

**ASSETS/INFRASTRUCTURE  
COMMITTEE MEETING**

# ORDER PAPER

**Thursday, 6 August 2020, 10.30am**

**Council Chamber, Rangitikei District Council**  
46 High Street, Marton

Website: [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

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**Chair** - Councillor Dave Wilson

**Deputy Chair** – Councillor Richard Lambert

**Membership**

Councillors Cath Ash, Nigel Belsham, Brian Carter, Fi Dalgety, Gill Duncan, Jane Dunn, Angus Gordon and Waru Panapa.

Ms Coral Raukawa-Manuel (Te Roopu Ahi Kaa representative).

His Worship the Mayor, Andy Watson.

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**Please Note:** Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.

*Making this place home.*





# Rangitikei District Council

## Assets and Infrastructure Committee Meeting

Agenda – Thursday 6 August 2020 – 10:30 am

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The quorum for the Assets and Infrastructure Committee is 6.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

## **1 Welcome**

## **2 Council Prayer**

## **3 Public Forum**

## **4 Apologies/Leave of Absence**

That the apology for absence for Councillor Wilson be received.

## **5 Members' conflict of interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

## **6 Confirmation of order of business**

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, ..... be dealt with as a late item at this meeting.

## **7 Confirmation of minutes**

The minutes of the Assets/Infrastructure Committee meeting from 9 July 2020 are attached.

File ref: 3-CT-13-2

### **Recommendation:**

That the Minutes of the 'Assets/Infrastructure Committee' meeting held on 9 July 2020 [as amended/without amendment] be taken as read and verified as an accurate and correct record of the meeting.

## **8 Chair's Report**

A verbal update will be provided at the meeting.

## **9 Hunterville Sport & Recreation Trust - Hunterville Swim Centre Report**

A report is attached.

### **Recommendation:**

That the 'Hunterville Sport & Recreation Trust – Hunterville Swim Centre Report' to the 6 August 2020 Assets/Infrastructure Committee meeting be received.

## **10 Infrastructure Group Report July 2020**

A report will be tabled and circulated prior to the meeting.

### **Recommendation:**

That the 'Infrastructure Group Report July 2020' to the Assets/Infrastructure Committee meeting on 6 August 2020 be received.

## **11 Community and Leisure Assets Project updates, July 2020**

A report is attached.

File: 5-EX-3-4

### **Recommendation:**

That the report 'Community and Leisure Assets Project updates, July 2020' to the Assets/Infrastructure Committee meeting on 6 August 2020 be received.

## **12 Late items**

As agreed in Item 6.

## **13 Future items for agenda**

## **14 Next meeting**

Thursday 10 September 2020, 9.30am

## **15 Meeting closed**

# Attachment 1



# Rangitikei District Council

## Assets and Infrastructure Committee Meeting

Minutes – Thursday 9 July 2020 – 9:30 a.m.

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The quorum for the Assets and Infrastructure Committee is 6.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

**Present:**

- Cr Dave Wilson
- Cr Nigel Belsham
- Cr Cath Ash
- Cr Brian Carter
- Cr Fiona Dalgety
- Cr Gill Duncan
- Cr Angus Gordon
- Cr Richard Lambert
- Cr Waru Panapa
- Ms Coral Raukawa-Manuel (T Roopu Ahi Kaa representative)
- His Worship the Mayor, Andy Watson

**In attendance:**

- Mr Peter Beggs, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Mr Arno Benadie, Principal Advisor – Infrastructure
- Ms Nardia Gower, Strategy and Community Planning Manager
- Ms Bonnie Clayton, Governance Administrator

## 1 Welcome

Cr Wilson welcomed everyone to the meeting at 9.33am.

## 2 Council Prayer

Cr Lambert read the Council Prayer.

## 3 Public Forum

Nil

## 4 Apologies/Leave of Absence

That the apology for lateness of Cr Gordon be received and the apology for absence for Cr Dunn be received.

His Worship the Mayor/Cr Carter. Carried

## 5 Members' conflict of interest

Members were reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

There were no conflicts of interest declared.

## 6 Confirmation of order of business

The order of business was not changed.

## 7 Confirmation of minutes

**Resolved minute number**

**20/AIN/021**

**File Ref**

**3-CT-13-2**

That the Minutes of the 'Assets/Infrastructure Committee' meeting held on 19 March 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham/Cr Carter. Carried

Ms Raukawa-Manuel arrived 9.41am.

## 8 Chair's Report

Cr Wilson took his Chair's Report as read.



**Resolved minute number**                      **20/AIN/022**                      **File Ref**

That the 'Chair's Report' to the 9 July 2020 Assets/Infrastructure Committee meeting be received.

