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Agenda for a meeting of the Waikato District Community Wellbeing Trust to be held in the Te Piringa Boardroom, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 25 JUNE 2020** commencing at **9.30am.**

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFLICT OF INTEREST AND DISCLOSURES**
3. **CONFIRMATION OF MINUTES** 2  
Meeting held on 25 February 2020.
4. **ACTION POINTS UPDATE**
5. **KIWI WEALTH LIMITED FUND PERFORMANCE REPORT TO 31 MARCH 2020** 6
6. **QUARTERLY CERTIFICATE OF COMPLIANCE FOR PERIOD ENDING 31 MARCH 2020** 9
7. **WAIKATO DISTRICT COUNCIL COMMUNITY WELLBEING TRUST FINAL STATEMENT OF INTENT FOR 2020/21** 11  
Investment Portfolio and Distribution Policy review
8. **ALLOCATION OF WAIKATO DISTRICT COMMUNITY WELLBEING TRUST GRANTS** 13
9. **GENERAL BUSINESS**

**MINUTES** of a meeting of the Community Wellbeing Trust held in the Te Piringa Boardroom, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 25 FEBRUARY 2020** commencing at **12.35pm.**

**Present:**

Cr J Church (Chairperson)  
Cr R McGuire  
Ms J Muru

**Attending:**

Roger Browne (Kiwi Wealth representative) by telephone  
Ms A Diaz (Chief Financial Officer)  
Ms M Davis (Financial Accountant)  
Ms E Wilson (Minutes)

Apologies and Leave of Absence  
Agenda Item 1

**THAT an apology of lateness be received from His Worship the Mayor, Mr AM Sanson.**

**Resolved: (Cr McGuire / Ms Muru)**

**CARRIED on the voices**

**WBT2002/1**

Disclosures of Conflict of Interest  
Agenda Item 2

There were no disclosures of interest.

**CARRIED on the voices**

**WBT2002/2**

Confirmation of Minutes

Agenda Item 3

To be approved with amendments.

**Resolved: (Cr McGuire / Cr Church)**

**THAT the minutes of a meeting of the Community Wellbeing Trust held on Tuesday 10 December 2019 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**WBT2002/3**

Status of Agenda

Bring forward KiwiWealth discussion (Agenda item6 and 10 to become item 5).

**CARRIED on the voices**

**WBT2002/4**

Action Points Update

Agenda item 4

Updates given on previous meeting action points. Discussion to be held with Roger Browne today.

Kiwi Wealth Limited Fund Performance to 31 December 2019

Agenda item 6

Report taken as read. Roger Browne, KiwiWealth representative present via phone.

**Resolved: (Mayor Sanson / Ms Muru)**

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

**CARRIED on the voices**

**WBT2002/5**

Annual Investment Mandate Review

Agenda item 10

Report taken as read. Discussion held with Roger Browne, Kiwi Wealth representative in attendance via phone.

**Resolved: (Cr McGuire / Ms Muru)**

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

**CARRIED on the voices**

**WBT2002/6**

Meeting Framework for 2020 Calendar Year  
Agenda item 5

Report taken as read. Meetings to be scheduled for February, May, September, December and Site visit in March (to be confirmed via email).

**ACTION: Lianne to email Trustees in relation to potential site visits in March.**

**Resolved: (Cr Church / Cr McGuire)**

**THAT the report from the Chief Financial Officer be received;**

**AND THAT the meeting framework is adopted for the 2020 calendar year, subject to confirmation of Trustee availability.**

**CARRIED on the voices**

**WBT2002/7**

Quarterly Certificate of Compliance for period ending 31 December 2019  
Agenda item 7

Report taken as read.

**Resolved: (Ms Muru / Cr McGuire)**

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

**CARRIED on the voices**

**WBT2002/8**

Financial Statements for the six months ended 31 December 2019  
Agenda item 8

Report taken as read. Noted there were spelling errors in Report. "and", "protests". Also in Grant Commitments "Scout Association".

**ACTION: Mairi to check that spreadsheet has been updated to show that the Scout Association grant was no longer required.**

**Resolved: (Cr Church / Cr McGuire)**

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

**AND THAT the financial statements be provided to Waikato District Council in accordance with the Local Government Act.**

**CARRIED on the voices**

**WBT2002/9**



### **Open Meeting**

<b>To</b>	Waikato District Community Wellbeing Trust
<b>From</b>	A Diaz Chief Financial Officer
<b>Date</b>	8 April 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	CNV0102 / 2646658
<b>Report Title</b>	Kiwi Wealth Limited Fund Performance to 31 March 2020

## **I. EXECUTIVE SUMMARY**

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The investment fund performance for the quarter ended 31 March 2020 was -5.8% against a benchmark performance of -7.5%. The total return since inception after tax, brokerage and fees is 86.3% or 7.9% on an annualised basis (Dec Quarter was 97.7% or 9% annualised).

The result for the month of March provided a loss of 5.1% against a benchmark performance of -6.4%, exceeding the benchmark.

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

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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Kiwi Wealth Limited Fund Performance to 31 March 2020

# Waikato District Community Wellbeing Trust

## Investment Mandate

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

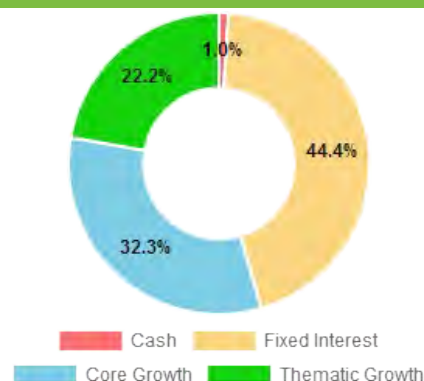
This mandate was last reviewed on 25 February 2020.

Asset Class	Ultimate Allocation	Target NZD Exposure
Cash	0.0%	
Fixed Interest	45.0%	100.0%
Core Growth	27.5%	50.0%
Thematic Growth	27.5%	50.0%
<b>Total</b>	<b>100.0%</b>	

## Portfolio Position

As at 31 March 2020, the total value of your investment portfolio is \$4,130,589. Your net contributions since inception in January 2012 have totalled \$2,063,333 (\$2,514,366 deposits less \$451,032 withdrawals).

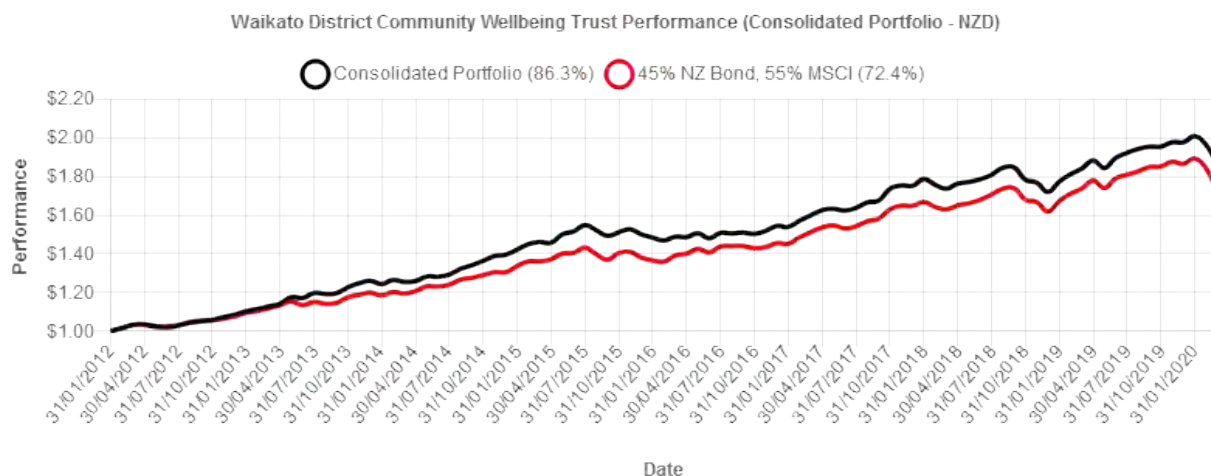
Asset Class	Actual Value	Actual Allocation
Cash	\$42,194	1.0%
Fixed Interest	\$1,835,812	44.4%
Core Growth	\$1,334,002	32.3%
Thematic Growth	\$918,581	22.2%
<b>Total</b>	<b>\$4,130,589</b>	<b>100.0%</b>



## Portfolio Performance

The Kiwi Wealth Growth Fund (Growth PIE) returned -8.51% after tax and fees in March, 3.09% ahead of the MSCI All Country benchmark. Both Global Thematic and Global Quantitative contributed positively to the excellent relative return outcome. Alternative assets once again stood out by producing positive returns in the negative environment. The Kiwi dollar further weakened over the month, which helped buffer the overall return of the fund.

The Kiwi Wealth Fixed Interest Fund (Fixed Interest PIE) returned -0.90% after fees and taxes in March - underperforming its benchmark which returned -0.10%. This was almost wholly due to credit spread widening in a company bond market whose rapid decline eclipsed that of the Global Financial Crisis. Conservative positioning allowed us to stay close to the fund's "risk-free" yardstick of the NZ Government Bond Index - made possible by an enormous effort over March, where our team had one sole focus: protecting your capital.



Your return for the month of March was -5.1% against a benchmark of -6.4%. Your net contributions since 31 January 2012 have totalled \$2,063,333 (\$2,514,366 deposits less \$451,032 withdrawals). As of 31 March 2020 the total value of your portfolio is \$4,130,589. This is a simple return of 100.2%. The total return on each dollar invested at inception is 86.3% (after withholding tax, brokerage, and fees), or 7.9% p.a. on an annualised basis.

	8 Loss/Gain				
	Last Month	Last 3 Months	Last 12 Months	Since Inception	Annualised
<b>Consolidated Portfolio</b> Inception date (31/01/2012)	-5.1%	-5.8%	1.2%	86.3%	7.9%
45% NZ Bond, 55% MSCI	-6.4%	-7.5%	-0.8%	72.4%	6.9%
<b>Cash</b> Inception date (31/01/2012)	-1.4%	-1.2%	0.9%	38.7%	4.1%
45% NZ Bond, 55% MSCI	-6.4%	-7.5%	-0.8%	72.4%	6.9%
<b>Fixed Interest</b> Inception date (31/01/2012)	-1.2%	1.2%	4.6%	56.6%	5.6%
100% NZ Bond	-0.1%	3.3%	4.7%	38.9%	4.1%
<b>Core Stocks</b> Inception date (31/01/2012)	-8.4%	-11.4%	-1.1%	110.0%	9.5%
MSCI	-11.6%	-16.2%	-6.8%	83.4%	7.7%

## Investment Strategy

### Market Review

Global equity markets extended its decline in March while high bouts of volatility became the new norm. The MSCI All Country World Index (MSCI ACW) returned -12.8% in local, US dollar terms. US sovereign bonds rallied to record levels due to the risk off sentiment. Corporate bonds cheapened further, and crude oil prices fell to its lowest level since 2002. The Kiwi dollar took another leg down against most other G10 pairs which helped to offset foreign asset returns.

### Portfolio Changes

Global Quant's top-down macro positioning now favors Europe, and we continue to focus on those companies with attractive metrics across earnings quality, capital efficiency, valuations, sentiment and sustainability. Over the month, we've increased our allocation to Financials (**Royal Bank of Canada, Ping An**) while further trimming Energy (**Devon, Canadian Natural Resources**). Healthcare and Technology are our favored sectors, while Energy and Materials remain out of favor.

Global Thematic have maintained these defensive positions in the portfolio, but the market carnage also presented several buying opportunities in high growth stocks that had come back down to earth. For example, **Tesla** fits neatly into our Electrification theme, and **CrowdStrike** is a leader in the growing demand for cloud-based security. We think this balance between defensive and secular growth stocks is the right approach given the many uncertainties facing the global economy.

In fixed income, we sold **US Treasury Bonds (AA+)** as we preferred to hold cash and raise liquidity of the portfolio, we also trimmed some corporate name in the wake of a relatively poorly handled US government response to the virus such as **Ally Bank (BBB-)**. In times like these, return of rather return on capital is our watchword - hence our addition of **New Zealand Government Bonds (AA+)** and our expectation of buying more in April. At some point, we will turn to looking to add high quality company bonds but for now we are planning, and not stretching.



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### **Open Meeting**

<b>To</b>	Waikato District Community Wellbeing Trust
<b>From</b>	A Diaz Chief Financial Officer
<b>Date</b>	8 March 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	CVN0102/ 2646659
<b>Report Title</b>	Quarterly Certificate of Compliance for period ending 31 March 2020

## **1. EXECUTIVE SUMMARY**

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

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

## **2. RECOMMENDATION**

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

## **3. ATTACHMENTS**

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Quarterly Certificate of Compliance for period ending 31 March 2020

**Waikato District Community Wellbeing Trust  
Quarterly Certificate of Compliance  
for period ending 31 March 2020**

	<b>Actual</b>	<b>Per Policy</b>
Benchmark Portfolio (fixed interest : equities)	45 : 55	>45 : <55
Cap on value of single investments	Compliant	<7.5%
Grant distribution limit as % of net income after inflation	Compliant	<50%
Grant distribution cap as a % of capital	Compliant	<10%
Review of investment mandate (within last year)	Yes – at 25 Feb 2020 meeting	Annual
Applicant accountability reports received	Yes	Required upon completion of project

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Chairperson

## **Open Meeting**

<b>To</b>	Trustees of Waikato District Community Wellbeing Trust
	Strategy & Finance Committee
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	19 June 2020
<b>Prepared by</b>	Mairi Davis Financial Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	2646660
<b>Report Title</b>	Waikato District Community Wellbeing Trust – Final Statement of Intent for the year ending 30 June 2021

## **1. EXECUTIVE SUMMARY**

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Pursuant to section 64 of the Local Government Act 2002, a Council-Controlled Organisation (CCO) is required to provide a final Statement of Intent to its shareholder(s) (Council) by 1 July each year.

## **2. RECOMMENDATION**

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**THAT** the report from the Chief Financial Officer be received;

**AND THAT** the Waikato District Community Wellbeing Trust approves the final Statement of Intent for the year ending 30 June 2021 for release to Waikato District Council.

## **3. BACKGROUND**

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The Trustees of the Waikato District Community Wellbeing Trust (Wellbeing Trust) are required to present a final Statement of Intent for the year ending 30 June 2021 to Council by 1 July 2020. This Statement of Intent retains the principles developed in the inaugural Statement of Intent which are:

- Ensure the real (inflation-adjusted) value of the fund is protected;
- Ensure that the total grants distributed do not exceed 50% of the accumulated retained net income after allowing for the CPI movement and expenses;

- Ensure no more than 10% of the capital is distributed in any one year;
- Identify opportunities to grow the fund;
- Have a process for promoting the fund availability and for allocating the fund; and,
- Monitor performance of investments by receiving and considering financial information.

Previous Statements of Intent have been prepared based on receiving a long term, sustainable return on investment of 7.26% before fund management fees. In recognition of the economic downturn resulting from the COVID-19 pandemic, advice was sought from Kiwi Wealth Limited regarding the sustainability of this level of return. Based on that advice, the assumed rate of return used in this final Statement of Intent is reduced to 5% for each of the three budgeted years.

The impact of this change is that revenue budgeted for 2021 has reduced by almost 32% (from \$318,466 to \$216,899) and grants available for approval over the three budgeted years are down 36% (from \$433,725 to \$318,938).

Budgeted grant distributions are based on the principles identified above and on discussions between the Trustees and Kiwi Wealth Limited.

The final Statement of Intent will be presented to Council prior to 30 June and tabled at Council's Strategy & Finance Committee's next meeting to be held on 22 July 2020.

#### **4. OPTIONS CONSIDERED**

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The Trustees have the ability to decline or approve the presentation to Council of this draft Statement of Intent. In any event, a draft must be provided to Council by 01 March each year as required by section 64 of the local Government Act 2002.

#### **5. CONCLUSION**

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The Trustees are asked to consider the final Statement of Intent for the Waikato District Community Wellbeing Trust for presentation to Council.

#### **6. ATTACHMENTS**

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Waikato District Community Wellbeing Trust final Statement of Intent for the year ended 30 June 2021.

### Open Meeting

<b>To</b>	Waikato District Community Wellbeing Trust
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	9 June 2020
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	CDR1202 / 2640520
<b>Report Title</b>	Allocation of Waikato District Community Wellbeing Trust Grants

## I. EXECUTIVE SUMMARY

Council has approved the following projects, as external projects available to be considered by the Waikato District Community Wellbeing Trust for the 2019/2020 funding round, received via the Wellbeing Trust advertising process.

The external projects received by Council, through the LTP process, have already been factored in at the beginning of 2019/2020.

Ref	Organisation	Project	Amount Requested
1	Raglan Community Arts Centre	New power connection	\$16,644.00
2	Te Kauwhata Squash Club	Phase I: 2020- Critical refurbishment of kitchen and changing facilities / bathrooms	\$30,000.00
3	Ruawaro Combined School	Resurface the existing turf of school court	\$10,000.00
TOTAL			\$56,664.00

We ask the Trustees to confirm a grant programme for the 2019/20 year, based on the applications attached to this report.

## RECOMMENDATION

**THAT the report from the Chief Financial Officer be received;**

**AND THAT Waikato District Community Wellbeing Trust confirms which they approve of and each allocated amount.**

Ref	Organisation	Funding Approved - Yes/No	Amount
1	Raglan Community Arts Centre		\$
2	Te Kauwhata Squash Club		\$
3	Ruawaro Combined School		\$

## 2. ATTACHMENTS

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- Applications for Funding - Wellbeing Trust - June 2020
  - Raglan Community Arts Centre - Discretionary Funding Application
  - Te Kauwhata Squash Club - Discretionary Funding Application
  - Ruawaro Combined School - Discretionary Funding Application

## Wellbeing Trust Funding Applications

### Applicant I

<b>Applicant Name</b>	Raglan Community Arts Council (RCAC)		
<b>Project Name</b>	New power connection		
<b>Total Cost of Project</b>	<b>Council Funding Sought</b>	<b>Other Funding Sought</b>	<b>Amount in Hand</b>
\$17,893.76	\$16,644.00	\$1,250.00	\$0
<p><b>Project Background:</b></p> <p>RCAC needs to connect the Raglan Old School building electrical system to the new Creative Space building. This work is required so the Creative Space building and Raglan Old School Arts Centre can operate the theatre and clay studios to full capacity. The project is being managed by Roger Gallagher, Chairperson for RCAC.</p>			
<p><b>Project Justification:</b></p> <p>The project is in two stages, with stage one already completed. The connection is needed to operate a higher capacity underground power cable. The new power cable will allow electric heaters to be used in the Creative Space building. It will also allow for a second kiln to be installed in the kiln room so that more people can use the facility.</p> <p>The work will commence in July 2020 and be completed by August 2020. Note: Due to the COVID situation the original application dates have moved to align with this report.</p> <p>Support is from the following:</p> <ul style="list-style-type: none"> <li>• Ross Ormsby - tetraplegia supporter, 'Safe Accessibility' at the Raglan Old School Arts Centre</li> <li>• Gabrielle Parson - Raglan Community Board Chair, who supports the completion of the Creative Space building</li> <li>• Kate Absalon - a resident, member, art user and teacher, who supports the proposed development of RCAC</li> <li>• Jillian Lankshear - from Raglan Sailing Club, who supports the upgrade and who holds her meetings and small events at RCAC.</li> </ul>			
<p><b>Staff Comments</b></p> <p><b>Other Funding Streams:</b></p> <p>WEL Energy Trust has approved funding towards the project and an amount of \$1,250.00 has been received.</p>			

## Wellbeing Trust Funding Applications

### Applicant 2

<b>Applicant Name</b>	Te Kauwhata Squash Club		
<b>Project Name</b>	Phase 1: 2020 - Critical refurbishment of kitchen and changing facilities / bathrooms		
<b>Total Cost of Project</b>	<b>Council Funding Sought</b>	<b>Other Funding Sought</b>	<b>Amount in Hand</b>
\$184,763.92	\$30,000.00	\$149,763.92	\$5,000.00
<p><b>Project Background:</b></p> <p>The Te Kauwhata Squash Club (the Club) was established in 1983 and is an Incorporated Society. It has a proud history of being built by locals who supplied the labour force back in the day. It is noted as being one of the original sporting facilities in the town and the greater Auckland region.</p> <p><b>The Club is a voluntary run organisation that provides the following services:</b></p> <ul style="list-style-type: none"> <li>• Club facilities</li> <li>• Local club nights</li> <li>• Interclub and regional activities</li> <li>• Tournaments.</li> </ul> <p><b>The project has phases in stages as follows:</b></p> <ol style="list-style-type: none"> <li>1) Phase 1: 2020 - Critical refurbishment of kitchen and changing facilities / bathrooms.</li> <li>2) Phase 2: 2021/2022 - Building of the third squash court.</li> <li>3) Phase 3: 2022/2023 - Building of the fourth squash court.</li> </ol> <p>The Club is affiliated to Squash New Zealand and Squash Auckland's programmes and initiatives. They are active supporters of the participation programmes, which are run in the community. For example, the junior programmes that link into the local Te Kauwhata Primary and Te Kauwhata College, where the Club spearheaded a Junior Squash coaching programme to service juniors from the schools (Years (grades) 13 – 17) and for three early Childhood Learning Centre's.</p> <p>The Club provides amenities, facilities and equipment for the game of squash for all ages, both competitive and social. It is beneficial to the community for ongoing physical exercise. Due to the government's plans for an influx of new people into this area, expanding the Te Kauwhata Squash Club will be a critical investment that will be undertaken within the Waikato region.</p>			
<p><b>Project Justification:</b></p> <p>The Club wants to maintain the integrity of the building and facilities for the community of Te Kauwhata and surrounding areas.</p>			



## Wellbeing Trust Funding Applications

The Club has members spread over the whole of the North Waikato / South Auckland area, with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata.