Cr Wilson/Cr Carter. Carried

## 9 Infrastructure Group Report June 2020

Mr Benadie took the report as read and briefed the Committee on the following:

- Emergency roading works have been less than expected – will be completed in summer 2020/21 (funding carried forward).
- Pukepapa Road is complete, and Skerman Street is pending good weather for the reseal.
- Resource consent timeframes vary, depending on the project, though legal guidelines are 20 days, if more information required then the time pauses until the information is received.
- Ministry for the Environment understands the resistance to the sale of land at Ratana and is considering a long-term lease; Horizons holds he finds so they also need to be satisfied that the arrangement is long-term.

Cr Dalgety questioned what discharge to land looks like (wastewater). Mr Benadie advised that contaminants can be filtered, a large amount of testing happens.

Mr Benadie expressed if there are any diversions for projects in the Long Term Plan, then they will be clearly identified.

The Committee requested that more commentary be provided in future on when resource consents have been applied for, what they are waiting on etc.

Cr Gordon arrived 9.51am.  
Cr Ash left 9.51am-9.52am.

<b>Undertaking</b>	<b>Subject</b>
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Mr Benadie to update new Councillors on wastewater projects, to ensure they are up to date and have an understanding of each of the project timelines and requirements.	
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<b>Undertaking</b>	<b>Subject</b>
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Staff to provide more commentary in regards to resource consents, including when they were applied for, what they are waiting on etc. in future reporting.	
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**Resolved minute number**                      **20/AIN/023**                      **File Ref**

That the 'Infrastructure Group Report June 2020' to the Assets/Infrastructure Committee meeting on 9 July 2020 be received.

Cr Belsham/Cr Duncan. Carried

## 10 Walton Street Stormwater Erosion

Mr Benadie took the memorandum as read, and advised it is a priority within this year's budget to get the project underway.

His Worship the Mayor noted in the images, potential work appears to be very close to the historic Willis redoubt and recommended a heritage investigation be initiated.

**Undertaking**                      **Subject**

Mr Benadie (in consultation with Mr Beggs and His Worship the Mayor) to organise an investigation on the proposed stormwater solution from Walton Street on the Willis redoubt with the Ministry of Cultural and Heritage / Heritage New Zealand.

**Resolved minute number**                      **20/AIN/024**                      **File Ref**                      **6-SW-1-1**

That the memorandum 'Walton Street Stormwater Erosion' to the Assets/Infrastructure Committee meeting of 9 July 2020 be received.

Cr Carter/Cr Gordon. Carried

## 11 Investigations of Closed Landfill sites

Mr Benadie took the memorandum as read and briefed the Committee on the following:

- Phase 1 a desktop analysis has been commenced on current closed landfills close to waterways that Council are aware of.
- Phase 2 is to do physical investigations.
- Once further information is available, then will go to Community Committees/Boards for local knowledge on potential closed landfills.

**Resolved minute number**                      **20/AIN/025**                      **File Ref**                      **6-SO-1-8**

That the memorandum 'Investigations of Closed Landfill sites' to the Assets/Infrastructure Committee meeting of 9 July 2020 be received.

Cr Dalgety/Cr Carter. Carried

## 12 Supporting contracts for the Parks and Reserves Team

Mr Hodder spoke to his report, advising the rules around service is delivery is to review contracts every 6 years or when the contract expires.

A review will be flagged to be done in a formal way.

**Resolved minute number**                      **20/AIN/026**                      **File Ref**                      **5-CM-1**

That the memorandum 'Supporting contracts for the Parks and Reserves Team' to the 9 July 2020 Assets/Infrastructure Committee meeting be received.

Cr Wilson/Cr Carter. Carried

**Resolved minute number**                      **20/AIN/027**                      **File Ref**

That, having regard for disruption to livelihoods caused by the Covid-19 response alerts, the Assets/Infrastructure Committee approves renegotiation for contracts 988, 991, 992, 995 and 996 to be extended for a further two years, expiring 31 July 2022, with a formal service delivery review under section 17A of the Local Government Act 2002 completed by 31 March 2022.

Cr Wilson/Cr Carter. Carried

## 13 Bulls Community Centre Project Status Report

Mr Benadie presented the tabled report to the Committee, providing the following updates:

- Intention is to provide a clear, understandable, one page document.
- Internal construction is due to be completed 28 July 2020.
- The carpark and exterior aluminium frame will not be completed by this date, though this will not delay the building fit out and opening date.

It was discussed that with the impending opening of the Bulls Community Centre, the Committee requested the Elected Members be involved in the process and suggested Local MPs, Ngati Parewahawaha, Nga Wairiki Ngati Apa, Bulls and Clifton Schools, the Airforce band and the Ohakea Cultural group be included. (The timing won't allow Government Ministers to be included.)

The Committee noted that the report did not include the full total project costs- including land, construction, contractors, and requested an amended report be presented once available.

His Worship the Mayor suggested a policy be developed on new Council builds and to go to the Policy/Planning Committee.

Cr Ash left 11.04am-11.06am.

**Undertaking****Subject**

Staff to provide a draft policy on new Council builds to the Policy/Planning Committee.

**Resolved minute number****20/AIN/028****File Ref**

That the 'Bulls Community Centre Project Status Report', amended to include the total project costs, to the 9 July Assets/Infrastructure Committee meeting be received.

Cr Belsham/Cr Duncan. Carried

## **14 Community and Leisure Assets Project updates, June 2020**

The report was taken as read.

His Worship the Mayor updated the Committee that he has been told that Taihape Memorial Park is moving to under the pavilion – which is incorrect. He also advised that a committee is to be formed under Heritage Taihape to retain the Taihape Grandstand, with a petition due to be circulated around the township in the next few weeks.

Ms Raukawa-Manuel questioned if there have been any updates on the Bulls Domain. His Worship the Mayor advised that a sub-committee is to be formed to lead any projects, however has been delayed due to COVID-19.

Cr Ash queried whether there were any updates on Wilson Park and if Council have any involvement.

Cr Wilson advised that he and His Worship the Mayor have both been talking with the Wilson Park community group. All parties understand the park is very damp and have had discussions with Mr Benadie on whether the park can be drained without costing thousands of dollars. Once this has been investigated, it will be reported back to the group, then updates to be provided in the Community and Leisure Assets report.

**Resolved minute number****20/AIN/029****File Ref****5-EX-3-4**

That the report 'Community and Leisure Assets Project updates, June 2020' to the Assets/Infrastructure Committee meeting on 9 July 2020 be received.

Cr Carter/Cr Lambert. Carried

**Resolved minute number****20/AIN/030****File Ref**

That staff investigate the drainage options of Wilson Park in Marton and report back to a subsequent Assets/Infrastructure Committee meeting.

Cr Wilson/Cr Duncan. Carried

**15 Late items**

Nil

**16 Future items for agenda**

Update on management of Hunterville Pool

Drainage options of Wilson Park, Marton

**17 Next meeting**

Thursday 6 August 2020, 9.30am

**18 Meeting closed**

11.46am

**Confirmed/Chair:** \_\_\_\_\_

**Date:**

# Attachment 2

## **Huntermville Sport & Recreation Trust Report**

### **For the 2019-2020 Swim Season**

The Huntermville Pools opened for the summer season on December 1<sup>st</sup> 2019 and due to Covid-19, closed on 23<sup>rd</sup> March 2020, only one week earlier than planned.

We employed a total of 6 lifeguards for the season and saw 1,340 swimmers through the door, an average of 84 swimmers per week over the 16 weeks we were open. In addition to this, we also had 165 Huntermville School students use the pools in December and each day for school lessons during Feb-March. The Huntermville Swim Club had 60 children in lessons during February and March, 2 afternoons a week, as well as a Club night once a week.



**Huntermville School's Senior Swim Sports**



**Swim Sports**

After some discussion, the Trust decided to separate the Pool Manager & Caretaker roles, as it was proving hard to find someone do carry out the entire role. The Pool Manager saw to the Lifeguards, Rosters and policies/PoolSafe accreditation, and the Caretaker to oversee the actual running of the pool and upkeep of the environment. This has worked really well. We were thrilled to be accredited as PoolSafe for the 2020-21 season, a lot of hard work completed by Debbie Peterson and Charissa Lawlor (our Pool Manager) to achieve this.

As at my last report in July 2019, we had completed the new extension of our 'pole shed' and with depleted funds had approached the RDC with regards to some possible funding to complete and tidy up the remainder of this project. We were really thankful to receive an additional operational funding grant of \$50,000 and could complete this over last winter.



**The Junior Pool in action**

We identified an urgent need to upgrade the toilets, changing rooms and office area last year. We applied to the Duddings Trust for this upgrade situated at the front of the Pools. They were very generous and have donated \$106,000 of the quoted \$138,000 to complete this project over the 2020 winter months. The remainder of the additional operation grant from RDC last year will be able to cover most of the difference of funding/costs, so we are really excited to see this next project begin soon. At the time of writing, I believe we are awaiting the consent so we can begin. We were very passionate about ensuring the iconic frontage of the pools remain with the renovation. It wasn't taken into consideration with the initial design, so this will be an additional cost to the building works.