### Statement from the Club:

This Club is small, but expanding. It punches well above its weight, compared to other Auckland affiliated clubs. The Club's Interclub teams are always right up there, challenging for titles with social members, enjoying playing to stay fit and active and all members taking an active role in the club. The Club is a proud squash club on the rise!

Support is from the following:

- Squash Auckland - Affiliation and Support
- Jan Sedgwick - Whangamarino Ward Councilor for Waikato District Council
- Deborah Hohnech - Principal Te Kauwhata College
- Brain Martin - Principal Te Kauwhata Primary School.

### Staff Comments

#### Other Funding Streams:

The Club has received \$10,000 from WEL Energy Trust and are in the process of making applications as follows:

- NZ Community Trust - \$15,000.00
- Lotteries Commission - \$89,763.92
- Trust Waikato - To be advised
- Transpower Community Care Fund – Transpower are keen for the Club to apply, their next funding round is March 2021. The Club will aim to apply to them in Stage 2 of their project.

## Wellbeing Trust Funding Applications

### Applicant 3

<b>Applicant Name</b>	Ruawaro Combined School		
<b>Project Name</b>	Resurface the existing turf of school court		
<b>Total Cost of Project</b>	<b>Council Funding Sought</b>	<b>Other Funding Sought</b>	<b>Amount in Hand</b>
\$28,550.00	\$10,000.00	\$5,000.00	\$13,550.00
<p><b>Project Background:</b></p> <p>Ruawaro Combined School (the school) currently has 67 students enrolled. The benefits from the court being turfed will allow multiple sports to enjoy this facility, especially during the wetter months of the year - it's also an added safety precaution.</p> <p>The school is situated next to the local tennis club, who also make use of the courts during the tennis season. The local community has access to the tennis court outside of school hours. Turfing the school's court would be, both, a visual and safety improvement. It will have a lasting result for children and adults, from the novice to the experienced, for many years to come, for both enjoyment and sports growth.</p>			
<p><b>Project Justification:</b></p> <p>The project includes resurfacing the turf on the school court at Ruawaro Combined School and the installation of a mobile tennis net and netball hoops.</p> <p>This new turf will supply a much safer surface to play on for the kids and local tennis club during the tennis season.</p> <p>Support is from the following:</p> <ul style="list-style-type: none"> <li>• Anne-Marie Vining - President of the Ruawaro Tennis Club</li> </ul>			
<p><b>Staff Comments</b></p> <p><b>Other Funding Streams:</b></p> <ul style="list-style-type: none"> <li>• Waikato District Council - Discretionary Grants Fund - Rural Ward.</li> </ul>			

## DISCRETIONARY FUNDING APPLICATION FORM

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

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- *Please read the Guidelines for Funding Applications document to assist you with completing this application form.*
- Please note that incomplete applications WILL NOT be considered. **All parts of the application MUST be completed** and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- The **checklist on page 5 MUST be completed.**

Waikato District Community Wellbeing Trust Fund   
Project

### **Section I – Your details**

**Name of organisation**

**What is your organisation's purpose?**

**Address: (Postal)**

**Address: (Physical if different from above)**

**Contact name, phone number/s and email address**

**Charities Commission Number: (If you have one)**

**Are you GST registered?**    No     Yes     GST Number \_\_\_\_/\_\_\_\_/\_\_\_\_

**Bank account details**    \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_

**Bank** \_\_\_\_\_ **Branch** \_\_\_\_\_

*The following documentation is required in support of your application:*

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

## **Section 2 – Community wellbeing and outcomes**

**Which of the five community outcomes for the Waikato district does this project contribute to?**  
(See the guidelines sheet for more information on this section.)

Accessible  Safe  Sustainable  Thriving  Vibrant

### **Waikato District Community Outcomes**

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

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

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

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

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

## **Section 3 – Your event/project**

**What is your project, including date and location?** *(please provide full details)*

**How many volunteers are involved? Who is involved in your project?**

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

### **Section 4 – Funding requirements**

**Note :** Please provide full details of how much your project will cost, how much you are seeking from the Waikato District Council and other providers, details of other funding and donated materials/resources being sourced, and current funds in hand to cover the costs of the project.

<i>All fields must be completed in the following sections</i>	<b>GST Inclusive Costs</b>
<b>Total cost of the project/event</b>	\$

<b>Existing funds available for the project      Total A</b>	\$
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<b>Funding being sought from Waikato District Council Project Breakdown</b> <i>(itemised costs of funding being sought)</i> <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i>	
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total B</b>	\$

<b>Funding been sought from other funders?</b>	
a)	\$ _____
b)	\$ _____
c)	\$ _____
d)	\$ _____
<b>Total C</b>	\$ _____

<b>Total Funding Applied for</b> (Add totals A, B & C together to make Total D) <b>Total D</b>	\$ _____
<i>Note : This total should equal the Total Cost of the Project</i>	

Describe any donated material / resources provided for the project:


### **Section 5 – Previous Funding Received from Waikato District Council**

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

Name of fund and project description	Amount received	Date


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

I confirm that an accountability statement has been completed and returned

Signed:  Name: \_\_\_\_\_

\* Still underway

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

Signature:  Date: 25/03/2020

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature:  Date: 25/03/2020

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

## Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	
Discussed your application with the Waikato District Council community development co-ordinator	
Nominated the fund you are applying for	
Completed Section 1 – Your details	
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	
Enclosed a copy of any documentation verifying your organisations legal status	
Included copies of written quotes	
Completed Section 2 - community outcomes	
Completed Section 3 – details of your event/project	
Completed Section 4 – Funding requirements – <b>Budget and quotes need to match. Include copies of written quotes.</b>	
Completed Section 5 where funding has been received in the previous 2 years	
Obtained two signatures on your application	

**Please note:** Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

# QUOTE No. A283018

Date: 17/03/20

**P. CRAKE - BUILDER**

133 Kawhia Road  
Raglan RD2

Phone: 0274 490 046

**Raglan Community Art: Creative Space**

**Labour for accessibility and safety work: \$3,200.00**

- To fit fire safety doors, lobby and linkway
- Complete associated work in lobby

**TOTAL AMOUNT \$3,200.00**





# Sales Quotation

WEL Networks Limited

PO Box 925  
Hamilton 3240

Telephone +64 7 850 3100  
Fax +64 7 850 3210

Email [CIWorkOrderRequests@wel.co.nz](mailto:CIWorkOrderRequests@wel.co.nz)  
[www.wel.co.nz](http://www.wel.co.nz)

**Re: 10162818 - New Connection - 5 Stewart St, Raglan**

## Customer Address

Rodger Gallagher  
C/- Overhead Electrical  
494B Wainui Road  
RAGLAN 3297  
NEW ZEALAND

## Information

Sales Quote No.	20007606
Job Number	40050060
Document Date	27.05.2019
Currency	NZD
Customer No.	3605212
Validity End Date	27.08.2019
Contact Person	Warren Mackrell

Scope of works for this project:

- Install in new Andelect pillar 2 x 160A disconnect and fit 1x3 phase 60A fuses for existing overhead service at pole 525973
- Install and terminate up pole 525973 1c 16 NS Cu and 3c 16 NS Cu cable from Andelect and connect overhead services
- Shackle off overhead services at 525973 and remove road crossing 525962 to 525973
- Thrust duct and install 4c 158 AL cable from pole 568611 along and across road reserve to a new pillar location next to pole 525973
- Install new 4 way Andelect pillar next to pole 525973 complete with 70mm earthing fitted with 1 x 630A disconnect with solid links and connect to LV
- Install in Andelect 1 x 160A disconnect 3 x 100A fuses for new supply at 5 Stewart Street.

Item	Description	Quantity	Price	Amount
10	D1310 Client Cost	1 LOT	3,306.00	3,306.00
			<b>Sub Total (excl. GST) :</b>	<b>3,306.00</b>
			<b>GST :</b>	<b>495.90</b>
			<b>Total :</b>	<b>3,801.90</b>

## STANDARD

WEL Networks will retain ownership of the reticulation outside the boundary and will be responsible for the ongoing maintenance of that equipment.

## FULL PAYMENT

If you would like to proceed with the project, please read WEL Network's Standard Terms and Conditions which are located on our website [www.wel.co.nz](http://www.wel.co.nz). If you require a copy, phone us on 07 850 3100. Please sign the quote as confirmation you have read and understood the terms and conditions and agree with the payment terms. Please return the signed quote to WEL Networks along with 100% payment. For electronic payment - ASB Hamilton 12-3113-0001775-00.



# Sales Quotation

---

**WEL Networks Limited**

---

PO Box 925  
Hamilton 3240

---

Telephone +64 7 850 3100  
Fax +64 7 850 3210

---

Email [CIWorkOrderRequests@wel.co.nz](mailto:CIWorkOrderRequests@wel.co.nz)  
[www.wel.co.nz](http://www.wel.co.nz)

---

## QUOTE ACCEPTANCE

Quote accepted  
Full Name \_\_\_\_\_  
(Client or Authorised Agent)

Signed \_\_\_\_\_

Date \_\_\_\_\_

"We'll see you right"

4<sup>th</sup> November 2019

Raglan Community Arts Council  
5 Stewart Street  
Raglan  
Attention: Rodger Gallagher

Dear Rodger

1. Door to alleyway and hardware. 1x solid exterior door hung in jamb and hardware. 810mm wide x 2 m door (2/90x45 H1.2 SGB lintel).  
(Humes Durocoat Block board, 40mm thick, 6mm OTH Face door for exterior usage on H3.1 Treated, FJ Pine rebated Jamb (137 x 42) includes open in timber Sill and 100mmx 75mm Zp hinges. Includes Raven RP8si drop down seal and Rp530 Jamb compression seals. **Price \$935.98 plus GST.** Door cropping and hardware not included as I do not know how you client door set up will be. We can crop the door and supply hardware if you get confirmation of the types required.)
2. Lockable door at top of stairs to fit framing that can be opened from inside without a key. i.e. On the doors subdividing accessible routes of travel the unlocking and opening motion is to be a single lever or push / pull action (D1/AS1 paragraph 7.0) Standard 810mm door fitted with single lever handle which will always enable exit from one side plus jamb and hardware.

(1980 x 810: 38mm thick, MDF HMR solid core door.

~~Leaf only Price \$174.94 plus GST~~

To supply hardware Handle (Vestibule mortise lock and Alpha handles) Legge 990 V31s/700s

~~Price \$336.50 plus GST. To crop door for Hardware \$53.05 plus GST~~

3. Double fire doors to lobby plus hardware and delivery- Pacific VP60a with a vision panel "D7 1800x2m FD" and "Self-closer -/60/30 FRR with vision panel".

(2000 x 900/900: Equal pair internal fire doors, 60mm Thick, FRR -60/30sm, with 650 x 100 vision panel, Pyrobel 16mm Clear Glass and timber beads per each leaf on max 150mm x 40mm Timber Jamb. Includes door closers to each leaf supplied loose to be fitted by other.

**Price \$2437.77 plus GST.** Hardware will be push pull plates supplied by other.)

Please feel free to get back to me if you have any more questions or queries.

Many Thanks



Serena Nash  
Customer Services

#### SUMMARY OF FIRE SAFETY DOORS

Double fire doors	2437.77
Single door	935.98
Hardware	336.50

<b>TOTAL</b>	<b>\$3710.25</b>
--------------	------------------

Thomsons Timber Supplies Ltd, PO Box 15547, Dinsdale, Hamilton 3243

Hamilton  
18 Crawford Street  
t: 07 849 3674  
e: saleshm@thomsonsitm.co.nz

Whatawhata  
117 Mason Road  
t: 07 829 8518  
e: saleswh@thomsonsitm.co.nz

Drury  
255 Great South Road  
t: 09 294 9410  
e: salesdr@thomsonsitm.co.nz



**Overhead Electrical**  
 494B Wainui Road  
 Raglan, 3297  
 jonas@overheadelectrical.co.nz  
 021494495

**Rodger Gallagher**  
 5 Stewart Street  
 Raglan, 3225

**Site Address**  
 5 Stewart Street  
 Raglan, 3225

Job Number: J-898  
 GST Number: 122562220  
 Quote Date: 17th Mar 2020  
 Valid Until: 16th May 2020

## Quote | - Old school Mains work.

### Work scope:

Install new cable and fibre ducting from new Metering point at rear of building to street distribution pillar.

Install distribution fuses and relocate metering to new meter box.

Reconfigure existing wiring at old school main switchboard and install new 12 way and 3 pole main switch for sub-board at old school meter box(old) for future needs e.g., market supplies (32a 3 phase supply.)

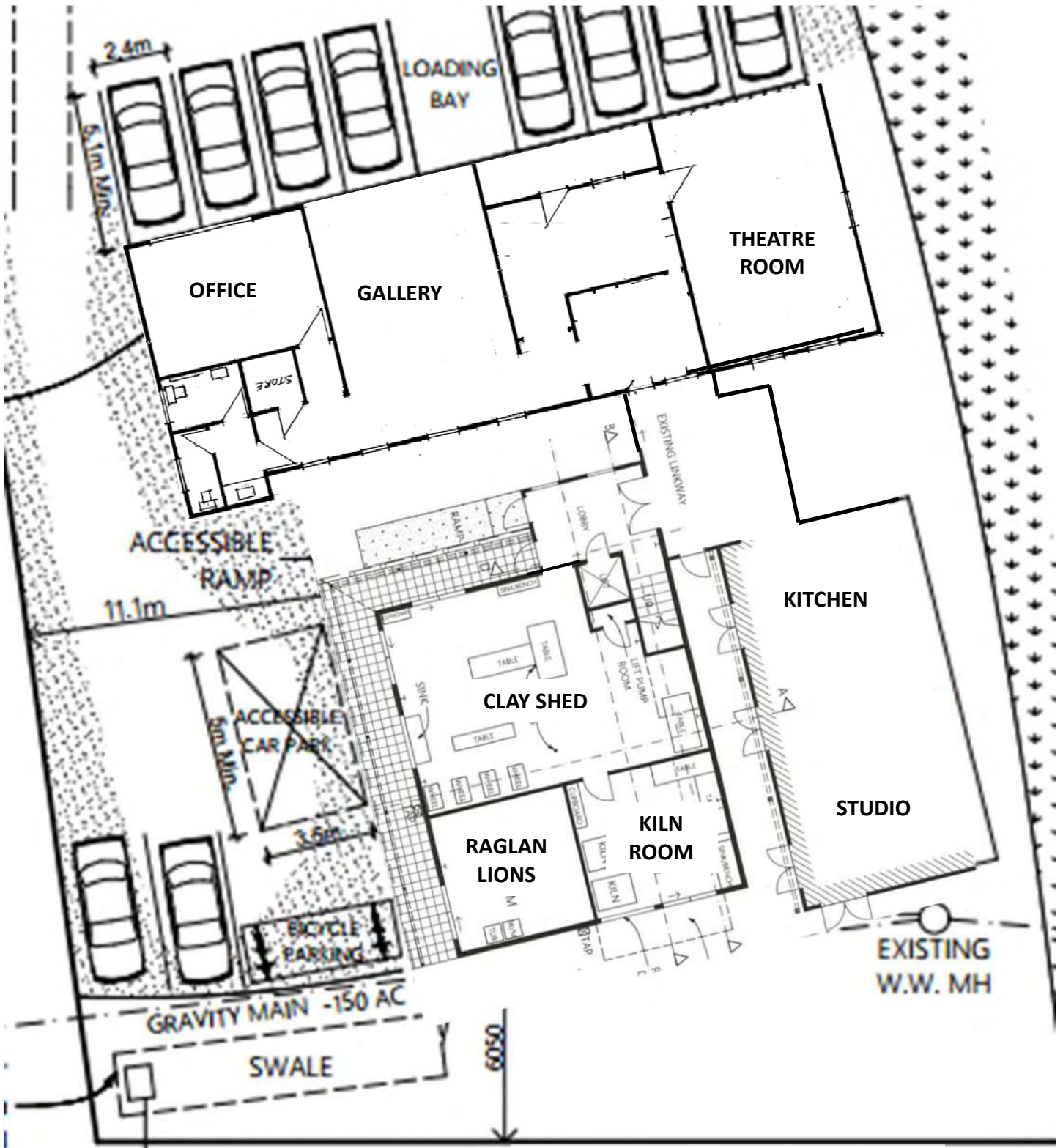
Remove and disconnect existing overhead mains cable and associated equipment from front of building(old school)

Facilitate all metering changes and inspections with relevant authorities.

Please note; customer to provide all earthworks and sand for cable bedding including back filling, barriers etc.  
 builder to provide scribe and timber 'trunking' to contain cable entry and join at bottom of meter box.

Name	Quantity	Price	Total
<b>Materials and Labour</b>			
Excavation works			
Electrical Certificate			
Inspection			
Sundries			
Labour			
fibre ducting			
53540180 Main switch 63A 3P din 666564 E243/63A V333039036 GE			
50480060 Dist board 12way surf mt DB12 GWR			
Aluminium cable, heat shrink and copper conductor for tailing off			
37090080 Cable cover 150x5mmx25m CC150X5X25 TransNet			
36621060 Link shearbolt barrier 35-95mm HEL-4896-Z-AK Raychem			
45812204 Breakout boot 70-150mm 4C 502K016/S Raychem			
51210220 Fuse link HRC 63A offset NZI645702 63K07 NZI			
53060060 Fuse holder 63A FW TNFC63FW IPD			
			<b>\$7,813.51</b>





Ross Ormsby  
14 Park Drive, Raglan  
[thatguyrossormsby@gmail.com](mailto:thatguyrossormsby@gmail.com)  
021 665 627

27<sup>th</sup> November 2019

Raglan Old School Arts Centre  
c/o Rodger Gallagher, Chair  
Raglan Community Arts Council  
5 Stewart St, Raglan Waikato 3225

Dear Rodger

**Re: Accessibility at the Raglan Old School Arts Centre**

I am writing to express I believe it is essential for the Old School to be considering all accessibility avenues to enable all visitors to continue to enjoy events held at the Old School Arts Centre in your current building design..

I am often a frequent visitor to the many of the Old School Events that are held at 5 Stewart St and enjoy coming along. Im a regular at the Raglan Creative Markets held each month and also the additional summer markets. It is a great opportunity for me to be included with many friends and acquaintances that I have in the Raglan community. I am also a very keen supporter of the movies which run fortnightly as well as the annual Raglan Film Festival, Arts and Community workshops events and the many things held at the Old School.

I see with the new building underway that there are plans underway for accessibility and safety options to be considered in the new building. As a tetraplegic, I hope that the Raglan Community Arts Council is endeavouring to do all that it can to ensure that myself and others who require, safe entry and accessibility into this new building is being considered.

I am really looking forward to seeing the new creative space completed and come alive with even more active community events that both the Clay Shed and the Drama Theatre facilities will be providing.

All the best for the completion of the building and please do not hesitate to contact me if you require any further information to ensure that safe accessibility is provided, for myself as well others to continue to enjoy the wide range of community events held at the Old School.

Yours sincerely



Ross Ormsby



## Raglan Community Board

3/12/19

Rodger Gallagher

Chairman, Raglan Community Arts Council

Dear Rodger,

### Completion of the Creative Space Building

It is wonderful to see progress on the Creative Space!

I am in full support of the work needed to create accessibility and safety for this building to be working toward completing the build. We know that this space will be well utilised by our community and that there is a need to get it completed as soon as possible.

If I can be of further assistance please be in touch.

Kind regards,

A handwritten signature in blue ink that reads "Gabrielle".

Gabrielle Parson

Chair, Raglan Community Board

021 844 785



# *Certificate of Registration*

## **Raglan Community Arts Council**

Registration number: CC24379

This is to certify that Raglan Community Arts Council was registered as a charitable entity under the Charities Act 2005 on 14 May 2008.



Chair  
Charities Commission



Chief Executive  
Charities Commission



- Raglan Community Arts Council is a non profit organisation established in 1982 as the Raglan Community Arts Centre. In April 1984 it was designated in the New Zealand Government Gazette, as a Community Arts Council, a statutory body, under the provisions of the Queen Elizabeth II Arts Council Act of 1974.
- In May 1985, the Raglan County Council was designated as the administrative local authority for the Raglan Community Arts Council. With the restructuring of local authorities, this responsibility now lies with the Waikato District Council.
- Arts Council of NZ Act of 1994 restructured existing Community Arts Councils
- Under clause 26 of the new act, each CAC under the old act was deemed to be a CAC under the new act operating under the provisions of clause 22- the RCAC is an established Community Arts Council operating under clause 22 of Arts Council of NZ Act of 1994.
- The Raglan Community Arts Council receives no direct government funding.
- The Raglan Community Arts Council was registered as a charitable entity (CC24379) on 14 May 2008 under the Charities Act 2005.

New Zealand Gazette 1984 issue 83 p1703-4 New Zealand Gazette 1985, issue 130 page 2992

*Designation of Raglan Community Arts Council*

PURSUANT to section 32 (i) of the Queen Elizabeth II Arts Council of New Zealand Act 1974, on the recommendation of the Northern Regional Arts Council and on the application of the Raglan Community Arts Council, the Queen Elizabeth II Arts Council of

New Zealand hereby designates the Raglan Community Arts Council for the following duly defined area:

The Raglan County area, less than part of Raglan County included in the Franklin-Papakura Community Arts Council area being the Rural Delivery area of Tuakau.

Dated at Wellington this 12th day of April 1984.

The Seal of the Queen Elizabeth II Arts Council of New Zealand affixed in the presence of:

Sir MICHAEL FOWLER, Chairman.  
R. WALKER, Deputy Chairman.  
WENDY J. BAYLEY, Witness.

[L.S.]

(L.A. Cul. 10/6/8)

*Designation of Administrative Local Authority for Community Arts Council*

PURSUANT to section 36 of the Queen Elizabeth The Second Arts Council of New Zealand Act 1974 as subsequently amended under section 3 in 1977, I hereby designate the Raglan County Council to be the administrative local authority for the Raglan Community Arts Council.

Dated at Wellington this 6th day of May 1985.

PETER TAPSELL, Minister for the Arts.

(L.A. Cul. 10/6/8)

6

**From:** Kate Gallagher [mailto:KateG@CREATIVENZ.GOV.T.NZ]  
**Sent:** Wednesday, 24 May 2006 5:39 p.m.  
**To:** rwg@cvm.co.nz  
**Cc:** Nicola Robb; Ruth Delaney  
**Subject:** [raglan-arts] Administrative Local Authorities

Hi Rodger

Yes it is Waikato District Council who is the designated Administrative Local Authority for the Raglan Community Arts Council.

Kate Absalom  
13B Uenuku Avenue  
Raglan 3225  
New Zealand

Sunday 25th June 2017

Raglan Old School Arts Centre  
5 Stewart Street  
Raglan 3225  
New Zealand

#### Raglan Old School Arts Centre Development - Letter of Support - K.Absalom

As a Raglan resident, active member of the community, Arts Centre user and local teacher I fully support the proposed development of the Raglan Old School Arts Centre.

I believe that offering children creative experiences, such as clay work, is more essential than ever before. In so many ways, modern society has become detached from our connection to the natural environment, including an awareness of the source and production of our material possessions. A greater understanding and value of the process of creating an object leads to more ethical and conscious consumers.

Pottery teaches us so many lessons; respect, creativity, resilience, risk taking, acceptance, open mindedness, reflection and balance, to name a few. The process of creating a piece of pottery forces the ceramicist to slow right down. So many people new to pottery rejoice in this process, in a world that is so fast paced, being forced to slow down, accept and breathe is so important for our mental health. An increase in child anxiety and depression has been reported in New Zealand, these relaxed processes along with the mindful and meditative state that come from engaging in creative activities can greatly support healthy mental development.

As an educator and primary teacher in Raglan, I feel that the Arts centre is a huge part of the local community. Unfortunately, children growing up in rural towns have less opportunity to access the wide range of creative activities and facilities on offer in larger towns and cities.

The Raglan Old School Arts Centre plays such an important role in nurturing creativity in the youth. A real passion and love for arts can be ignited at a young age when children are offered quality creative experiences, such as those at Raglan Old School Arts Centre. This is important in Raglan, a town with limited employment opportunities but a growing creative sector to meet the demands of the town's tourist industry.

Raglan has a strong homeschooling community, who are very involved in the local activities and would benefit hugely from having access to a well equipped new space at the arts centre. Similarly, a lot of the small local schools lack the capacity, in terms of money and arts specific knowledge and skills, to offer their pupils enriching art experiences and would absolutely benefit from regular visits to the new facilities proposed for the arts centre.

Please feel free to contact me if you wish for further detail or clarification regarding my support of the Raglan Old School Arts Centre development.

Yours sincerely

A handwritten signature in grey ink that reads "K. Absalom".

Kate Absalom

027 457 1363

[absalom.kate@gmail.com](mailto:absalom.kate@gmail.com)

Raglan Sailing Club

9<sup>th</sup> December 2019

To whom it may concern,

The Raglan Sailing Club has no dedicated Club rooms so often uses the rooms at the Raglan Old School Arts Centre to hold meetings and other small events. The new Community room at the Arts Centre will provide a great addition to the rooms available and will allow varied groups like the Sailing Club to meet and interact.

Regards,

Jillian Lankshear

Secretary Raglan Sailing Club.

To whom it may concern,

This letter is in support of Raglan Community Arts Council and the Raglan Old School Arts Centre.

The Old School Arts centre is used for a range of community activity. One of these are the Drama Trix classes that I run from this facility.

Drama Trix currently uses the space for children's drama classes. I find that the space is not quite adequate although the Old School Arts centre itself has such potential. My major concerns with the current space is that it is too small for my ever growing classes and that the space is not conducive for performances.

I have found that there is a massive shortage of this type of space in Raglan.

I therefore fully support their application for funding this investigation for a larger and more useful space.

If you require further information, please don't hesitate to contact me directly.

Ruth Hare

Raglan

Drama Trix

02102365605

Ngati Mahanga Ki Whaingaroa

49 Wainui Road

Raglan

09 August 2017

To Whom It May Concern

On behalf of local Iwi residents here in Whaingaroa, I write to support the local Arts Council's fundraising kaupapa for the new Creative Space building/ Clay shed at the Old School.

We totally tautoko this fantastic initiative as we realise the enormity of its benefits to the local community but most importantly to the wide range of mokopuna and tamariki within our Kindergarten, Maori Roopu, our local school inclusive of our surrounding rural schools.

We understand there have been opportunities for all ages to join classes and learn this craft. We can only be proud of the future foresight and safety consideration for our community.

For those of us who have lived on this landscape all our lives, it is uplifting to know that such a facility will benefit the future generations, there was no facility of its kind in our day.

We wish the Arts Council all the very best in seeking all its funding options to ensure the success of this project.

Yours sincerely

Sarah Harihari

Ngati Mahanga Ki Whaingaroa

48 Lorenzen Bay Rd

Raglan

3225

June 2017

**Letter of Support**

To Whom It May Concern,

I am writing in support of the Arts School Centre in Raglan.

The Arts School Centre is an integral part of the community and is a highly regarded and well utilised venue.

Numerous activities are run for adults and children; from drama to art, music, dance, education and after school events for children. Over 200 people use the venue weekly, and hundreds more during market weekend.

It is a vibrant engaging space that all of the community uses and takes part.

The current usage is outgrowing the venue size, and as Raglan continues to grow (500 houses are approved for development) larger premises are required to accommodate the needs of the community.

The Arts School Centre provides valuable learning, social development and experiences for all sectors of our community. It is run by passionate, creative local people.

I strongly support the work that the centre undertakes and believe it a worthy recipient of any funding.

Sincerely

Rachael Goddard

*Environmental Scientist and Manager*

027 511 3528

## PUBLIC BENEFIT ENTITY SIMPLE FORMAT REPORTING – ACCRUAL (NOT-FOR-PROFIT)

### STEP ONE - BASIC INFORMATION

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

Full name of organisation

For the year ended

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

**PASSWORD : xrb** (Note password is case-sensitive)



# Raglan Community Arts Council

## Performance Report

For the year ended  
31 March 2019

### Contents

	Page
<b>Non-Financial Information:</b>	
Entity Information	1
Statement of Service Performance	4
<b>Financial Information:</b>	
Statement of Financial Performance	5
Statement of Financial Position	6
Statement of Cash Flows	7
Statement of Accounting Policies	8
Notes to the Performance Report	9

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

## Raglan Community Arts Council

### Entity Information

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

For the year ended  
31 March 2019

Legal Name of Entity:*	Raglan Community Arts Council
Other Name of Entity (if any):	Raglan Old School Arts Centre
Type of Entity and Legal Basis (if any):*	Community Arts Council operating under the Arts Council of NZ Act
Registration Number:	CC24379

#### Entity's Purpose or Mission:

Our aim is to nurture and encourage development of the arts in Whaingaroa. Operating the Raglan Old School Arts Centre, Providing a financial umbrella for arts projects, Fund raising for operations & projects, Supporting & prompting arts activities & events, Encouraging & promoting resident artists.

#### Entity Structure: \*

RCAC has a management committee with a Chairperson, Deputy Chairperson, Secretary and Treasurer. The committee meets monthly. All payments are approved by two members of the committee who have been authorised by a committee meeting.

**Raglan Community Arts Council****Entity Information****"Who are we?", "Why do we exist?"****For the year ended  
31 March 2019****Main Sources of the Entity's Cash and Resources:\***

Main funding sources are self funding, grants and donations from community funders, government agencies, individuals and businesses.

**Main Methods Used by the Entity to Raise Funds:\***

RCAC holds a monthly creative market to raise funds. It also raises funds from facility and equipment hire.

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

Volunteers run most activities including movie screenings, event coordination and management.

## Raglan Community Arts Council

### Entity Information

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

For the year ended  
31 March 2019

Additional Information:\*

--

#### Contact details

Physical Address:	5 Stewart St, Raglan 3225
Postal Address:	5 Stewart St, Raglan 3225
Phone/Fax:	07 825 0023
Email:	<a href="mailto:info@raglanartscentre.co.nz">info@raglanartscentre.co.nz</a>
Website:	<a href="https://raglanschoolartscentre.co.nz">https://raglanschoolartscentre.co.nz</a>
	<a href="https://www.facebook.com/raglanoldschoolartscentre/">https://www.facebook.com/raglanoldschoolartscentre/</a>
	

Raglan Community Arts Council  
Statement of Service Performance  
"What did we do?", When did we do it?"  
For the year ended  
31 March 2019

Description of the Entity's Outcomes\*:

RCAC aims to achieve a high level of community involvement and participation in the wider arts and culture at the Old School Arts Centre.

	Actual*	Budget	Actual*
Description and Quantification (to the extent practicable) of the Entity's Outputs:*	This Year	This Year	Last Year
Exhibitions	13		7
Monthly Movies 113 movie sessions - people attending	1300		1750
Film Festival 8 sessions - people attending	270		200
Red Carpet Awards Evening - people attending	114		50
Raglan Art to Wear 2018 - Biennial event Active participants	100		0
Audience	600		0
21 concerts, music or drama events, book launches - people attending	500		544
Raglan Arts Weekend - people attending studios over 3 days in January Raglan Arts Weekend - Preview exhibition - 8 weeks prior to Weekend This weekend has now been changed to Easter weekend, consequently there was no Arts Weekend in this financial year.			1286 1100
Raglan Creative Market - held monthly People attending over the year	10000		9,000
Kid's After School Clay 3 or 3 per term - people attending	110		90

Additional Output Measures:

What's On newsletter published each month with 250 print and 653 electronic copies.

Additional Information:

Clayshed members' nights and ClayShedPlus sessions held throughout the year along with other groups such as children's ballet, children's art based holiday programmes and Karioi Quilting. Arts Centre used by a large number of community groups throughout the year, including parenting sessions and Plunket messay play groups.

Raglan Community Arts Council  
Statement of Financial Performance  
"How was it funded?" and "What did it cost?"  
For the year ended  
31 March 2019

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Revenue</b>				
Rents received and income from equipment hire		34670		34,539
Classes, participation fees, stallholders fees, ticket sales		69196		47,530
Subscriptions		1887		1,579
Items sold on behalf of Artists		27181		27,035
Interest		3330		2,823
Sponsorship and advertising		9113		5,107
Grants, donations and subsidies		228490		46,127
Other revenue		66733		78,708
<b>Total Revenue*</b>		<b>440,600</b>	<b>-</b>	<b>243,448</b>
<b>Expenses</b>				
Workshops and Events		52094		27,468
Volunteer and employee related costs*		79925		76,261
Overheads and consumables		33137		31,999
Payments to Artists for items sold		27181		27,035
Repairs and maintenance		12285		13,830
Other expenses		29031		33,875
Depreciation expense		3467		3,886
<b>Total Expenses*</b>		<b>237,120</b>	<b>-</b>	<b>214,354</b>
<b>Surplus/(Deficit) for the Year*</b>		<b>203,480</b>	<b>-</b>	<b>29,094</b>

**Raglan Community Arts Council**  
**Statement of Financial Position**  
 "What the entity owns?" and "What the entity owes?"  
 As at  
 31 March 2019

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Assets</b>				
<b>Current Assets</b>				
Bank accounts and cash*		172,119		93,095
GST Accrued		5,768		
Inventory*				
Other current assets				149
<b>Total Current Assets</b>		<b>177,887</b>	-	<b>93,244</b>
<b>Non-Current Assets</b>				
Property, plant and equipment*		410,021		230,670
KiwiBank Notice Saver account		1,225		151,176
KiwiBank Term deposit				23,848
<b>Total Non-Current Assets</b>		<b>411,246</b>	-	<b>405,694</b>
<b>Total Assets*</b>		<b>589,133</b>	-	<b>498,938</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Refundable key deposits		908		740
Creditors and accrued expenses*		4,465		
GST owing				
Unused donations and grants with conditions*		112,842		207,260
Other current liabilities				
<b>Total Current Liabilities</b>		<b>118,215</b>	-	<b>208,000</b>
<b>Non-Current Liabilities</b>				
Loans*				
Other non-current liabilities		-		-
<b>Total Non-Current liabilities</b>		-	-	-
<b>Total Liabilities*</b>		<b>118,215</b>	-	<b>208,000</b>
<b>Total Assets less Total Liabilities (Net Assets)*</b>		<b>470,918</b>	-	<b>290,938</b>
<b>Accumulated Funds</b>				
Capital contributed by owners or members*		213,271		236,771
Accumulated surpluses or (deficits)*		257,647		30,667
Reserves*		-		23,500
<b>Total Accumulated Funds*</b>		<b>470,918</b>	-	<b>290,938</b>

## Raglan Community Arts Council

### Statement of Cash Flows

"How the entity has received and used cash"

For the year ended  
31 March 2019

	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Cash Flows from Operating Activities*</b>			
<b>Cash was received from:</b>			
Donations, fundraising and other similar receipts*	228,490		140,689
Fees, subscriptions and other receipts from members*	1,887		1,787
Receipts from providing goods or services*	117,109		132,135
Interest, dividends and other investment receipts*	3,330		2,404
<b>Cash was applied to:</b>			
Payments to suppliers and employees*	233,293		191,584
Donations or grants paid*	360		600
Net GST	5,619		137
<b>Net Cash Flows from Operating Activities*</b>	<b>111,544</b>	-	<b>84,694</b>
<b>Cash flows from Investing and Financing Activities*</b>			
<b>Cash was received from:</b>			
Receipts from the sale of property, plant and equipment*			
Receipts from the sale of investments*	150,298		
Proceeds from loans borrowed from other parties*			
Capital contributed from owners or members*			
<b>Cash was applied to:</b>			
Payments to acquire property, plant and equipment*	182,818		14,728
Payments to purchase investments*			
Repayments of loans borrowed from other parties*			
Capital repaid to owners or members*			
<b>Net Cash Flows from Investing and Financing Activities*</b>	<b>(32,520)</b>	-	<b>(14,728)</b>
<b>Net Increase / (Decrease) in Cash*</b>	<b>79,024</b>	-	<b>69,966</b>
<b>Opening Cash*</b>	93,095		23,129
<b>Closing Cash*</b>	172,119	-	93,095
<b>This is represented by:</b>			
Bank Accounts and Cash*	172,119	-	93,095
	-		-



**Raglan Community Arts Council**  
**Statement of Accounting Policies**  
**"How did we do our accounting?"**  
For the year ended  
**31 March 2019**

**Basis of Preparation\***

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

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

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

**Income Tax**

Raglan Community Arts Council is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

**Bank Accounts and Cash**

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

**[Name of Specific Accounting Policy]\***

RCAC Financial Procedures were reviewed on 14th November 2017. Petty Cash amounts were increased.

**Changes in Accounting Policies\***

There have been no changes in accounting policies during the financial year.

Raglan Community Arts Council  
Notes to the Performance Report  
For the year ended  
31 March 2019

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Rents received and income from equipment hire	Old School	21691	23,247
	St Lazarus Kitchen	11030	9,535
	Movie equipment hire	1949	1,757
	<b>Total</b>	<b>34,670</b>	<b>34,539</b>

Revenue Item	Analysis	This Year \$	Last Year \$
Classes and course fees, participation fees, ticket sales and entry fees, Market stallholders fees	Classes and course fees	7995	10,500
	Participation fees	4177	4,260
	Ticket sales and entry fees	33647	18,467
	Market Stallholders fees	23377	14,303
<b>Total</b>	<b>69,196</b>	<b>47,530</b>	

Revenue Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other revenue from members	Subscriptions received	1,887	1,579
<b>Total</b>	<b>1,887</b>	<b>1,579</b>	

Revenue Item	Analysis	This Year \$	Last Year \$
Items sold on behalf of customers	RCAC events	22464	24,673
	Non RCAC events	4717	2,362
<b>Total</b>	<b>27,181</b>	<b>27,035</b>	

Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue	Interest		2,823
	<b>Total</b>	<b>3,330</b>	<b>2,823</b>

Revenue Item	Analysis	This Year \$	Last Year \$
Sponsorship and Advertising		9113	5,107
<b>Total</b>	<b>9,113</b>	<b>5,107</b>	

Revenue Item	Analysis	This Year \$	Last Year \$
Grants, donations and subsidies		228490	46,127
<b>Total</b>	<b>228,490</b>	<b>46,127</b>	

Revenue Item	Analysis	This Year \$	Last Year \$
Other revenue	Sundry income	15806	31,145
	Koha and donations received	40947	41,137
	Refreshment sales	5774	4,958
	Commission on Artists' sales	4206	1,468
<b>Total</b>	<b>66,733</b>	<b>78,708</b>	

**Raglan Community Arts Council**  
**Notes to the Performance Report**  
For the year ended  
31 March 2019

**Note 1a : Detailed Analysis of Revenue for Grants, Donations and Subsidies**

Revenue Item	Analysis	This Year \$	Last Year \$	
Grants, Donations and Subsidies - Details of Note 1	Unspent grants forward from last year	207260	6566	
	MSD OSCAR Grants	0	365	
	Creative Communities NZ - Waikato	4439	26171	
	Waikato District Council - Events fund	12079	0	
	Raglan Community Board	0	5000	
	Raglan Town Hall Committee	4054	2735	
	COGS	10000	9800	
	Trust Waikato	50000	8000	
	NZ Lottery Grants Board	0	150000	
	Southern Trust	10000	9750	
	Raglan Lions Club	8000	0	
	WEL Energy Trust	5000	35000	
	Sir John Logan Campbell Residuary Trust	20000		
	SuperValue Raglan	200		
	St Lazarus Trust	10000		
	Anonymous donor	300		
		Less Unspent grants forward to next year	-112842	-207260
		<b>Total</b>	<b>228,490</b>	<b>46,127</b>

**Raglan Community Arts Council**  
**Notes to the Performance Report**  
For the year ended  
31 March 2019

**Note 2 : Analysis of Expenses**

Expense Item	Analysis	This Year	Last Year
		\$	\$
Workshop and events	Workshops and Events	52,094	27,468
	<b>Total</b>	<b>52,094</b>	<b>27,468</b>

Expense Item	Analysis	This Year	Last Year
		\$	\$
Volunteer and employee related costs	Wages and salaries	75011	68,985
	Kiwi Saver - employer contribution	1494	1,510
	ACC Premiums	363	481
	Social events, gifts	127	699
	Staff training and expenses	2930	4,586
	<b>Total</b>	<b>79,925</b>	<b>76,261</b>

Expense Item	Analysis	This Year	Last Year
		\$	\$
Overheads and consumables	Venue hire	12203	7,605
	Power	2306	3,977
	Rent and rates	1404	2,485
	Telephone and internet	2660	2,491
	Printing and stationery	6825	7,375
	Freight and postage	668	878
	Bank fees	290	334
	Charities Services fee and Legal expenses	44	184
	Accounting and audit fees	2830	3,045
	Insurance	3907	3,625
	<b>Total</b>	<b>33,137</b>	<b>31,999</b>

Expense Item	Analysis	This Year	Last Year
		\$	\$
Payment to Artists for items sold	Customers reimbursed for items sold RCAC events	22464	24,673
	Customers reimbursed for items sold Non RCAC events	4717	2,362
	<b>Total</b>	<b>27,181</b>	<b>27,035</b>

Expense Item	Analysis	This Year	Last Year
		\$	\$
Repairs and maintenance	Equipment Repairs and Maintenance	2511	1,351
	Buildings Repairs and Maintenance	3888	3,255
	Grounds Repairs and Maintenance	1397	166
	Cleaning Buildings - Labour and Supplies	2278	5,759
	Replacements	2211	3,299
<b>Total</b>	<b>12,285</b>	<b>13,830</b>	

Expense Item	Analysis	This Year	Last Year
		\$	\$
Other expenses	Advertising and Marketing	6530	7,141
	Refreshment purchases	4057	4,172
	Xero Cloud Accounting Services	45	-
	General expenses	680	-
	Koha/Donations paid	360	600
	Subscriptions paid	81	25
	Kitchen expenses	5847	18,887
	Equipment lease and hire	1761	1,600
	Event Prizes - Art2Wear biennial event	9670	1,450
	Grants and Scholarships paid		0
	<b>Total</b>	<b>29,031</b>	<b>33,875</b>

Expense Item	Analysis	This Year	Last Year
		\$	\$
Depreciation expenses	Depreciation expense	3467	3,886
<b>Total</b>	<b>3,467</b>	<b>3,886</b>	

## Raglan Community Arts Council

## Notes to the Performance Report

For the year ended  
31 March 2019

## Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Cheque account	7759	10,840
	Business On Call Account	163761	81,655
	Petty Cash	600	600
	Accounts receivable	5768	-
	<b>Total</b>	<b>177,888</b>	<b>93,095</b>
Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments			
	<b>Total</b>	<b>-</b>	<b>-</b>
Asset Item	Analysis	This Year \$	Last Year \$
Inventory			
	<b>Total</b>	<b>-</b>	<b>-</b>
Asset Item	Analysis	This Year \$	Last Year \$
Other current assets			
	<b>Total</b>	<b>-</b>	<b>-</b>
Asset Item	Analysis	This Year \$	Last Year \$
Investments	KiwiBank Term Deposit	0	23847
	KiwiBank Notice Saver account	1,226	151,176
	<b>Total</b>	<b>1,226</b>	<b>175,023</b>
Asset Item	Analysis	This Year \$	Last Year \$
Other non-current assets	Term Deposit		
	<b>Total</b>	<b>-</b>	<b>-</b>
Liability Item	Analysis	This Year \$	Last Year \$
Creditors and accrued expenses	Refundable key deposits	870	740
	Income received in advance	4305	-
	Accounts payable	160	-
	<b>Total</b>	<b>5,335</b>	<b>740</b>
Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable			
	<b>Total</b>	<b>-</b>	<b>-</b>
Liability Item	Analysis	This Year \$	Last Year \$
Unspent donations and grants with		112842	207,260
	<b>Total</b>	<b>112,842</b>	<b>207,260</b>
Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities			
	<b>Total</b>	<b>-</b>	<b>-</b>
Liability Item	Analysis	This Year \$	Last Year \$
Loans			
	<b>Total</b>	<b>-</b>	<b>-</b>
Liability Item	Analysis	This Year \$	Last Year \$
Other non-current liabilities	Kitchen Bench top	-	-
	<b>Total</b>	<b>-</b>	<b>-</b>

**Raglan Community Arts Council**  
**Notes to the Performance Report**  
For the year ended  
31 March 2019

**Note 4 : Property, Plant and Equipment**

This Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*	-			-	-
Buildings*	216,954	177,385			394,339
Motor Vehicles*	-				-
Furniture and fixtures*	865			396	469
Kitchen Equipment	-	4,315		81	4,234
Computers (including software)*	1,395	1,118		571	1,942
Arts Equipment	11,456			2,419	9,037
Heritage assets	-				-
<b>Total</b>	<b>230,670</b>	<b>182,818</b>	<b>-</b>	<b>3,467</b>	<b>410,021</b>

PPE7 - PPE8	
Current Valuation*	Source and Date of Valuation*

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*				-	-
Buildings*	200,262	16,692			216,954
Motor Vehicles*					-
Furniture and fixtures*	9,938		8,387	686	865
Office equipment*	10,328		10,328		-
Computers (including software)*	51	1,665		321	1,395
Arts Equipment		14,335		2,879	11,456
Heritage assets					-
<b>Total</b>	<b>220,579</b>	<b>32,692</b>	<b>18,715</b>	<b>3,886</b>	<b>230,670</b>

Significant Donated Assets Recorded - Source and Date of Valuation*	

Significant Donated Assets - Not Recorded*	

**Raglan Community Arts Council**  
**Notes to the Performance Report**  
For the year ended  
31 March 2019

**Note 5: Accumulated Funds**

This Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
<b>Opening Balance</b>	236,771	30,667	23,500	290,938
Capital contributed by owners or members*				-
Capital returned to owners or members*	(23,500)			(23,500)
Surplus/(Deficit)*		203,480		203,480
Distributions paid to owners or members*		-		-
Transfer to Reserves*				
Transfer from Reserves*		23,500	(23,500)	
<b>Closing Balance</b>	<b>213,271</b>	<b>257,647</b>	<b>-</b>	<b>470,918</b>

Last Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
<b>Opening Balance</b>	226,771	11,573	13,500	251,844
Capital contributed by owners or members*	10,000			10,000
Capital returned to owners or members*				-
Surplus/(Deficit)*		29,094		29,094
Distributions paid to owners or members*		-		-
Transfer to Reserves*		(10,000)	10,000	
Transfer from Reserves*		-	-	
<b>Closing Balance</b>	<b>236,771</b>	<b>30,667</b>	<b>23,500</b>	<b>290,938</b>

Breakdown of Reserves		Actual*	Actual*
Name*	Nature and Purpose*	This Year	Last Year
		\$	\$
Creative Space/ Clay Shed Plus	New building	-	23,500
	<b>Total</b>	-	23,500

**Raglan Community Arts Council**  
**Notes to the Performance Report**  
For the year ended  
31 March 2019

**Note 6 : Commitments and Contingencies**

**Commitments**

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

**Contingent Liabilities and Guarantees**

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

**Notes 7-7**



## INDEPENDENT AUDITOR'S REPORT

To the Trustees of Raglan Community Arts Council

### Report on the Financial Statements

I have audited the financial statements of Raglan Community Arts Council on pages 5 to 16, which comprise the balance sheet as at 31 March 2019, the income statement, and statement of changes in equity for the year then ended, and a summary of significant accounting policies and other explanatory information.

### Trustees' Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view of the matters to which they relate 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.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the presentation of the financial statements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor I have no relationship with, or interests in, Raglan Community Arts Council.

### Opinion

In my opinion, the financial statements on pages 5 to 16 comply with generally accepted accounting practice in New Zealand; give a true and fair view of the financial position of Raglan Community Arts Council as at 31 March 2019 and its financial performance for the year ended on that date.

Richard Thomson  
19 July 2019

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Name	58	Quantity	Price	Total
			Subtotal	\$7,813.51
			Discount Amount	-\$136.00
			Discounted Subtotal	\$7,677.51
			GST Amount	\$1,151.63
			Total	\$8,829.14



## DISCRETIONARY FUNDING APPLICATION FORM

### Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the *Guidelines for Funding Applications* document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- The checklist on page 5 MUST be completed.

Waikato District Community Wellbeing Trust Fund

Project

### Section I – Your details

Name of organisation

Te Kauwhata Squash Club

What is your organisation's purpose?

Please see Appendix 1 - 1.1

Address: (Postal)

P.O. Box 2  
Te Kauwhata

Address: (Physical if different from above)

Mahi Road  
Te Kauwhata, 3710

Contact name, phone number/s and email address

Jeff Lyons - 0274994030  
jeff@lakewoodlodge.co.nz

Charities Commission Number: (If you have one)

Are you GST registered? No  Yes  GST Number 19/405/326

Bank account details 03/1574/0001875/000

Bank Westpac Branch Huntly

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

## Section 2 – Community wellbeing and outcomes

Which of the five community outcomes for the Waikato district does this project contribute to?  
(See the guidelines sheet for more information on this section.)

Accessible  Safe  Sustainable  Thriving  Vibrant

### **Waikato District Community Outcomes**

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

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

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

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

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

## Section 3 – Your event/project

What is your project, including date and location? (please provide full details)

Please see Appendix 1 - 1.2

How many volunteers are involved? Who is involved in your project?

Please see Appendix 1 - 1.3

How will the wider community benefit from this project?

Please see Appendix 1 - 1.4



### Section 4 – Funding requirements

**Note :** Please provide full details of how much your project will cost, how much you are seeking from the Waikato District Council and other providers, details of other funding and donated materials/resources being sourced, and current funds in hand to cover the costs of the project.

All fields must be completed in the following sections	<b>GST Inclusive Costs</b>
<b>Total cost of the project/event</b>	\$ 184763.92

<b>Existing funds available for the project</b>	<b>Total A</b>	\$ 5000.00
---	----------------	------------

<b>Funding being sought from Waikato District Council Project Breakdown</b> (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	
Upgrade of Kitchen	\$ 30000.00
	\$
	\$
	\$
	\$
	\$
<b>Total B</b>	\$

<b>Funding been sought from other funders?</b>	
a) New Zealand Community Trust	\$ 15000.00
b) Lotteries Community Facilities Grant	\$ 89763.92
c) WEL Energy Trust	\$ 45000.00
d)	\$
<b>Total C</b>	\$ 149763.92

<b>Total Funding Applied for</b> (Add totals A, B & C together to make Total D)	<b>Total D</b>	\$ 184763.92
Note : This total should equal the Total Cost of the Project		

Describe any donated material / resources provided for the project:

Please see Appendix 1 - 1.5

### Section 5 – Previous Funding Received from Waikato District Council

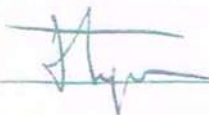
If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

Name of fund and project description	Amount received	Date
N/A		

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

I confirm that an accountability statement has been completed and returned

Signed: \_\_\_\_\_



Name: \_\_\_\_\_

Jeff Lyons

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

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

21/3/2020

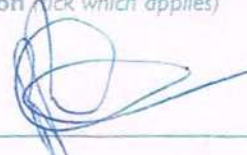
Position in organisation (tick which applies)

Chairman

Secretary

Treasurer

Signature: \_\_\_\_\_



Date: \_\_\_\_\_

21/3/2020

Position in organisation (tick which applies)

Chairman

Secretary

Treasurer

## Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	<input checked="" type="checkbox"/>
Discussed your application with the Waikato District Council community development co-ordinator	<input checked="" type="checkbox"/>
Nominated the fund you are applying for	<input checked="" type="checkbox"/>
Completed Section 1 – Your details	<input checked="" type="checkbox"/>
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	<input checked="" type="checkbox"/>
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	<input checked="" type="checkbox"/>
Enclosed a copy of any documentation verifying your organisations legal status	<input checked="" type="checkbox"/>
Included copies of written quotes	<input checked="" type="checkbox"/>
Completed Section 2 - community outcomes	<input checked="" type="checkbox"/>
Completed Section 3 – details of your event/project	<input checked="" type="checkbox"/>
Completed Section 4 – Funding requirements – <b>Budget and quotes need to match. Include copies of written quotes.</b>	<input checked="" type="checkbox"/>
Completed Section 5 where funding has been received in the previous 2 years	<input type="checkbox"/> N/A
Obtained two signatures on your application	<input checked="" type="checkbox"/>

**Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.**





# QUOTE

Te Kauwhata Squash Club

**Date**  
8 Oct 2019

**Expiry**  
7 Nov 2019

**Quote Number**  
QU-0077

**Reference**  
Kitchen

**GST Number**  
124-286-107

DTK Builders LTD  
141 Hall Road  
RD 2 Te Kauwhata 3782  
Waikato  
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Kitchen Renovation/Upgrade	1.00	27,218.00	27,218.00

Isolate plumbing & electrical, remove existing kitchen, rangehood, wall linings where needed, floor coverings & water damaged flooring.

Frame out & install new flooring. Renew plumbing & electrical to suit new kitchen. Install new wall linings where needed. Plaster new & skim existing gib where needed. Paint Walls & trims where needed. Re paint ceiling.

Install new kitchen (as per plan) Install benchtops with upstand. Install top bar benchtop.

Install new 900m rangehood. Install new led lights to ceiling.

Install new vinyl sheet flooring , coved up walls & kitchen units.

Breakdown - all including gst.

Kitchen - \$11,053.80

Electrical - \$4,680

Plumbing - \$1,916

Plastering - \$1,425

Painting - \$1,731

Floor coverings - \$3,654

Building labour, kitchen install -\$4,255

Materials - \$2,662

Subtotal	27,218.00
TOTAL GST 15%	4,082.70
<b>TOTAL NZD</b>	<b>31,300.70</b>





# QUOTE

Te Kauwhata Squash Club

**Date**  
28 Jan 2020

**Expiry**  
28 Jan 2021

**Quote Number**  
QU-0085

**Reference**  
Changing rooms

**GST Number**  
124-286-107

DTK Builders LTD  
141 Hall Road  
RD 2 Te Kauwhata 3782  
Waikato  
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
<p>Woman's Changing Room;</p> <ul style="list-style-type: none"> <li>-Remove existing partitions, toilets, vanity, wall linings, floor tiles. Isolate power &amp; plumbing.</li> <li>-Cut out &amp; re install new shower wastes.</li> <li>-Re frame walls where needed, install strapping to black wall &amp; install Gib Aqualine backing board.</li> <li>-Install IBS white Showerline composite/aluminium powder coated wall linings with white PVC trims to bathroom &amp; changing room areas.</li> <li>-Plumb up for new vanity, Toilets &amp; shower.</li> <li>-Wire up for new lights &amp; power points. Wire up &amp; install new ducting for bathroom fans.</li> <li>-Custom make new storage door &amp; jamb for toilet area, re frame door opening up off floor .</li> <li>-Plastering &amp; painting.</li> <li>-Supply &amp; install new partition blocks in white (subcontractor).</li> <li>-Install wall hung 1500mm 2 basin vanity &amp; 1500mm mirror. Supply &amp; install 2 x new toilets &amp; shower rails.</li> <li>-Supply &amp; install slip rated covered vinyl flooring to wet areas &amp; new waterproof carpet to changing room area.</li> <li>-Custom make cubby hole wall storage</li> <li>-Fix up existing slat seating &amp; ease existing entry door.</li> </ul>	1.00	48,889.00	48,889.00
<p>Men's Changing Room</p> <ul style="list-style-type: none"> <li>-Remove existing partitions, toilets, vanity, wall linings, floor tiles. Isolate power &amp; plumbing.</li> <li>-Cut out &amp; re install new shower wastes.</li> <li>-Re frame walls where needed, install strapping to black wall &amp; install Gib Aqualine backing board.</li> <li>-Re configure partition set up to cubicles. Cut concrete &amp; re lay where needed.</li> <li>-Install IBS white Showerline composite/aluminium powder coated wall linings with white PVC trims to bathroom &amp; changing room areas.</li> <li>-Plumb up for new vanity, Toilets &amp; shower.</li> <li>-Wire up for new lights &amp; power points. Wire up &amp; install new ducting for bathroom fans.</li> <li>-Custom make new storage door &amp; jamb for toilet area, re frame door opening up off floor .</li> </ul>	1.00	47,167.00	47,167.00

Description	Quantity	Unit Price	Amount NZD
-Plastering & painting. -Supply & install new partition blocks in white (subcontractor). -Install wall hung 600mm 1 basin vanity & 600mm mirror. Supply & install 1 x new toilets & shower rails. -Supply & install slip rated covered vinyl flooring to wet areas & new waterproof carpet to changing room area. -Custom make cubby hole wall storage -Fix up existing slat seating & ease existing entry door.			
		Subtotal	96,056.00
		TOTAL GST 15%	14,408.40
		<b>TOTAL NZD</b>	<b>110,464.40</b>

**SPENCER**  
FLOORING LTD



Physical Address:  
Unit 1, 53 George Drive  
Huntly  
Postal Address:  
PO Box 115 Huntly 3700  
Office phone: 07 8286435  
Tim: 021 566 772  
Keith: 021 973 772  
Email: [tspencer@hotmail.co.nz](mailto:tspencer@hotmail.co.nz)

GST No: 112-471-944

## Estimate Quote / Statement

Bill To:  
Matt Young

Ship To:  
Te Kawhata Squash  
Club

Date:  
06/03/2020

Invoice No:  
Squash Club

Quantity	Description	Unit Price	Total
	Remove, Prep, Supply & Lay Tarkett SafeT Vinyl to Bar, Kitchen, Toilet & Storeroom Upstairs. Coved Vinyl to Bar & Kitchen. All Joins to be Thermal Welded & Threshold Strips Included.		\$11123.68
	Remove, Light Prep & Lay Feltex Commercial Carpet - Direct Stick Method to Upstairs Area's & Downstairs Area's Including Men's & Woman's Changing Rooms & All Stairs, Threadsafe Stair Nosing to Stairs.		\$18452.60

Bank Account Number:  
03-1570-0419449-000  
Spencer Flooring Ltd  
Thank you for your business

Subtotal:	\$29576.28
GST:	\$4436.44
<b>FULL TOTAL DUE:</b>	<b>\$34012.72</b>

Unlock Painting and Decorating Ltd.  
[unlockpainters.co.nz](http://unlockpainters.co.nz)  
 @unlockpainters

Head Office - Hamilton  
 North Island - 07 211 3766  
 New Zealand

Lucas Mendonca +64 21 131 6969  
[lucas@unlockpainters.co.nz](mailto:lucas@unlockpainters.co.nz)

Sygmun Rudolph +64 21 083 27981  
[sygmun@unlockpainters.co.nz](mailto:sygmun@unlockpainters.co.nz)

<b>DATE</b>	<b>14/01/2020</b>			
<b>CLIENT</b>	Te Kauwhata Squash Club			
<b>JOB</b>	Interior Painting - Renovation			
<b>ADDRESS</b>	Te Kauwhata			
<b>DESCRIPTION</b>	Prepare and Paint surfaces as project specifications.			
	<b>ITEM</b>	<b>Qty</b>	<b>Qty PRICE</b>	<b>TOTAL PRICE</b>
	Interior Painting	1		\$ 7,614.00
			<b>TOTAL</b>	\$ 7,614.00
			<b>GST</b>	\$ 1,142.10
			<b>TOTAL + GST</b>	<b>\$ 8,756.10</b>

[Home](#) > [Income tax](#) > **Account details**

**Account registration details**

Mail sent to	: TE KAUWHATA SQUASH CLUB
Refund bank	: 03-1574-00001875-0000
Closure reason	: Tax Exemption
Paper return	: Yes
Filing frequency	: Annual
Balance date	: 31-March
Customer class	: Unincorporated Society/Club
Account closed	: 03-Oct-1986
Exemption reason	: Amateur Sportsclub





Court 1

Court 2

Canopy

Bar  
Restricted  
Area

Lounge  
Area

Canopy

Storage  
Room

Toilet

Kitchen

Principal  
Entrance

70

Eaves

Viewing Area

Viewing Area

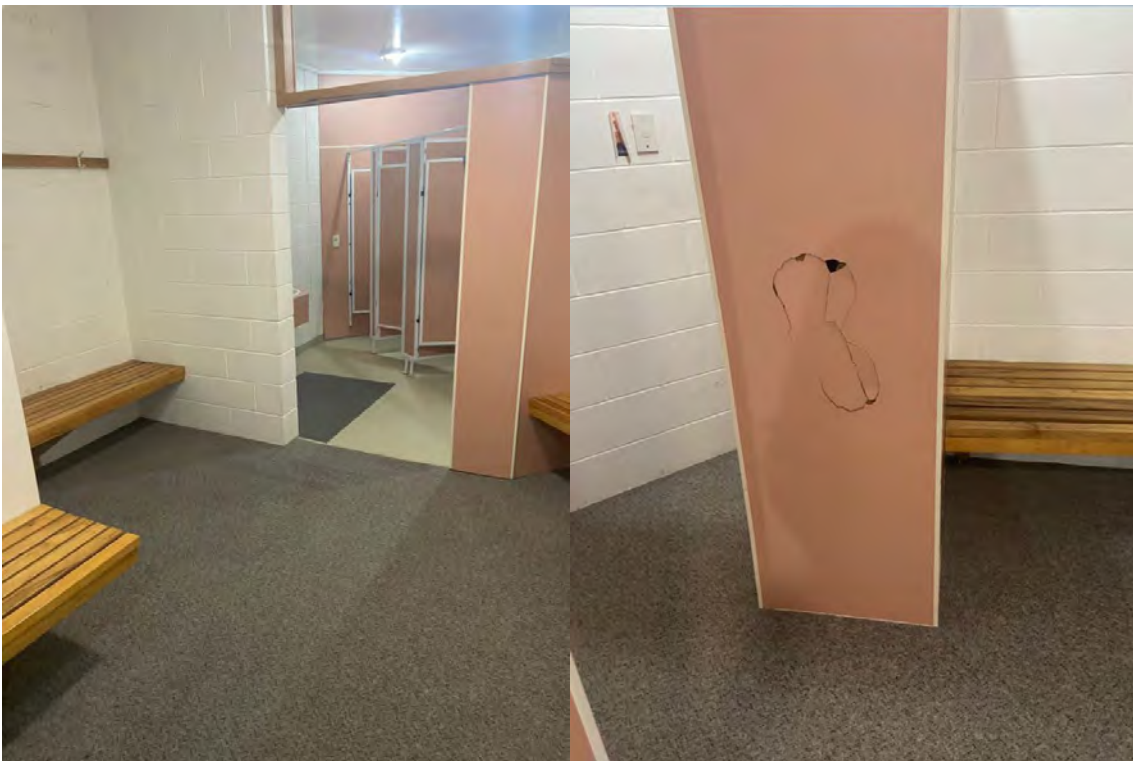
Telephone

Eaves

**Te Kauwhata Squash Club  
Plan of Club Premises**

**12d Model  
Scale 1:125  
Sun Jun 24 13:16:47 2018**













# CERTIFICATE OF INCORPORATION

**TE KAUWHATA SQUASH INCORPORATED**

**207564**

This is to certify that TE KAUWHATA SQUASH INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 16th day of September 1983.



*Neville Harris*

Registrar of Incorporated Societies  
17th day of February 2011



For further details visit [www.societies.govt.nz](http://www.societies.govt.nz)

Certificate printed 17 Feb 2011 22:05:05 NZT

403 Waerenga Road,  
RD1, Te Kauwhata  
Matt: 021 441 472  
Sheena: 0274 978 860  
sheena@callavate.co.nz

Monday 2<sup>nd</sup> March 2020

Re: Support in the Critical Refurbishment of the Te Kauwhata Squash Club

To Whom it may concern,

The Te Kauwhata Squash Club is a very important part of the Te Kauwhata Community. The club has members spread over the whole of the North Waikato/South Auckland area with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. We also have members coming from the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou and Ngāti Taratikitiki.

Te Kauwhata spearheaded a Junior Squash coaching program serving juniors in the Te Kauwhata primary school, three early childhood learning centres and the Te Kauwhata College for teenagers from year 7 through to year 13. We are proud to have Te Kauwhata be the engine room for new squash talent coming out of Waikato.

The members of the Squash club do everything they can to look after the premises and facilities, but the club is in urgent need of critical refurbishment. The kitchen and bathrooms need to be redone so the club can host functions and tournaments like other clubs across Waikato.

As a community, we don't want to see the building begin to deteriorate and to have this community hub not continue to deliver critical services to the community.

For the squash club to thrive and continue, the facilities need critical refurbishment. If you lend your support in funding this project, we will endeavour to support fundraising initiatives in any way we can.

Kind regards,



Sheena Young  
CALLAVATE LTD  
0274 978 860

**Te Kauwhata Squash Club<sup>76</sup> Committee Members 2020:**

President – Jeff Lyons

Treasurer – Rodney Pilbrow

Secretary – Rodney Pilbrow with Adele Theron

Men's Club Captain – Alex Carson-Holloway

Women's Club Captain – Toni Grace

Maintenance/Health & Safety Officer – Terry Barlow

Stock Scheme Co-Ordinator – Matt Young

Social Media & Marketing Officer – Debbie Barlow

Funding Co-Ordinators – Debbie Barlow, Adele Theron and Jeff Lyons

Terry Barlow  
Farm Manager  
975 Rotongaro Road  
RD 2  
Huntly 3772

1 March 2020

To Whom It May Concern

**Support in the Critical Refurbishment of the Te Kauwhata Squash Club**

My name is Terry Barlow and I am an active committee member of the Te Kauwhata Squash Club. I moved to the area 4 years ago and joined Te Kauwhata Squash Club as I enjoy playing squash and it is a great way to meet new people in the area.

I am a registered member of Tainui and my Iwi affiliations are Ngati Toa Rangatira, Ngati Hikairoa, Ngati Mahuta and Ngati Maniapoto.

I fully support the refurbishment of Te Kauwhata Squash Club as the club is a very important part of the Te Kauwhata Community. The club has members from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. We also have members coming from the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou, Ngati Mahuta, and Ngāti Taratikitiki.

Te Kauwhata spearheaded a Junior Squash coaching program serving juniors in the Te Kauwhata primary school, three early childhood learning centres and the Te Kauwhata College for teenagers from year 7 through to year 13. We are proud to have Te Kauwhata be the engine room for new squash talent coming out of Waikato.

The junior programmes that are being developed are an excellent way to keep our rangitahi engaged and passionate about learning a sport and thriving within a positive learning environment.

The junior programme that is being run is called "Youthopia". Which is a child development programme encouraging young people to have fun, express themselves and strive to reach their full potentials through the sport squash. This programme was developed by Brian Barnett, founder of Dardir Squash, well renowned top squash coach and former NZ squash champion.

To create a successful learning environment that our rangitahi can be proud of we need to upgrade our kitchen and changing rooms. The members of the Squash club do everything they can to look after the premises and facilities, but the club is in urgent need of critical refurbishment so the club can host functions and tournaments like other clubs across Waikato. Our club has been listed as a

venue for the upcoming Youthopia North Waikato/South Auckland series of 8 tournaments for beginners and lower graded players.

As a community, we don't want to see the building begin to deteriorate and to have this community hub not continue to deliver critical services to the community.

For the squash club to thrive and continue, the facilities need critical refurbishment. If you lend your support in funding this project, we will endeavour to support fundraising initiatives in any way we can.

Kind Regards

A handwritten signature in blue ink, appearing to read 'T. Barlow', is positioned above the typed name.

Terry Barlow  
Farm Manager  
Kerr Farms Ltd

Date: 1 March 2020

To whom it may concern,

## Squash Auckland - Affiliation and Support

The Te Kauwhata Squash Club is an affiliated club to Squash Auckland Inc.

The Te Kauwhata Squash Club is very supportive of Squash Auckland programmes and initiatives. They are active supporters of our participation programmes which are run for their community such as junior programmes that link into the local Te Kauwhata Primary and Te Kauwhata College schools. They also run junior coaching and Women in Squash programmes at their club, as well as club nights, Business House, and participate in the regional interclub competition. Due to the government's plans for an influx of new people into this area, expanding on the Te Kauwhata Squash club is a critical investment to be undertaken within Waikato. The phases of the project we discussed with the club is as follows:-

- 1) PHASE 1: 2020: Critical Refurbishment of Kitchen and Changing facilities/ bathrooms
- 2) PHASE 2: 2021/2022: Building the 3<sup>rd</sup> squash court
- 3) PHASE 3: 2022/2023: Building the 4<sup>th</sup> squash court

Squash Auckland fully support the club's funding application and hope that the Lotteries Commission Facilities Fund will prioritise this project above all other applications received.

Should you require any additional information, please feel free to contact me directly.

Yours Sincerely



John Fletcher

General Manager Squash Auckland



**Squash Auckland**  
PO Box 26599  
Epsom  
Auckland 1344  
New Zealand

Tel: (09) 623 7855  
Mob: 021 166 0517  
[www.squashauckland.org.nz](http://www.squashauckland.org.nz)

## **TE KAUWHATA SQUASH CLUB**

Squash is a racquet sport played by two players in a four-walled court with a small, hollow rubber ball. For more information about squash, please see [http://en.wikipedia.org/wiki/Squash\\_\(sport\)](http://en.wikipedia.org/wiki/Squash_(sport))

The Te Kauwhata Squash club was established in 1983 and is an Incorporated Society. It has a proud history of being built by locals who supplied the labour force under the local builder. Being an agricultural area crops were grown & members turned out in force to help get the clubs' build completed. It is probably the last club build in the greater Auckland region.

### **Community**

The club has members spread over the whole of the North Waikato/South Auckland area with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. Many of the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou and Ngāti Taratikitiki are members of our Squash club.

For a small but expanding club, it punches well above its weight compared to other Auckland affiliated clubs. Our Interclub teams are always right up there challenging for titles, our social members are enjoying playing to stay fit & active and all members taking an active role in the club. We are a proud squash club on the rise!!

### **The club is affiliated to Squash New Zealand and Squash Auckland and its purposes include:**

- Providing amenities, facilities and equipment for the game of squash for all ages both competitive & social.
- Being beneficial to the community by providing on-going physical exercise
- Promoting and providing Interclub competitions for its members, currently with 1 mens and 1 womens team in the Auckland competition. We also run our annual Club Championships for members.
- Providing two Business House competitions per year for our members and non-members of our wider community
- A highly successful club night has been running on Wednesday nights
- Providing squash coaching throughout the Te Kauwhata community. The squash coaching program serves juniors in the Te Kauwhata primary school, three early childhood learning centres and the Te Kauwhata College for teenagers from year 7 through to year 13. The community leaders have reported that squash is an excellent discipline for the children of the community, ensuring that they stay off the streets whilst simultaneously learning about discipline, leadership and life skills. We are proud to have squash club juniors engaged in the Squash New Zealand tournament circuit and to have Te Kauwhata be the engine room for new squash talent coming out of Waikato





## Te Kauwhata Squash Club Flying Into 2020

2019 has been a success story for the Te Kauwhata Squash Club. Driven by a passionate President, Jeff Lyons, and committee, the support of committed parents and club members and Coach Brian Barnett the club has achieved historic milestones with the club upgrade, membership numbers, fully attended club nights, delivery of elite exhibition squash and its 48-strong junior club. Squash has many positive attributes, but in TK Squash the most important is that it is the people's game, a game where club members are the priority and the delivery of their ideas takes preference. Barnett places the club's success squarely at the all-inclusive approach which has created a family atmosphere second to none. The TK Squash club is a positive place where people and their families have fun.

Continuing the momentum into 2020, the club will inaugurate a Tuesday afternoon Ladies squash group, are currently planning school holiday squash camps and has been instrumental in the development and implementation of a regional tournament series for children. Locally, the club will continue its relationship with Te Kauwhata Primary and is delighted to welcome Waerenga Primary into its squash family. Micro courts, small Perspex squash courts, will be built onsite at Waerenga offering its pupils a "squash taster" which will be followed by two free open days for Waerenga pupils to experience squash and activities at the club.

Barnett strongly advocates for parental involvement in his junior programmes, "The kids love it when Mum or Dad come on court and play with them; play is essential for childhood development and is at the heart of our child development programme SquashRockets. This programme offers more than just squash and includes, dance, drumming, movement and comic making keeping the short concentration spans of the children occupied with activities that bring fun and laughter".

The successful pilot of SquashRockets at TK Squash has led to the programme being taken up by multiple Primary schools as their annual electives programme.

With its open-door policy, the TK Squash club welcomes all who wish to try squash. Whether individual, families, or with your business, come on down to our Wednesday club night on Mahi Road, meet some new people, play some squash and enjoy the family fun atmosphere of the Te Kauwhata squash Club.

For information regarding the TK Squash Club check our Facebook page @TeKauwhataSquashClub or contact Jeff Lyons [jeff@lakewoodlodge.co.nz](mailto:jeff@lakewoodlodge.co.nz). For squash coaching information contact Brian Barnett at [bardisquashcreative@outlook.com](mailto:bardisquashcreative@outlook.com)



## Maintenance Over the years

Over the last 10 years, the club has had a lot of upgrading done. A security alarm system with electronic entry was installed in 2011, the outside and half of the inside was painted in 2012/2013. Also, new shower heads installed & deferred maintenance has been completed. In 2016, we installed gas hot water to the whole building, we hope that this will help the club run tournaments again in the future as before we didn't have enough hot water for even 8

people to shower after games. This has been possible due to members being involved in fund raising activities or completing work at the club. We currently have plans to upgrade our kitchen and mens and womens toilets and showers which is critically needed.

Twice a year the club holds a working bee day with up to 15 members participating in providing maintenance to the club.

**Te Kauwhata Squash Club is a voluntary run organisation which provides the following services:-**

- CLUB FACILITIES - We have two courts, one being a glass back court. Entry to club members is provided via a swipe FOB system, with members being able to use the courts 24/7.
- CLUB NIGHTS - Club nights are held every Wednesday from 6:30-9:30pm where members can come along for some fun games and meet other members of the club.
- INTERCLUB - Members have access to play Interclub. It is teams of four people and you travel to other clubs in the Auckland region.
- TOURNAMENTS – Our members regularly participate in Squash Tournaments as follows:



# Squash Waikato District Calendar 2020

Tournaments	
Feb 14-15	Leamington Open (No points)
Sunday Feb 16	Women's 900 Series @ Matamata
Feb 21-22	Ngaruawahia B
Sunday Feb 23	Women's 900 Series @ Gayher
Feb 28-1st Mar	Cambridge Racquets Festival
Sunday Mar 1	Women's 900 Series @ Te Aroha
Mar 6-7	HSTC B & Masters
Sunday Mar 8	Women's 900 Series @ Te Puke
Mar 13-14	Ruakura B
Mar 13-14	Tauarunui Classic Doubles
Sunday Mar 15	Women's 900 Series @ Lugton Park
Mar 20-22	Matamata Open*
Mar 20-21	Te Kuiti B
Sunday Mar 22	Women's 900 Series @ Edgewater
Mar 27-28	Motinsville B
Mar 28-29	Junior Quadrangular @ Franklin
Sunday Mar 29	Women's 900 Series @ Leamington
Apr 3-5	Waikato Doubles @ L.P. & Ruakura
Sunday Apr 5	Women's 900 Series @ Mount
Apr 17-18	Hamilton Old Boys B
Apr 17-19	Thames Open*
Sunday Apr 19	Women's 900 Series @ Cambridge
Apr 24-25 (AMZAC)	Paeroa B
Apr 24-26 (AMZAC)	NZ Junior Open @ Devoy
May 1-3	Waikato Open @ HSTC
Sunday May 3	Women's 900 Series @ Tokona (FINAL)
May 8-9	Huntly A2
May 8-9	Te Aroha Open*
May 9	Leamy Shield Challenge @ Tauarunui
Sunday May 10	Werder Rackets 1-Day @ Te Rapa
May 15-16	Leamington B
May 15-16	Aria B*
May 18-21	Taupiri Farmers
May 22-23	Te Awamutu B*
Sunday May 24	Werder Rackets 1-Day @ Matamata
May 29-31 (oa)	Cousins Shield/Mitchell Cup @ Devoy
May 29-31 (oa)	Mercury Bay Open*
June 5-6	Waikato Masters @ Cambridge
June 5-6	Waikato Junior Open @ Leamington
June 8	Waikato Secondary Schools - Girls Teams
June 11	Waikato Secondary Schools - Boys Teams
June 12-13	Te Rapa B
Sunday June 14	Werder Rackets 1-Day @ Cambridge
June 16	Waikato Secondary Schools - Individuals
June 19	Te Awamutu Farmers
June 19-20	Lugton Park B
June 24-26	Leamington Farmers (No points)
June 25-28	Waikato District Superchamps Eliminations
June 26-28	NZ Senior Nationals @ North Shore
Sunday June 28	Werder Rackets 1-Day @ Huntly
Jul 3-4	Motinsville Open*
Jul 4-6	North Island Junior Age Groups @ Hamilton
Jul 10-11	HSTC Open
Jul 10-11	South Island Junior Age Groups @ Squash City Invercargill
Jul 16-18	Waipa Open
Jul 17-19	Matamata B
Jul 24-25	Tauarunui B*
Sunday Jul 26	Werder Rackets 1-Day @ Lugton Park
Jul 31-Aug 1	Thames B
Jul 31-Aug 1	Te Kuiti B*
Jul 31-Aug 2	Masters Club Team Champs-AD Long Cup @ Otago
Sunday Aug 2	Werder Rackets 1-Day @ Leamington
Aug 7-8	Ngaruawahia Open
Aug 7-9	NZ Secondary Schools @ Devoy
Aug 14-15	Waikato Open*
Sunday Aug 16	Werder Rackets 1-Day @ Te Awamutu
Aug 21-22	Lugton Park Open
Aug 28-29	Huntly A2*
Aug 28-30	NZ Senior Teams @ Hutt City
Sunday Aug 30	Werder Rackets 1-Day @ Paeroa
Sep 3-6	Waikato Graded Champs @ Matamata*
Sep 11-12	Paeroa A2*
Sunday Sept 13	Werder Rackets 1-Day @ Hamilton (Final)
Sep 18-20	Te Awamutu Masters and J Grade
Sep 23-26	Superchamps Nationals
Oct 1-7	NZ Junior Nationals @ Christchurch Squash Club
Oct 16-17	Taupiri A Grade
Oct 16-20	NZ Masters @ Northland
Oct 30-Nov 1	Whangamata Open
Saturday Nov 7	Waikato Squash AGM/Awards
Dec 4-5	Te Rapa Xmas Doubles

Interclub	
Wires Interclub (12 weeks)	
April 1	Women's Starts
June 17	Women's Finals
March 31 Men's Starts	
June 16	Men's Finals
Spring Interclub (12 weeks)	
July 22	Women's Starts
October 14	Women's Finals
July 21	Men's Starts
October 13	Men's Finals
Summer Interclub (5 weeks/points)	
November 4	Mixed Teams Starts
December 2	Men's/Women's Finals

Werder Rackets 1-Day Series	
Sunday 10 May @ Te Rapa	
Sunday 24 May @ Matamata	
Waikato Junior Open 5th - 7th June @ Leamington	
Sunday 14 June @ Cambridge	
Sunday 28 June @ Huntly	
Sunday 26 July @ Lugton Park	
Sunday 2 August @ Leamington	
Sunday 16 August @ Te Awamutu	
Sunday 30 August @ Paeroa	
Sunday 13 September @ Hamilton	



Superchamps	
June 1	Entries/lost receipts due
June 11	Grading list transfer out-off
June 12	Cut-off date for eligibility/booking/playing order
June 15	Team Changes Deadline
June 18	Draws Published
June 25-28	District Eliminations
Sept 23-26	National Finals

WAIBOP Women's 900 Series	
Monday 16 February @ Matamata	
Sunday 23 February @ Geysler	
Sunday 1 March @ Te Aroha	
Sunday 8 March @ Te Puke	
Sunday 15 March @ Lugton Park	
Sunday 22 March @ Edgecumbe	
Sunday 29 March @ Cambridge	
Sunday 5 April @ Mount	
Monday 19 April @ Cambridge	
Sunday 3 May @ Tokona (FINAL)	



## Squash Waikato Supporters



**TRY IT. PLAY IT.**

Squash Waikato  
PO Box 9270  
Hamilton 3200  
Phone 0274 863 024  
mailto:membership@sqwaikato.co.nz



**TE KAUWHATA COLLEGE**  
TE KURA TUARUA O TE KAUWHATA

28 February 2020

To Whom It May Concern

**Support in the Critical Refurbishment of the Te Kauwhata Squash Club**

The Te Kauwhata Squash Club is a very important part of the Te Kauwhata Community. The club has members spread over the whole of the North Waikato/South Auckland area with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. We also have members coming from the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou and Ngāti Taratikitiki.

Te Kauwhata spearheaded a Junior Squash coaching program serving juniors in the Te Kauwhata primary school, three early childhood learning centres and the Te Kauwhata College for teenagers from year 7 through to year 13. We are proud to have Te Kauwhata be the engine room for new squash talent coming out of Waikato.

The members of the Squash club do everything they can to look after the premises and facilities, but the club is in urgent need of critical refurbishment. The kitchen and bathrooms need to be redone so the club can host functions and tournaments, as other clubs do across the Waikato.

As a community, we don't want to see the building begin to deteriorate and probably lose this service to the community.

For the squash club to thrive and continue, the facilities need critical refurbishment. If you lend your support in funding this project, we will endeavour to support fundraising initiatives in any way we can.

Ngaa mihi

Deborah Hohneck  
Principal



Deborah Hohneck  
Principal  
MEdL (Hons)

PO Box 24  
Te Kauwhata 3741

50 - 64 Waerenga Rd  
Te Kauwhata 3710  
Waikato  
New Zealand

Ph: 07 826 3715  
Txt: 027 960 1750

admin@tkcoll.school.nz  
www.tkcoll.school.nz



We C.A.R.E. ~ Communicate Aspire Respect Engage

Principal: Brian Martin

Te Kauwhata Primary School  
Wira Street, PO Box 46, Te Kauwhata, 3741

Phone: 07 8263564  
www.tkp.school.nz

4 Wira Street

Te Kauwhata

3710

05.03.20

To Whom It May Concern

**Support in the Critical Refurbishment of the Te Kauwhata Squash Club**

The Te Kauwhata Squash Club is a very important part of the Te Kauwhata Community. The club has members spread over the whole of the North Waikato/South Auckland area with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. We also have members coming from the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou and Ngāti Taratikitiki.

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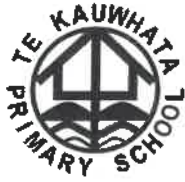
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As a community, we don't want to see the building begin to deteriorate and to have this community hub not continue to deliver critical services to the community.

For the squash club to thrive and continue, the facilities need critical refurbishment. If you lend your support in funding this project, we will endeavour to support fundraising initiatives in any way we can.

Kind Regards

Brian Martin  
Principal  
Te Kauwhata Primary School



We C.A.R.E. ~ Communicate Aspire Respect Engage

*Principal: Brian Martin*

Te Kauwhata Primary School  
Wira Street, PO Box 46, Te Kauwhata, 3741

Phone: 07 8263564  
www.tkp.school.nz

4 Wira Street

Te Kauwhata

3710

05.03.20

To Whom It May Concern

**Support in the Critical Refurbishment of the Te Kauwhata Squash Club**

The Te Kauwhata Squash Club is a very important part of the Te Kauwhata Community. The club has members spread over the whole of the North Waikato/South Auckland area with members coming from Waerenga, Glen Murray, Rangiriri, Onewhero, Huntly, Mercer, Meremere, Ohinewai and Te Kauwhata. We also have members coming from the Waikato Tainui hapū of Ngāti Hine, Ngāti Naho, Ngāti Pou and Ngāti Taratikitiki.

The members of the Squash club do everything they can to look after the premises and facilities, but the club is in urgent need of critical refurbishment. The kitchen and bathrooms need to be redone and we are concerned that if this refurbishment does not take place that the building will begin to decline.

As a community, we don't want to see the building begin to deteriorate and to have this community hub not continue to deliver critical services to the community.

Kind Regards

Brian Martin  
Principal  
Te Kauwhata Primary School



**Jan Sedgwick  
Whangamarino Ward  
Councillor  
Waikato District Council**

2 March 2020

TO WHOM IT MAY CONCERN

I am happy to add my support to an application for funding, by the Te Kauwhata Squash Club

Te Kauwhata does not have a council-provided community facility for sports, so we rely on individual organisations to develop and maintain their own clubrooms. I note the Squash Club leases its land from Waikato District Council on a very long-term peppercorn rental and there is no intention to change this.

TK Squash Club forms part of the network of small community facilities in the fast-growing village, whose population is projected to at least double from its current 1700 residents within the next 8 years.

This growth is underpinned by the Waikato Regional Council's Policy statement on growth, aligned with the FutureProof growth strategy of that council, along with Hamilton City Council and Waikato District Council. Te Kauwhata is also identified in the H2A (Hamilton to Auckland) growth corridor work as a residential growth node, and will be further endorsed in the about-to-be-released Waikato District Council Economic and Growth Strategy 2070.

In brief, this means we are already seeing growth in the once small agricultural services town, and with the development by Winton Partners at Lakeside of 1600 homes, a commercial space and retirement village, along with the already consented 1800 sections elsewhere in the village and surrounds, growth is inevitable. The proposed Sleepyhead factory and 1,000 house development at Ohinewai, 10 minutes to the south will also have a significant impact on the recreational facilities in Te Kauwhata.

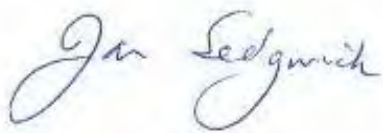
The Squash Club plays a key role in the social wellbeing of this village. I understand, from attending its AGMs, that it has an active membership and is widening its reach to introduce more people to squash

This is a letter by me personally, as a fourth term councilor for this area on the Waikato District Council...

Any assistance you can offer would be greatly appreciated by the wider Te Kauwhata community which regularly uses this facility.

Yours sincerely

*We wish to advise that the signature inserted below is electronic.*





Te Kauwhata Squash Club  
Financial Statements  
For the Year Ended 30 September 2019

Te Kauwhata Squash Club Accounts  
Contents  
For the Year Ended 30 September 2019

- Page 1. Contents
- Page 2. Statement of accounting policies
- Page 3. Statement of Financial Performance
- Page 4. Statement of Financial Position
- Page 5. Asset Register

Te Kauwhata Squash Club  
Statement of Accounting Policies  
for the Year Ended 30 September 2019

General Accounting Policies

The general accounting principals recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis are used. Reliance is placed on the fact that the business is a going concern. Accrual accounting is used to match expenses and revenues.

Particular Accounting Policies

Fixed Assets are shown at cost. This is a departure from Financial Reporting Standard 3. Accounts Receivable are valued at their expected net realisable value. Inventories are valued at cost. These statements are prepared on a GST exclusive basis.

Changes in Accounting Policies

There have been no changes in accounting policies in the period under review.

Related Party Disclosure

There have been no material transactions with any related party.

**Te Kauwhata Squash Club**  
**Statement of Financial Performance**  
**For the Year Ended 30 September 2019**

		<b>2019</b>	<b>2018</b>
<b>Cattle Trading</b>			
<b>Sales</b>		0.00	0.00
Opening Stock	0.00	(3,698.43)	
Purchases	0.00	0.00	
Less Closing Stock	0.00	0.00	(3,698.43)
	0.00		
Gross Profit from Cattle		0.00	3,698.43
<b>Bar Trading</b>			
<b>Sales</b>		3,028.23	1,922.96
Opening Stock	1,835.00	1,232.50	
Less Closing Stock	1,765.00	1,835.00	(602.50)
	70.00		
Gross Profit from the Bar		2,958.23	2,525.46
<b>Subscription Income</b>		5,499.30	3,130.43
<b>Interclub Fees Received</b>		239.13	131.98
<b>Business House Income</b>		356.52	217.39
<b>Interest Received</b>		12.08	11.38
<b>Grants</b>		4,124.00	0.00
<b>Sponsorship</b>		1,000.00	1,039.13
<b>Other Income</b>		194.78	191.30
<b>Coaching Income</b>		2,556.52	0.00
		16,940.58	10,945.51
<b>Expenses</b>			
Gen Exp	341.74		832.17
Business House Costs	0.00		0.00
Int Pd	285.41		285.41
Power and Gas	1,808.55		1,409.45
Bank Fee	103.83		104.65
Phone	679.96		671.03
Interclub Exp	711.27		373.77
R&M	5,712.91		1,370.84
Affiliation fees	1,645.90		1,707.34
Insurance	2,652.00		2,652.00
Fixed Asset Write Off	0.00		0.00
Coaching costs	743.48		0.00
		14,685.04	9,406.67
		2,255.54	1,538.84

**Te Kauwhata Squash Club**  
**Statement of Financial Position**  
**For the Year Ended 30 September 2019**

	<b>2019</b>	<b>2018</b>
<b>Equity</b>		
Opening Accumulated Funds	351,021.68	349,482.84
Excess of Income over Expenditure	2,255.54	1,538.84
	353,277.22	351,021.68
<b>Current Assets</b>		
Bank	15,185.16	12,620.57
Bar Stock	1,765.00	1,835.00
Cattle	0.00	0.00
Till Float	3,234.20	2,852.60
Sundry Debtors	1,258.10	1,028.10
	21,442.46	18,336.27
<b>Current Liabilities</b>		
Gst	(75.47)	(39.18)
Fob Deposit	773.97	617.45
Creditors	1,356.78	548.92
Lumley Finance Loan	830.72	908.16
	2,886.00	2,035.35
<b>Working Capital</b>	18,556.46	16,300.92
<b>Fixed Assets</b>	334,720.77	334,720.77
	353,277.22	351,021.68
	(0.00)	(0.00)

**Te Kauwhata Squash Club**  
**Fixed Assets Register**  
**For the Year Ended 30 September 2019**

for the Year Ended 30 September 2019

Purchase Date	For the Year	Depreciation	Type	Number of	Book Value	Disposals	Additions	Loss/(Profit)	Depreciation	Closing Balance
	Ended 30									
	September									
	2019									
<b>Buildings</b>										
Building	266276.70	0.00%	DV	12	266276.70				-	266276.70
Architect	17205.30	0.00%	DV	12	17205.30				-	17205.30
Voluntary Labour	10000.00	0.00%	DV	12	10000.00				-	10000.00
Water Supply	1099.54	0.00%	DV	12	1099.54				-	1099.54
Stair Door	68.43	0.00%	DV	12	68.43				-	68.43
Changing Rooms Decorating	1593.82	0.00%	DV	12	1593.82				-	1593.82
Water Line	789.79	0.00%	DV	12	789.79				-	789.79
Carpet	4005.10	0.00%	DV	12	4005.10				-	4005.10
Furnishings	115.00	0.00%	DV	12	115.00				-	115.00
	<u>301153.68</u>				<u>301153.68</u>	0.00	0.00	0.00	-	<u>301153.68</u>

**Plant and Equipment**

Lights Car Park	1466.30	0.00%	DV	12	1466.30		0.00		-	1466.30
Honours Board	638.32	0.00%	DV	12	638.32		0.00		-	638.32
Fire Equipment	226.68	0.00%	DV	12	226.68		0.00		-	226.68
Stove ( \$835 inc GST= \$726.09 new stove pu	726.09	0.00%	DV	12	726.09		0.00		-	726.09
Sandwich Maker	510.62	0.00%	DV	12	510.62		0.00		-	510.62
Kitchen Utensils	141.46	0.00%	DV	12	141.46		0.00		-	141.46
Chiller	1200.00	0.00%	DV	12	1200.00		0.00		-	1200.00
Cash Register	613.00	0.00%	DV	12	613.00		0.00		-	613.00
Drink Container	26.40	0.00%	DV	12	26.40		0.00		-	26.40
Tables	380.30	0.00%	DV	12	380.30		0.00		-	380.30
Chairs and Tables	2093.60	0.00%	DV	12	2093.60		0.00		-	2093.60
Mugs, Ashtrays and Mirror	79.65	0.00%	DV	12	79.65		0.00		-	79.65
Trophies	425.33	0.00%	DV	12	425.33		0.00		-	425.33
Burglar Alarm	857.62	0.00%	DV	12	857.62		0.00		-	857.62
Vacuum Cleaners	731.89	0.00%	DV	12	731.89		0.00		-	731.89
Glass Washer	2850.00	0.00%	DV	12	2850.00		0.00		-	2850.00
Extractor Fan	478.74	0.00%	DV	12	478.74		0.00		-	478.74
Grill	395.01	0.00%	DV	12	395.01		0.00		-	395.01
Fridge	400.00	0.00%	DV	12	400.00		0.00		-	400.00
Gardens	1004.85	0.00%	DV	12	1004.85		0.00		-	1004.85
Floor Mat	453.60	0.00%	DV	12	453.60		0.00		-	453.60
Lounge Suite	1697.73	0.00%	DV	12	1697.73		0.00		-	1697.73
MYOB Software	304.78	0.00%	DV	12	304.78		0.00		-	304.78
Microwave	280.00	0.00%	DV	12	280.00		0.00		-	280.00
Deep Fryer	703.13	0.00%	DV	12	703.13		0.00		-	703.13
Crockery / Cutlery	117.16	0.00%	DV	12	117.16		0.00		-	117.16
TV and VCR/DVD	861.33	0.00%	DV	12	861.33		0.00		-	861.33
Entertainment Unit	763.56	0.00%	DV	12	763.56		0.00		-	763.56
Table Tennis Set	23.69	0.00%	DV	12	23.69		0.00		-	23.69
Electronic Door Lock	4869.00	0.00%	DV	12	4869.00		0.00		-	4869.00
Areial	522.00	0.00%	DV	12	522.00		0.00		-	522.00
TV	617.00	0.00%	DV	12	617.00		0.00		-	617.00
Blinds	1261.00	0.00%	DV	12	1261.00		0.00		-	1261.00
Table Tennis Table	603.00	0.00%	DV	12	603.00		0.00		-	603.00
Gas Installation	4345.00	0.00%	DV	12	4345.00		0.00		-	4345.00
Fridge	900.00	0.00%	DV	10	900.00		0.00		-	900.00
	<u>33567.84</u>				<u>33567.84</u>	0.00	0.00	0.00	-	<u>33567.84</u>
	<u>334721.52</u>				<u>334721.52</u>	0.00	0.00	0.00	-	<u>334721.52</u>

## DISCRETIONARY FUNDING APPLICATION FORM

### Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. **All parts of the application MUST be completed** and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- The checklist on page 5 **MUST** be completed.

Waikato District Community Wellbeing Trust Fund  Project

### Section I – Your details

#### Name of organisation

Ruawaro Combined School

#### What is your organisation's purpose?

Primary School, to teach children

#### Address: (Postal)

76 Bain Rd  
RD2, Huntly 3772

#### Address: (Physical if different from above)

as above

#### Contact name, phone number/s and email address

School = 078266706 admin@ruawaro.school.nz  
Amy Roberts (Parent) 078266765 amy550@gmail.com

#### Charities Commission Number: (If you have one)

N/A

Are you GST registered? No  Yes  GST Number 521061164

Bank account details 1 2 / 3 4 5 4 / 0 0 6 6 6 1 4 / 0 0

Bank ASB Branch Te Rapa

#### The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status



## Section 2 – Community wellbeing and outcomes

Which of the five community outcomes for the Waikato district does this project contribute to?  
(See the guidelines sheet for more information on this section.)

Accessible  Safe  Sustainable  Thriving  Vibrant  **Healthy**

### Waikato District Community Outcomes

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

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

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

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

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

## Section 3 – Your event/project

What is your project, including date and location? (please provide full details)

To turf our school court, some time this year (depending on impact of COVID-19 in our community)

Location = Ruawaro Combined School.

To instal mobile tennis net & netball hoops with the ~~turf~~ turf to create a multi-purpose surface.

How many volunteers are involved? Who is involved in your project?

1 volunteer = myself coordinating the process

Team Turf = installers of the turf

How will the wider community benefit from this project?

This turf will supply a much safer and user friendly surface for our children at school. The addition of the mobile tennis net and netball hoops allow for a multipurpose area.

The court is also used by our local tennis club during tennis season.

Following up with some information regarding our application for funding to have our School court turfed.

We currently have 67 students. Turfing of our courts would be an exceptional way to add safety for students as it will be less slippery when we have sports. This will also add the benefit of extra playground markings, for multiple students using it at one time.

The benefits from the courts being turfed will allow many sports such as hockey, netball, tennis and smaller ball games, especially during the wet months of the year. This is an added safety precaution for our students and a great benefit for all winter sports games.

We are situated next to the local tennis club that will also find they use the courts in tennis season.

The community will also have access to the tennis court for outside school hours, to visit and use. We have also in the past held community stalls there on school event days, and this would also be a benefit to the stall holders.

Turfing our courts would be a visual and safety improvement on the concrete, and leave a result for children, and adults, many years of enjoyment and sports growth, from novice to the experienced.

Unfortunately we will no longer be applying with Grassroots as they have halted all funding applications so this is the only application we are putting forward.

The quote from Team turf is valid with today's date 11 June 2020. I have attached a copy

If there is anything else I can help you with please email me at [kmccclay@ruawaro.school.nz](mailto:kmccclay@ruawaro.school.nz)

Regards

Karen McClay  
Board Chairperson  
Ruawaro Combined School

### **Section 4 – Funding requirements**

**Note :** Please provide full details of how much your project will cost, how much you are seeking from the Waikato District Council and other providers, details of other funding and donated materials/resources being sourced, and current funds in hand to cover the costs of the project.

<i>All fields must be completed in the following sections</i>	<b>GST Inclusive Costs</b>
<b>Total cost of the project/event</b>	\$

<b>Existing funds available for the project      Total A</b>	\$
--	----

<b>Funding being sought from Waikato District Council Project Breakdown</b> <i>(itemised costs of funding being sought)</i> <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i>	
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total B</b>	\$

<b>Funding been sought from other funders?</b>	
a)	\$ _____
b)	\$ _____
c)	\$ _____
d)	\$ _____
<b>Total C</b>	\$ _____

<b>Total Funding Applied for</b> (Add totals A, B & C together to make Total D) <b>Total D</b>	\$ _____
<i>Note : This total should equal the Total Cost of the Project</i>	

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

**Section 5 – Previous Funding Received from Waikato District Council**

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

Name of fund and project description	Amount received	Date
<i>N/A</i>		

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

I confirm that an accountability statement has been completed and returned

Signed: *N/A* Name: \_\_\_\_\_

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

Signature: *Roberts* Date: *25.3.2020*

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

*→ signing on behalf of Karen McClay  chairperson, who due to covid-19 restrictions is unable to sign, but has given me verbal permission to sign.*

Signature: *Robert* Date: *25.3.2020*

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

*Gareth Roberts - BOT Member ~ unable to sign himself due to above reasons but has given permission for me to sign on behalf.*



## Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

Items Required	Enclosed ✓
Read and understood the guidelines for funding applications document	<input checked="" type="checkbox"/>
Discussed your application with the Waikato District Council community development co-ordinator	<input checked="" type="checkbox"/>
Nominated the fund you are applying for	<input checked="" type="checkbox"/>
Completed Section 1 – Your details	<input checked="" type="checkbox"/>
Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club	<input checked="" type="checkbox"/>
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	<input checked="" type="checkbox"/>
Enclosed a copy of any documentation verifying your organisations legal status	<input checked="" type="checkbox"/>
Included copies of written quotes	<input checked="" type="checkbox"/>
Completed Section 2 - community outcomes	<input checked="" type="checkbox"/>
Completed Section 3 – details of your event/project	<input checked="" type="checkbox"/>
Completed Section 4 – Funding requirements – <b>Budget and quotes need to match. Include copies of written quotes.</b>	<input checked="" type="checkbox"/>
Completed Section 5 where funding has been received in the previous 2 years	<input checked="" type="checkbox"/>
Obtained two signatures on your application	<input checked="" type="checkbox"/>

**Please note:** Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.



11 June 2020

Ruawaro Combined School  
Bain Road  
Ruawaro 3772

Dear Amy

Thank you for giving Teamturf the opportunity to quote on the surfacing of your Multi-use sports area at Ruawaro Combined School.

The dimensions of the surface are 34.7m x 16.35m, a total area of 567sqm. The following line markings are included in the quotation: 1 x tennis and 1 x netball.

#### Base Patching

Please allow a PC sum of \$500 + GST for the base patching of the existing base. Any depressions and high points will be patched out using a specialist resurfacing compound.

Court Surfacing – click here <https://teamturf.co.nz/school-multi-use-turf/> to view these product swatches

Satellite \$23,850.00 + GST

A 19mm surface designed for low to medium intensity use for private or school areas. This is a straight pile turf that has been used in Primary and Intermediate Schools around NZ for the last 35 years, this is a great entry level turf that will drain well and suit the requirements for most sports.

Challenge \$25,300.00 + GST

Challenge is a 19mm surface designed for high intensity use. This 19mm pile combined with the high yarn content makes for a long lasting and hard-wearing surface. This surface has similar playing characteristics to the Satellite surface but with 10% more yarn, this turf will provide another 2-3 years of use in most schools.

Probounce Coolplus (Recommended) \$26,100.00 + GST

A 16mm surface designed for ultimate school multi use area. The twisted yarn fibres and lower sand volume combined with a great range of colours gives the court great visual appearance. This texturised monofilament yarn fibre provides a non-directional turf for hockey ball roll and a consistent ball bounce for all other ball sports.

#### The price above includes the following:

- The above pricing is based on installation of green turf inside the netball court and coloured turf on the outside perimeter. Approximately 1.5m to 2m strip.
- Installation of the new surface including all permanent line marking
- Sanding of the new surface using the highest quality sub-angular sand ex the Waikato river
- Grooming of the sand and finishing of the court and site tidy up.

NB- Teamturf take no responsibility for damage to existing driveways and footpaths due to construction traffic. We will take all care to minimise damage but we cannot be responsible for damage to poorly constructed or old concrete/asphalt areas.



### Temporary Fencing

Please allow a PC sum of \$500+ GST for temporary fencing to be installed for the duration of works, where required to meet the school's health & safety requirements.

### Equipment

Supply and installation of a Deluxe Mobile Tennis Net	\$2,350.00 + GST
Supply and Installation of Mobile Netball Hoops x 2	\$1,350.00 + GST

### Benefits of using Teamturf surfacing:

- Optimum impact absorption
- Durable
- Easy and quick installation
- Range of colours available
- Improved surface feel under foot
- No freezing or icing over surface
- Consistent performance all year round
- Quality controlled factory production
- Low maintenance

### Guarantee

T.E.A.M Sports Surfaces provides a guarantee on the surface for 8 years against any premature breakdown of the yarn due to ultraviolet rays. T.E.A.M Sports surfaces will guarantee the surface joins/seams and all installation workmanship for a period of 24 months following completion of the installation.

### Health and Safety



In March 2018, Teamturf was certified and approved to category 3 Pre-Qualification for Auckland Council Health and Safety Standards. This is an extremely comprehensive process showing Teamturf has achieved the highest level of system implementation when it comes to the safety of our own staff, sub-contractors and the general public around our worksites.

### Payment Terms:

- 30% on signing of the contract
- 70% on completion of the installation

This quote is valid for 60 days from the above date and is in accordance with the Construction Contracts Act 2002.

### Company Profile

Teamturf was established in 2006 and offers a range of very high quality Australian and European manufactured products to the New Zealand sporting industry. These surfaces are manufactured using the highest quality raw materials sourced from Germany, Holland and Switzerland. Teamturf Ltd is 50% New Zealand owned and operated and sources a range of internationally approved running track surfaces and synthetic turf products for athletics, soccer, rugby, tennis, hockey, school multi-use, cricket, playgrounds and landscaping. Our current product range includes surfaces with the following international body certification: FIFA, IAAF, World Rugby, International tennis





federation, Federation of International Hockey, Federation of International Basketball and Cricket Australia.

Teamturf has a very experienced installation team who are full time employees of the company. They are all skilled in the installation of all products and surfaces and we offer a 2 year warranty on all our installation workmanship. Our installation team are experienced in all areas and projects of all sizes, ranging from small cricket wickets to a 17,000sqm soccer facility in Auckland.

Phil Lewis is the Managing Director of the Teamturf head office in Auckland and has extensive industry knowledge having been in the artificial turf industry since 2002. Phil has been involved in small local projects through to large sports facility construction throughout Asia and the South Pacific. From initial design concept through to hands on site installation, Phil has extensive technical knowledge in all areas.

Any questions, please do not hesitate to contact me.

Kind regards

Teamturf

A handwritten signature in black ink that reads 'K A Ratcliffe'.

Keith Ratcliffe

Business Development Manager

027 291 1122





**teamturf**  
SPORT PLAY HOME

SPORT

## School Multi-Use References

### **ACG Sunderland- November 2019**

Probounce Coolplus- 1,300sqm

### **Karapiro School- September 2019**

Probounce Coolplus- 750sqm

### **Podium Lodge – July 2019**

Challenge – 720sqm

### **Te Awamutu Primary School – July 2019**

Probounce Coolplus – 846sqm

### **St Josephs School – July 2019**

Challenge – 690sqm

### **Te Poi School – May 2019**

Challenge inner & Coolplay surround – 930sqm

### **Mount Roskill Grammar School – April 2019**

Probounce Coolplus – 1,400sqm

### **Melville High School – February 2019**

Challenge – 2059sqm

### **Ficino School – Jan 2019**

Probounce Coolplus – 420sqm

### **Pukekohe Hill School – Jan 2019**

Probounce Coolplus- 392sqm

### **Takapuna Grammar School – Jan 2019**

Challenge court surface – 2,000sqm

### **Elim Christian College Junior Campus- August 2018**

Probounce Coolplus and Challenge- 1,900sqm

### **Wainui School- July 2018**

Multi-use – Challenge 800sqm

### **Howick College – May 2018**

Multi-use – Challenge 2,070 sqm





**teamturf**  
SPORT PLAY HOME

SPORT

**Karaka School – April 2018**

Multi-use – Probounce Coolplus 775sqm

**Whatawhata School – March 2018**

Multi-use – Satellite 1,135sqm

**Strathallan College – February 2018**

Multi-use – Probounce Coolplus 1,620sqm

**Rototuna Junior High School – November 2017**

Multi-use & cricket – Challenge 2,780sqm

**Newlands College – June 2017**

Multi-use – Probounce Coolplus 4,200sqm

**Meadowbank School – May 2017**

Multi-use – Probounce Coolplus 920sqm

**Holy Cross School – February 2017**

Multi-use – Satellite 430sqm

**Bluestone School Timaru – January 2017**

Multi-use – Satellite 690sqm

**Ngahinapouri School – December 2016**

Multi-use – Satellite Plus 1,600sqm

**Bay Venues- Mt Maunganui- August 2016**

Multi-use – Protour, 600sqm

**Apanui School- Whakatane -August 2016**

Multi-use- Satellite Plus surface, 500sqm

**Whareama School, Wairarapa – March 2016**

Multi-use- Satellite Plus, 550sqm

**Scots College- Wellington- January 2016**

Multi-use -Probounce and playground, 700sqm

**Lindisfarne College- Hastings- October 2015**

Multi-use- Satellite Plus, 2,500sqm

**Wanganui High School- Sept 2016**

Multi-use- Satellite Plus, 3,000sqm







**teamturf**  
SPORT PLAY HOME

SPORT

**TE Pohue School , Te Pohue- July 2015**

Multi-use- Satellite Plus, 550sqm

**Macleans College- Bucklands Beach – June 2015**

Soccer/Rugby fields 10,300sqm

**Mount Maunganui Intermediate – Jan 2015**

Multi-use area 900sqm Satellite and fencing

**Papatoetoe North Primary School - June 2014**

Artificial surface 1404sqm Satellite

**Southwell School – Hamilton - June 2014**

Leisure Shelter sports surfacing

**Henderson High School – Auckland**

4 x tennis, 3 x netball, 2 x hockey

**Kereru School – Hawkes Bay - March 2014**

1 x Multi-sport court surface

**Maraekakaho School – Hawkes Bay - March 2014**

1 x Multi-sport court surface

**Maraenui School – Napier - Nov 13**

2 x multi-sport courts (netball and basketball)

Full construction, concrete base, fencing, equipment

**Otago Boys’ High School- Nov 13**

Arthur St, Littlebourne, Dunedin

850sqm, multi-use and cricket nets

**Te Kura Mana Maori O Whangaparaoa- Nov 13**

SH 35, Whangaparaoa Bay, East Cape

600sqm, 1 x tennis, 1 x netball, 1 x basketball, 1 x hockey

**Hororata School- Oct 13**

Bealey Rd, Hororata, Christchurch

600sqm, 1 x tennis, 1 x netball

**Rangitoto School- July 13**

Rangitoto Rd, Rangitoto, Te Kuiti

650sqm, 1 x tennis, 1 x netball, 1 x hockey

**Saint Patrick’s College- May 13**



Evans Bay Parade, Kilbirnie, Wellington  
8,600sqm Soccer/Rugby plus 500sqm cricket training facility

**King's School- Feb 13**  
Remuera Rd, Remuera, Auckland  
5,250sqm Rugby Field

**Bethlehem Primary School- Feb 13**  
Carmichael Rd, Bethlehem, Tauranga  
800sqm, 1 x tennis, 1 x netball, 1 x padder tennis, 1 x hockey

**Ruakituri School – Wairoa - Jan 13**  
1 x multi-sport court (netball and tennis) plus surrounds & pedestrian ramps  
patch plaster over existing concrete plus equipment

**Tangaroa College- Jan 13**  
Haumia Way, Flat Bush, Auckland  
1,995sqm, 3 x tennis, 3 x netball, 1 x basketball, 1 x running track

**Saint Kentigern School for Girls- Dec 12**  
Remuera Rd, Remuera, Auckland  
800sqm, 1 x tennis, 1 x netball, 1 x hockey



**Hereworth School- Oct 12**  
Te Mata Rd, Havelock North  
1,952sqm, 4 x tennis, 1 x hockey



**teamturf**  
SPORT PLAY HOME

SPORT

**Awatapu College- Jun 12**

434 Botanical Rd, Palmerston North  
3,040sqm, 5 x tennis, 5 x netball, 1 x hockey, 1 x running track

**Bucklands Beach Intermediate- Feb 12**

Bucklands Beach Rd, Pakuranga, Auckland  
2850sqm, 4 x tennis, 2 x basketball, 2 x futsal, 1 x hockey

**Elim Christian College Junior Campus- Jan 12**

Golflands Drive, Pakuranga, Auckland  
1200sqm, 1 x netball and playground softfall area

**Tainui Full Primary School- Jan 12**

Tainui St, Tokoroa  
1900sqm, 2 x netball, 1 x basketball, 3 x padder tennis, 1 x hockey

**Karamu High School - Nov 11**

Hastings  
Esteem courtyard Ø25m

**Gordonton School- Oct 11**

Woodlands Rd, Gordonton  
1150sqm, 2 x netball and 2 x basketball

**Te Rapa Primary School- Sept 11**

Ashurst Ave, Te Rapa, Hamilton  
1609sqm, 3 x tennis, 2 x netball, 1 x basketball, 1 x mini hockey

**Meadowbank School- Sept 11**

Kelvin Rd, Meadowbank, Auckland  
Full Construction- 306sqm, 1 x mini hockey and soccer

**Paparimu School- August 11**

Matheson Rd, Paparimu, Auckland  
558sqm, 1 x tennis, 1 x netball & basketball key

**Henderson High- June 11**

Henderson Valley Rd, Auckland  
2,000sqm, 4 x tennis, 3 x netball, 2 x hockey D's

**Putere School - May 11**

Putere  
1 x multi-sport court (netball, basketball, tennis, hopscotch and four-square)  
Full construction including equipment





**teamturf**  
SPORT PLAY HOME

SPORT

**Massey High- Jan 11**

Don Buck Rd, Massey, Auckland  
3,100sqm, 5 x tennis, 5 x netball, 3 x hockey D's

**Huntly College- Oct 10**

Bridge St, Huntly  
2,500sqm, 4 x tennis, 2 x netball, 1 x basketball, 3 x hockey D's

**Pukehomoamo School - Mar 10**

Pukehomoamo  
1 x multi-sport court (netball, tennis)

**Rhode St School- Feb 10**

Rhode St, Hamilton  
814sqm, 1 x tennis, 1 x netball and 1 x hockey D

**Weymouth Intermediate School- Dec 09**

Palmer St, Weymouth, Auckland  
1980sqm, 3 x Netball, 1 x hockey, 3 lane running track, 2 x volleyball and 4 x basketball

**Allandale School – June 09**

King St, Whakatane  
Full Construction- 650sqm play area with softfall underlay

**Kakaramea School – Jan 09**

South Taranaki  
1 x multi-sport court (netball, tennis and padder tennis)

**Taihape Area School – Nov 08**

Huia St, Taihape  
4 x tennis courts and hockey markings

**Te Mata School – Oct 08**

Nimon St, Havelock North  
1 x tennis and netball

**Upper Atiamuri School – Sept 08**

State Highway 30, Atiamuri  
1 x tennis and netball court

**Awakeri School – June 08**

State Highway 30, Whakatane  
2 x tennis, 2 x netball and hockey markings

**Waikowhai Intermediate School – Feb 08**





Richardson Rd, Mt Roskill, Auckland  
3 x tennis, 3 x netball and hockey markings

**Coley St School – Jan 07**  
Coley St, Foxton 1 x netball court

# Ruawaro Combined School

## Annual Report

for the year ended 31 December 2018

### School Directory:

Ministry Number: 1937  
 Principal: Sue Ewen  
 School Address: Bain Road, Ruawaro  
 School Postal Address: R D 2, Huntly 3772  
 School Phone: 07 826 6706  
 School Email: admin@ruawaro.school.nz

### Members of the Board of Trustees:

Name	Position	How Position Gained	Term Expires
Karen McLay	Parent Rep Chairperson	Elected May 2016	May 2019
Susan Ewen	Principal	ex Officio	
Matthew Baker	Parent Rep	Elected August 2018	May 2019
Carley Jones	Parent Rep	Elected August 2018	May 2019
Barry Bone		Co-opted June 2013	May 2019
Jared Cathcart	Parent Rep	Co-opted December 2017	May 2019
Lance Brough	Parent Rep	Co-opted December 2017	May 2019
Karyn McNally	Staff Rep	Re-elected May 2016	May 2019

Accountant / Service Provider: Russell Wilkinson

**Ruawaro Combined School****Annual Report**

for the year ended 31 December 2018

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**Ruawaro Combined School****Statement of Responsibility**

for the year ended 31 December 2018

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the Principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the School's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2018 fairly reflects the financial position and operations of the School.

The School's 2018 financial statements are authorised for issue by the Board.

Karen Marie McClay  
Full Name of Board Chairperson

Susan Margaret Ewen  
Full Name of Principal

KMclay  
Signature of Board Chairperson

SEwen  
Signature of Principal

22/5/2019  
Date

22.05.2019  
Date

## Ruawaro Combined School

## Statement of Comprehensive Revenue and Expense

for the year ended 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Revenue</b>				
Government grants	2	560,931	484,264	488,584
Locally raised funds	3	27,963	19,150	28,342
Interest earned		2,112	800	1,599
		<u>591,006</u>	<u>504,214</u>	<u>518,525</u>
<b>Expenses</b>				
Locally raised funds	3	11,685	9,000	10,169
Learning resources	4	336,596	284,820	274,057
Administration	5	41,531	37,767	40,298
Finance costs		358	566	564
Property	6	143,786	146,157	150,166
Depreciation	7	12,476	9,000	9,703
Loss on disposal of property, plant and equipment		1,180	-	994
		<u>547,612</u>	<u>487,310</u>	<u>485,951</u>
<b>Net Surplus / (Deficit) for the year</b>		<u>43,394</u>	<u>16,904</u>	<u>32,574</u>
Other comprehensive revenue and expenses		-	-	-
<b>Total comprehensive revenue and expense for the year</b>		<u><u>43,394</u></u>	<u><u>16,904</u></u>	<u><u>32,574</u></u>

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.



## Ruawaro Combined School

## Statement of Changes in Net Assets / Equity

for the year ended 31 December 2018

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
Balance at 1 January	<u>118,123</u>	<u>118,123</u>	<u>83,529</u>
Total comprehensive revenue and expense for the year	43,394	16,904	32,574
Capital contributions from the Ministry of Education:			
Contribution - furniture and equipment grant	-	-	2,020
- SNUP upgrade	-	-	-
Equity at 31 December	<u><u>161,517</u></u>	<u><u>135,027</u></u>	<u><u>118,123</u></u>
Retained Earnings	161,517	135,027	118,123
Reserves	-	-	-
Equity at 31 December	<u><u>161,517</u></u>	<u><u>135,027</u></u>	<u><u>118,123</u></u>

The above Statement of Changes in Net Assets / Equity should be read in conjunction with the accompanying notes.





## Ruawaro Combined School

## Statement of Financial Position

as at 31 December 2018

	Notes	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Current Assets</b>				
Cash and cash equivalents	8	114,565	119,918	142,054
Accounts receivable	9	37,991	19,410	25,173
Prepayments		66	685	685
Inventories	10	835	489	489
Investments	11	26,011	15,272	15,272
Funds due from the Ministry of Education	16	2,062	-	-
		<u>181,530</u>	<u>155,774</u>	<u>183,673</u>
<b>Current Liabilities</b>				
Accounts payable	13	28,395	24,430	24,430
GST payable		5,694	11,047	11,047
Revenue received in advance		231	-	43
Provision for cyclical maintenance	14	1,500	-	1,000
Finance lease liability - current portion	15	5,090	2,776	3,014
Funds held for capital works projects	16	-	-	45,053
		<u>40,910</u>	<u>38,253</u>	<u>84,587</u>
<b>Working Capital Surplus</b>		140,620	117,521	99,086
<b>Non Current Assets</b>				
Property, plant and equipment	12	54,055	42,741	41,241
<b>Non Current Liabilities</b>				
Provision for cyclical maintenance	14	23,568	24,917	19,110
Finance lease liability	15	9,590	318	3,094
		<u>33,158</u>	<u>25,235</u>	<u>22,204</u>
<b>Net Assets</b>		<u>161,517</u>	<u>135,027</u>	<u>118,123</u>
<b>Equity</b>		<u>161,517</u>	<u>135,027</u>	<u>118,123</u>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.



## Ruawaro Combined School

### Statement of Cash Flows

for the year ended 31 December 2018

	Note	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Cash flows from Operating Activities</b>				
Government grants		130,966	124,153	119,197
Locally raised funds		27,471	19,107	25,656
Goods and Services Tax (net)		(5,353)	-	3,386
Payments to employees		(44,690)	(43,000)	(40,407)
Payments to suppliers		(63,988)	(64,937)	(59,521)
Cyclical maintenance payments in the year		-	-	-
Interest paid		(358)	(495)	(564)
Interest received		2,153	800	1,363
<b>Net cash from / (to) the operating activities</b>		<u>46,201</u>	<u>35,628</u>	<u>49,110</u>
<b>Cash flows from Investing Activities</b>				
Proceeds from sale of PPE (and Intangibles)		-	-	-
Purchase of PPE (and Intangibles)		(13,609)	(10,500)	(9,655)
Purchase of investments		(10,739)	-	(15,272)
Proceeds from sale of investments		-	-	-
<b>Net cash from / (to) the investing activities</b>		<u>(24,348)</u>	<u>(10,500)</u>	<u>(24,927)</u>
<b>Cash flows from Financing Activities</b>				
Furniture and equipment grant		-	-	2,020
Finance lease payments		(4,289)	(2,211)	(2,615)
Painting contract payments		-	-	-
Funds administered on behalf of third parties		-	-	-
Funds held for capital works projects		(45,053)	(45,053)	34,251
<b>Net cash from Financing Activities</b>		<u>(49,342)</u>	<u>(47,264)</u>	<u>33,656</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<u>(27,489)</u>	<u>(22,136)</u>	<u>57,839</u>
Cash and cash equivalents at the beginning of the year	8	142,054	142,054	84,215
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<u>114,565</u>	<u>119,918</u>	<u>142,054</u>

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.



## Ruawaro Combined School

### Notes to the Financial Statements

for the year ended 31 December 2018

#### 1. Statement of Accounting Policies

##### a) Reporting entity

Ruawaro Combined School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view the School is a public benefit entity for financial reporting purposes.

##### b) Basis of Preparation

###### *Reporting Period*

The financial reports have been prepared for the period 1 January 2018 to 31 December 2018 and in accordance with the requirements of the Public Finance Act 1989.

###### *Basis of Preparation*

The financial statements have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

###### *Financial reporting standards applied*

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as "having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders".

###### *PBE Accounting Standards Reduced Disclosure Regime*

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

###### *Measurement base*

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

###### *Presentation currency*

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

###### *Specific accounting policies*

The accounting policies used in the preparation of these financial statements are set out below.





**Critical Accounting Estimates and Assumptions**

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

**Useful lives of property, plant and equipment**

The School reviews the estimated lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

**Critical Judgements in applying accounting policies**

Management has exercised the following critical judgements in applying accounting policies:

**Classification of leases**

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operating or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 15.

**Recognition of grants**

The School reviews the grant monies received at the end of each reporting period and whether any require a provision to carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

**c) Revenue Recognition****Government grants**

The School receives funding from the Ministry of Education. The following are the main types of funding that the school receives:

*Operational grants* are recorded as revenue when the School has rights to the funding, which is in the year that the funding is received.

*Teachers salaries grants* are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

*Use of land and buildings grants* are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using land and buildings which are owned by the Crown.

**Other Grants**

*Other grants* are recorded as revenue when the School has the rights to the funding, unless there unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

**Donations, Gifts and Bequests**

Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

**Interest revenue**

Interest revenue earned on cash and cash equivalents and investments is recorded as revenue in the period it is earned.



**d) Use of Land and Buildings Expense**

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant from the Ministry.

**e) Operating Lease Payments**

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

**f) Finance Lease Payments**

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

**g) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

**h) Accounts Receivable**

Accounts receivable represents items that the School has issued invoices for or accrued for, but has not received payment for at year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all the amounts due. The amount that is uncollectable (the provision for uncollectibility) is the difference between the amount due and the present value of the amounts expected to be collected.

**i) Inventories**

Inventories are consumable items held for sale and comprise stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

**j) Investments**

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the School may incur on sale or other disposal.

The School has met the requirements under Schedule 6 para 28 of the Education Act 1989 in relation to the acquisition of securities.





### k) Property, Plant, and Equipment

Land and buildings owned by the Crown are excluded from these financial statements. The Board's use of the land and buildings as "occupant" is based on a property occupancy document.

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Property, plant and equipment acquired with individual values under \$500 are not capitalised. They are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

#### **Leased Assets**

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets acquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

#### **Depreciation**

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Building improvements - Crown	20 years
Furniture and equipment	5-10 years
Information and communication technology	5 years
Music equipment	10 years
Other equipment	5-20 years
Leased assets held under a finance lease	Over the period of the lease
Library resources	12.5% diminishing value

### l) Intangible Assets

#### **Software costs**

Computer software acquired by the School is capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with subsequent maintenance and licensing of software are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.

Computer software with individual values under \$500 are not capitalised. They are recognised as an expense in the Statement of Comprehensive Revenue and Expense when incurred.





Computer software that the school receives from the Ministry of Education is normally acquired through a non-exchange transaction and is not of a material amount. Its fair value can be assessed at time of acquisition if no other methods lead to a fair value determination. Computer software purchased directly from suppliers at market rates are considered exchange transactions and the fair value is the amount paid for the software.

The carrying value of software is amortised on a straight line basis over its estimated useful life. The useful life of software is estimated as five years. The amortisation charge for each period and any impairment loss is recorded in the Statement of Comprehensive Revenue and Expense.

#### **m) Impairment of Property, Plant and Equipment and Intangible Assets**

The School does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

##### ***Non cash generating assets***

Property, plant and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

#### **n) Accounts Payable**

Accounts payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

#### **o) Employee Entitlements**

##### ***Short-term employee entitlements***

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date and annual leave earned but not yet taken at balance date.

#### **p) Revenue Received in Advance**

Revenue received in advance relates to a grant received from the Lion Foundation where there are unfulfilled obligations for the School to provide services in the future. The grant is recorded as revenue as the obligations are fulfilled and the grant earned.



**q) Provision for Cyclical Maintenance**

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside the day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's 10-year property plan (10YPP).

**r) Financial Assets and Liabilities**

The School's financial assets comprise cash and cash equivalents, accounts receivable and investments. All of these financial assets, except for investments that are shares, are categorised as "loans and receivables" for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, finance lease liability and funds held on behalf of the Ministry of Education. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

**s) Goods and Services Tax (GST)**

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the Statement of Cash Flows.

Commitments and contingencies are disclosed exclusive of GST.

**t) Budget Figures**

The budget figures are extracted from the School budget that was approved by the Board at the start of the year.

**u) Services Received In-Kind**

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in-kind in the Statement of Comprehensive Revenue and Expense.





	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>2. Government grants</b>			
Operational grants	118,901	116,190	112,442
Teachers' salaries grants	319,208	250,000	251,602
Use of land and buildings grants	115,132	115,000	114,458
Other MOE grants	7,690	3,074	10,082
	<u>560,931</u>	<u>484,264</u>	<u>488,584</u>
<b>3. Locally raised funds</b>			
Local funds raised within the School's community are made up of:			
<b>Revenue</b>			
Donations	1,219	1,500	2,091
Fundraising	14,687	5,850	12,045
Other revenue	1,387	1,800	3,300
Activities	2,842	3,400	2,962
Trading	7,828	6,600	7,944
	<u>27,963</u>	<u>19,150</u>	<u>28,342</u>
<b>Expenses</b>			
Fundraising (costs of raising funds)	4,646	3,300	2,738
Trading	7,039	5,700	7,431
	<u>11,685</u>	<u>9,000</u>	<u>10,169</u>
<b>Surplus (deficit) for the year locally raised funds</b>	<u>16,278</u>	<u>10,150</u>	<u>18,173</u>
<b>4. Learning resources</b>			
Curricular	6,450	4,720	3,925
Equipment repairs	603	1,000	179
Extra-curricular activities	6,498	5,100	3,872
Library resources	171	400	-
Employee benefits - salaries	322,460	267,000	263,174
Staff development	414	6,600	2,907
	<u>336,596</u>	<u>284,820</u>	<u>274,057</u>
<b>5. Administration</b>			
Audit fees	3,400	3,200	3,100
Board of Trustees fees	2,370	3,000	3,075
Board of Trustees expenses	1,045	752	838
Communication	1,036	1,200	1,150
Consumables	2,032	2,500	2,561
Operating lease	131	428	855
Other	3,573	2,587	3,682
Employee benefits - salaries	21,975	18,000	18,938
Insurance	869	-	805
Service providers, contractors, consultancy	5,100	6,100	5,294
	<u>41,531</u>	<u>37,767</u>	<u>40,298</u>



	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>6. Property</b>			
Caretaking and cleaning consumables	2,693	1,650	1,974
Cyclical maintenance expense	4,958	5,807	6,788
Grounds	4,263	7,700	6,958
Heat, light, and water	7,724	5,500	6,779
Repairs and maintenance	1,157	2,500	5,688
Use of land and buildings	115,132	115,000	114,458
Employee benefits - salaries	7,859	8,000	7,521
	<u>143,786</u>	<u>146,157</u>	<u>150,166</u>

The use of land and buildings figure represents 8% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

#### 7. Depreciation of Property, Plant and Equipment

Building improvements - Crown	1,116		1,116
Furniture & equipment	402		205
Information and communication technology	4,530		3,648
Leased assets	4,251		2,655
Library resources	404		470
Other fixed assets	1,773		1,609
	<u>12,476</u>	<u>9,000</u>	<u>9,703</u>

#### 8. Cash and Cash Equivalents

ASB Current account	71,689	32,419	54,555
ASB Society account	5,181	-	-
ASB Business Saver account	37,609	37,459	37,459
ASB Omni account	45	38	38
Short term bank deposits	-	50,000	50,000
Petty cash	41	2	2
Cash and cash equivalents for Statement of Cash Flows	<u>114,565</u>	<u>119,918</u>	<u>142,054</u>

The carrying value of short term deposits with maturity dates of 90 days or less approximates their fair value.

#### 9. Accounts Receivable

Receivables	5,325	4,645	4,645
Receivables from the Ministry of Education	1,208	-	5,763
Interest receivable	223	264	264
Teacher salaries grant receivable	31,235	14,501	14,501
	<u>37,991</u>	<u>19,410</u>	<u>25,173</u>
Receivables from exchange transactions	6,756	4,909	10,672
Receivables from non-exchange transactions	31,235	14,501	14,501
	<u>37,991</u>	<u>19,410</u>	<u>25,173</u>

#### 10. Inventories

Stationery	387	255	255
Uniforms	448	234	234
	<u>835</u>	<u>489</u>	<u>489</u>



	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
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### 11. Investments

The School's investment activities are classified as follows:

#### Current Asset:

Short term bank deposits	26,011	15,272	15,272
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### 12. Property, Plant and Equipment

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2018</b>						
Building improvements	7,034	-	-	-	(1,116)	5,918
Furniture and equipment	676	5,553	-	-	(402)	5,827
Information and communication	14,474	4,460	-	-	(4,530)	14,404
Music equipment	-	-	-	-	-	-
Leased assets	6,067	15,116	(2,255)	-	(4,251)	14,677
Library resources	3,290	-	(59)	-	(404)	2,827
Other fixed assets	9,700	3,596	(1,121)	-	(1,773)	10,402
Balance at 31 December 2018	41,241	28,725	(3,435)	-	(12,476)	54,055

	Cost or Valuation	Accumulated Depreciation	Net Book Value
<b>2018</b>			
Building improvements	36,601	30,683	5,918
Furniture and equipment	41,155	35,328	5,827
Information and communication	76,444	62,040	14,404
Music equipment	855	855	-
Leased assets	19,920	5,243	14,677
Library resources	15,349	12,522	2,827
Other fixed assets	70,991	60,589	10,402
Balance at 31 December 2018	261,315	207,260	54,055

	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
<b>2017</b>						
Building improvements	8,150	-	-	-	(1,116)	7,034
Furniture and equipment	486	395	-	-	(205)	676
Information and communication	11,208	6,914	-	-	(3,648)	14,474
Music equipment	-	-	-	-	-	-
Leased assets	5,372	3,350	-	-	(2,655)	6,067
Library resources	3,153	1,196	(589)	-	(470)	3,290
Other fixed assets	12,960	1,150	(2,801)	-	(1,609)	9,700
Balance at 31 December 2017	41,329	13,005	(3,390)	-	(9,703)	41,241





## 12. Property, Plant and Equipment (cont'd)

	Cost or Valuation	Accumulated Depreciation	Net Book Value
<b>2017</b>			
Building improvements	36,601	29,567	7,034
Furniture and equipment	37,443	36,767	676
Information and communication	71,984	57,510	14,474
Music equipment	855	855	-
Leased assets	11,928	5,861	6,067
Library resources	15,629	12,339	3,290
Other fixed assets	68,545	58,845	9,700
Balance at 31 December 2017	<u>242,985</u>	<u>201,744</u>	<u>41,241</u>

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>13. Accounts Payable</b>			
Operating creditors	6,784	7,949	7,949
Employee entitlements - salaries	20,151	14,501	14,501
Employee entitlements - leave accrual	1,460	1,980	1,980
	<u>28,395</u>	<u>24,430</u>	<u>24,430</u>
Payables for exchange transactions	28,395	24,430	24,430
Payables for non-exchange transactions - taxes payable (PAYE and rates)	-	-	-
Payables for non-exchange transactions - other	-	-	-
	<u>28,395</u>	<u>24,430</u>	<u>24,430</u>

The carrying value of payables approximates their fair value

## 14. Provision for Cyclical Maintenance

Provision at the start of the year	20,110	20,110	13,322
Increase to the provision during the year	4,958	5,807	6,788
Use of the provision during the year	-	(1,000)	-
Provision at the end of the year	<u>25,068</u>	<u>24,917</u>	<u>20,110</u>
Cyclical maintenance - current	1,500	-	1,000
Cyclical maintenance - term	23,568	24,917	19,110
	<u>25,068</u>	<u>24,917</u>	<u>20,110</u>

## 15. Finance Lease Liability

The School has entered into finance lease agreements for photocopying equipment and teacher laptops. Minimum lease payments payable:

No later than one year	5,090	2,776	3,014
Later than one year and no later than five years	9,590	318	3,094
Later than five years	-	-	-
	<u>14,680</u>	<u>3,094</u>	<u>6,108</u>





## 16. Funds Held for Capital Works Projects

During the year the school received and applied funding from the Ministry of Education for the following capital works projects:

2018	Opening Balances \$	Receipts from MOE \$	Payments \$	Closing Balances \$
Upgrade Blk ABD & ILE (in progress)	45,053	-	47,115	(2,062)
	45,053	-	47,115	(2,062)

### Represented by:

Funds held on behalf of the Ministry of Education  
Funds due from the Ministry of Education

-
2,062
2,062

2017	Opening Balances \$	Receipts from MOE \$	Payments \$	Closing Balances \$
Water tank (completed)	10,802	342	11,144	-
UV filtration and pump (completed)	-	10,478	10,478	-
Upgrade Blk ABD & ILE (in progress)	-	45,053	-	45,053
	10,802	55,873	21,622	45,053

## 17. Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.

## 18. Remuneration

### Key management personnel compensation

Key management personnel of the School includes all Trustees of the Board, Principal, Deputy Principals and Heads of Department.

	2018 Actual \$	2017 Actual \$
<b>Board Members</b>		
Remuneration	2,370	3,075
Full time equivalent members	0.05	0.07
<b>Leadership Team</b>		
Remuneration	110,952	99,884
Full time equivalent members	1.00	1.00
Total key management personnel remuneration	113,322	102,959
Total full time equivalent personnel	1.05	1.07

The full time equivalent for Board members has been determined based on attendance at Board meetings, Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.



## 18. Remuneration (cont'd)

### *Principal*

The total value of remuneration paid or payable to the Principal was in the following bands:

	2018 Actual \$000	2017 Actual \$000
Salaries and other short term employee benefits:		
Salary and other payments	100 - 110	90 - 100
Benefits and other emoluments	0 - 10	0 - 10
Termination benefits	Nil	Nil

### *Other Employees*

The number of other employees with remuneration greater than \$100,000 was in the following bands:

Remuneration \$000	2018 FTE	2017 FTE
100 - 110	Nil	Nil

The disclosure for "Other Employees" does not include remuneration of the Principal.

## 19. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2018 Actual	2017 Actual
Total value	Nil	Nil
Number of people	Nil	Nil

## 20. Contingencies

There are no contingent liabilities (except as listed below) and no contingent assets as at 31 December 2018 (Contingent liabilities and assets at 31 December 2017 - nil).

### *Holidays Act Compliance - Schools Payroll*

The Ministry of Education performs payroll processing on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2018, a contingent liability for the school may exist.



## 21. Commitments

### (a) Capital Commitments

As at 31 December 2018 the Board has not entered into any contract agreements for capital works.

(Capital commitments at 31 December 2017 - capital works \$50,059).

### (b) Operating Commitments

As at 31 December 2018 the Board has not entered into any operating lease agreements.

(a) operating leases for laptops:

	2018 Actual \$	2017 Actual \$
No later than one year	-	80
Later than one year and no later than five years	-	-
Later than five years	-	-
	<u>-</u>	<u>80</u>

## 22. Managing Capital

The School's capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but attempts to ensure that revenue exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.

## 22. Financial Instruments

The carrying amount of financial assets and liabilities in each of the financial instrument categories are as follows:

	2018 Actual \$	2018 Budget (Unaudited) \$	2017 Actual \$
<b>Cash and receivables</b>			
Cash and cash equivalents	114,565	119,918	142,054
Receivables	37,991	19,410	25,173
Investments - term deposits	-	-	-
Total cash and receivables	<u>152,556</u>	<u>139,328</u>	<u>167,227</u>
<b>Financial liabilities measured at amortised cost</b>			
Payables	28,395	24,430	24,430
Finance leases	14,680	3,094	6,108
Total financial liabilities measured at amortised cost	<u>43,075</u>	<u>27,524</u>	<u>30,538</u>

## 23. Events After Balance Date

There were no significant events after the balance date that impact on these financial statements.





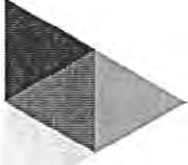
## **Ruawaro Combined School**

### **Kiwisport Note**

for the year ended 31 December 2018

Kiwisport is a government funding initiative to support students' participation in organised sport. In 2018 the school received total Kiwisport funding of \$775 excluding GST (2017 - \$673). This funding was spent on entry fees and the purchase of sports equipment.

# Analysis of Variance Reporting

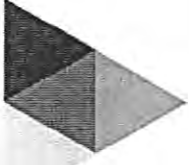


<b>School Name:</b>	Ruawaro Combined School	<b>School Number:</b>	1937
<b>Strategic Aim:</b>	All students to successfully access the New Zealand curriculum as evidenced by progress against the Learning Progressions Framework.		
<b>Annual Aim:</b>	To monitor and ensure that we continue to increase the number of students at or above the expected level.		
<b>Target:</b>	To accelerate the progress of the students identified as being below/well below the expectation for <b>Reading</b> at the end of 2017.		
<b>Baseline Data:</b>	The end of year 2017 data shows that 25% (11/44) were achieving well below/below the expected level. 75% were achieving at or above (33/44)		



<b>Actions</b> <i>What did we do?</i>	<b>Outcomes</b> <i>What happened?</i>	<b>Reasons for the variance</b> <i>Why did it happen?</i>	<b>Evaluation</b> <i>Where to next?</i>
<p>Teachers identified those students who were not achieving at the expected levels and developed programmes to meet their needs.</p> <p>Specialist support and guidance was obtained for eligible students. (RTL, CDC, LLI)</p> <p>Regular monitoring of students progress occurred in classrooms with teachers reporting on this.</p> <p>Staff meeting discussions were used to support teachers to find innovative ways of assisting these target/priority learners.</p> <p>The Reading Recovery programme operated for the first two terms of 2018 but was withdrawn due to staffing issues. One student was discontinued at the expected level. Another had an incomplete programme.</p>	<p>Analysis of the end of 2018 data shows that of the 11 students identified, 2 have left the school, 3 are now working at the expected level now At and 3 had outside agency intervention to support and guide their learning.</p> <p>The November /December 2018 data shows that boys and girls reached similar levels of achievement. Maori students achieve at similar levels to non Maori.</p> <p>It is pleasing to note that although there has been an increase in the overall numbers of students achieving Above the expected level (6) 10.9%. There is still a significant number of students (21) 27% below/well below who will require close monitoring and deliberate learning programmes to address their needs. Six of these students were close to achieving at the expected level and Teachers are confident that they will reach this early in 2019.</p>	<p>Improvements occurred as a result of teachers knowing their students well and responding to needs.</p> <p>Using Teacher aides to assist with known strategies ( Repeated Reading).</p> <p>Teachers working collaboratively to provide solutions and support for our group of priority learners.</p> <p>Teachers able to share results and successes with other staff members and the students themselves.</p>	<p>Teachers continue to identify the learning needs of individual students and provide extra support where needed.</p> <p>Early identification of students having difficulties with reading, who enter RCS during the year is important. Learning programmes must be developed to take into account specific learning needs of students</p> <p>Review of assessment procedures, methods of teaching and in class support is ongoing.</p> <p>Teachers to reflect on effectiveness of their classroom practice, seek advice or support and to celebrate small gains in achievement with students and their whanau.</p> <p>Next steps:</p> <ul style="list-style-type: none"> <li>• Purchase of new resources</li> <li>• Years 1-2 teacher Aide run Repeated Reading Programme.</li> </ul> <p>Parents need to be informed early on of any difficulties students may be having and of progress over time however small.</p>

# Analysis of Variance Reporting



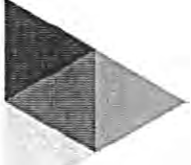
<b>School Name:</b>	Ruawaro Combined School	<b>School Number:</b>	1937
<b>Strategic Aim:</b>	All students to successfully access the New Zealand curriculum as evidence by achievement in relation to the Learning Progressions Framework,		
<b>Annual Aim:</b>	To monitor and ensure that we continue to increase the number of students achieving at or above the expected level for mathematics.		
<b>Target:</b>	To accelerate the progress of those students identified as being below/well below for mathematics at the end of 2017.		
<b>Baseline Data:</b>	School wide data at the end of 2017 identified 13 students who would benefit from programmes which identified and were designed to address their learning needs and gaps in knowledge and strategies.		

<b>Actions</b> <i>What did we do?</i>	<b>Outcomes</b> <i>What happened?</i>	<b>Reasons for the variance</b> <i>Why did it happen?</i>	<b>Evaluation</b> <i>Where to next?</i>
<p>Principal and staff identified the target learners and planned deliberate acts of teaching and strategies to support and accelerate learning through:</p> <ul style="list-style-type: none"> <li>• Focussed staffing allocation (Teacher Aide)</li> <li>• Close attention to achievement/data and areas for further discussion ( Staff meetings, 1-1 )</li> </ul> <p>Teachers are beginning to ask questions about what the data means and identify the gaps in knowledge or strategies that students have.</p> <p>Identify areas of class wide gaps which need to be planned for.</p>	<p>An analysis of the end of year data for 2018 has shown that of the 13 students identified at the end of 2017.</p> <p>8 remained at the school.</p> <p>Of the 8, 6 have made small gains but are still at risk.</p> <p>2 have had supports ( RTL, CDC) for their learning needs put in place.</p> <p>Target not reached.</p> <p>Maori students continue to achieve at/ above the rate of non-Maori.</p> <p>End of year 2018 data has shown and increase in the number of students 12/55 Above the expectation this is encouraging.</p>	<p>Extra support was required for a group of 3 students with behaviour and learning needs and re-engaging them with learning was a priority for them.</p> <p>For some of the targeted group and indeed other students it is important that teachers ensure that poor reading comprehension does not contribute to poor /low mathematics results.</p>	<p>Teachers need to identify the learning needs of individual students early in 2019 and especially students new to the school.</p> <p>Strategies to include:</p> <p>Small group/workshop activities</p> <p>Review assessment tools and procedures</p> <p>Classroom observations</p> <p>Review and discuss teacher needs</p>
<p><b>Planning for next year:</b></p>			
<p>Review resources currently in each classroom. Budget to reflect new purchases. Teacher Aide hours to remain so that individual students can have 1-1 or small group support.</p>			

**Planning for next year:**

Deliberate use of Teacher Aide time for direct support ( Budgeted and timetabled)  
Establish a clear timeline for reporting and monitoring priority student's progress.  
Purchase of new PM readers for All levels - planned for in budget.

# Analysis of Variance Reporting



<b>School Name:</b>	Ruawaro Combined School	<b>School Number:</b>	1937
<b>Strategic Aim:</b>	All students to successfully access the New Zealand curriculum as evidenced by achievement in relation to the Learning Progressions Framework.		
<b>Annual Aim:</b>	To ensure that we continue to increase the number of students achieving at or above the expected level.		
<b>Target:</b>	To accelerate the progress of the students identified as being below/well/below the standard for <b>writing</b> at the end of 2017		
<b>Baseline Data:</b>	70.5% of all students were achieving at or above the standard (31/44) at the end of 2017. 13 students were identified as needing careful monitoring and specific teaching and learning goals for 2018.		



<b>Actions</b> <i>What did we do?</i>	<b>Outcomes</b> <i>What happened?</i>	<b>Reasons for the variance</b> <i>Why did it happen?</i>	<b>Evaluation</b> <i>Where to next?</i>
<p>Teachers identified the levels of achievement and the individual learning needs in writing of the group of targeted /priority learners and worked on strategies to provide individual support and guidance programmes.</p> <p>Teachers were asked to review writing programmes mid- year and to reflect on what was working through data and observations within the classroom.</p> <p>As a staff a review of the writing standards was undertaken and as part of 2017/2018 PD in writing RCS writing goals in "kids speak" were created and consolidated. All staff were more familiar with working with these to strengthen their own knowledge and ability to make informed OTJs and to be able to moderate samples of work at all levels</p>	<p>13 students were identified as being in the priority learner group for writing 2 are Maori students. By the end of 2018, 2 had left the school, 3 are now working at the expected level with support, 3 had outside agency support for learning/behaviour needs to help access the curriculum.</p> <p>The remaining 5 students have shown small gains in achievement but will need further support.</p> <p>Results for 2018</p> <p>Overall Maori students at RCS achieve at/above expected levels of achievement at rates comparable to or above those of non Maori with 82% in this category.</p> <p>72% of all students including Maori achieved at or above expectation, It is encouraging to see an increase to 4/55 students now Above expectation. ( 2017 No students)</p>	<p>Matched data of those students who have been below for 2 or more years indicates a requirement for long term /intensive monitoring and individual goals.</p> <p>Eight students currently below should reach expected level by mid-way through 2019.</p> <p>Teachers need to ensure that all writing programmed are reflective of student needs and are data driven. Close attention to next learning steps for target students.</p>	<p>Analysis of school-wide writing data in November/ December 2018 identified a group of students In Years 2 and 4 needing special focus to lift achievement in 2019.</p> <p>Teachers will continue to identify the learning needs of all students and especially those at risk.</p> <p>Review of assessment tests and results indicates.</p> <ul style="list-style-type: none"> <li>• A school wide focus on proof reading and editing skills.</li> <li>• Grammar and punctuation to be a focus. ( Use of PAT test March 2019)</li> </ul> <p>Teachers will need to:</p> <ul style="list-style-type: none"> <li>• Use RCS Writing Progressions to moderate student writing at all levels.</li> <li>• Take part in Kaahui Ako PLD in writing (Write that Essay)</li> <li>• Review current practice and discuss/think of ways class programmes can be enhanced.</li> </ul>

**Planning for next year:**

PLD; through the Huntly District kaahui Ako in writing to follow on from own school PD in 2017/2018. Aim to improve students writing .  
Moderate student writing with a neighbouring school to improve our OTJ's



RUAWARO COMBINED SCHOOL

76 Bain Road  
RD 2  
Huntly 3772

Phone: 07 8266706  
E-mail: [principal@ruawaro.school.nz](mailto:principal@ruawaro.school.nz)  
GST-52-061-164

14/06/2020  
Anne-Marie Vining  
88 Furniss Road  
RD2  
Huntly

To whom it may concern

I am a parent of Ruawaro Combined School and the President of the Ruawaro Tennis Club. I am writing this letter of support in regards to the request for funding to turf the Ruawaro Combined School court.

As president of the tennis club all the members fully support Ruawaro School's application to turf their court. The school and the club have a very supportive relationship and have had for many years. The school allows the club to utilise their court and we allow them the use of the tennis net etc.

Ruawaro School has great community support for turfing the court. It would allow the kids to play on the court even if it is wet. The school also hosts several of the surrounding schools for various sports events and having the court turfed would be great for the different activities.

I support this funding request because I believe it would be a great asset for the school and the community.

Yours Sincerely  
Anne-Marie Vining