As mentioned in last year's report, the lining for our pool, subsequent related pipework and surrounding concrete areas all

needed our attention too. We applied for and received \$50,000 from the Four Regions Trust, to replace the dated and inefficient pipework of the learn-to-swim pool and the main pool, as well as re-concreting of the surrounding areas. Not only will this bring the pipework up to spec, the uneven concrete and patched-up uneven areas will all be replaced. This is really exciting and the end result will be fantastic! Work for this will take place over the winter months. We are currently awaiting a quote for sandblasting, repairing of the remainder of the concrete area and repainting of the pool.

The RDC will be aware that an exploratory bore was drilled adjacent to the pools in December 2018. This has caused some problems for us. As the bore ran, it created a sand and water run-off, which flowed downhill and filled the novo-flow drainage which runs along the side of the fencing of the pool, subsequently blocking it. During heavy rain, water collects the sand from the drilling site and naturally drains towards our pool fencing. With the novo-flow blocked, it is flowing straight under our corrugated iron fence and into our drainage grating. This has then solidified,



Swim Club in action

making it incredibly difficult for our caretaker to waterblast it out. I have called the council but no one returned my call, and it has also been raised a while back at a water scheme meeting. Could the Council please look into this, as with winter here, we are concerned the problem will continue whenever it rains. The novo-flow really needs to be fixed.

At our recent AGM we saw Chalky Leary stand down as Chairman after serving for 19 years and we welcomed Fi Dalgety on board. Chalky has done an amazing job in this role, he has been one of the main drivers of the recent renovations, and we're pleased to see he is staying on as part of the Works Committee, seeing through the projects he has begun! We are thrilled to have Fi elected at such an exciting

time for the Pool. I have attached a copy of our financial accounts for your perusal. We are very concerned as this is the first year we are starting to see our expenses exceeding the annual operational grant. Until last year, our grant from the Council had remained unchanged for many years, and with rising costs, even the increased amount we received last year is not enough to fund the running costs of the pool. Fi will elaborate on this.

We are at a really exciting time with the Pools, we regularly get positive feedback and comments about how great the pool is looking and we're all eagerly anticipating the start of the 2020 building works.

If successful with future grants, we hope to be able to complete the pool renovations (repainting and repairing the cracks in the pool etc) at the end of the season in March 2021 when the weather will be warm enough to carry this out. We continue to be a committee that is really passionate about our wonderful community resource and eagerly await the next renovation stage.

Tris Weston – Trust Administrator

Fi Dalgety - Chairperson



Hunterville School Junior Swim Sports

– awaiting races





# **Huntermville Sport and Recreation Trust**

## **Performance Report For the Year ended 31st March 2020**

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# Huntermville Sport and Recreation Trust

## Financial Report for the Year ended 31st March 2020

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## **Review Statement to**

### **Hunterville Sport and Recreation Trust**

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This statement provides a summary of the results of the review of the Performance Report of the Hunterville Sport and Recreation Trust ("the Trust") for the year ended 31 March 2020. The purpose of this statement is to provide the users with a summary of the work performed during the review and an opinion as to the accuracy and reliability of the Performance Report and its compliance with the XRB's Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) ("PBE SFR-C") requirements. The Trust is eligible for PBE SFR-C Tier 4 reporting since the entity does not have public accountability, payments are less than \$125,000 and the Trust Deed does not explicitly state that GAAP is required.

#### **Work Performed**

In performing this assignment, I have reviewed:

- The Performance Report for the year ended 31 March 2020,
- Board Meeting Minutes for the year ended 31 March 2020,
- Bank Statements for Pool ANZ Cheque Account 01-0763-0013782-00,
- Bank Statements for Pool ANZ Call Account 01-0763-0013782-46, and
- Bank Statements for Hall ANZ Current Account 01-0681-0048252-01.

I have traced transactions and balances through the following financial records to verify the completeness and accuracy of the financial information.

- To ensure all transaction in the bank statements have been accurately recorded:
  - All payments greater than \$500 have been traced back to source documentation, i.e. invoices, wage records, GST returns or cheque book, to ensure their validity and that they have been appropriately authorised and classified; and
  - All receipts greater than \$500 have been traced back to source documentation, i.e. invoices or receipt book, to ensure their validity and that they have been correctly recorded and classified.
- Balances from the detailed pages of the bank statements were traced through to the relevant entries of the Performance Report and all additions and cross additions were checked.

#### **Internal Controls and Financial Recording Procedures**

This review has primarily focused on the accurate recording of the financial transactions within the organisation. It has not taken active steps to identify weaknesses in financial processes or accounting systems.

#### **Limitations of Assignment Scope**

An audit of the Performance Report has not been performed. As a result, the engagement cannot be relied upon to prevent or detect fraud, irregularities or error. It should be emphasised that control over and responsibility for the prevention and detection of fraud, irregularities or error remain with management. Furthermore, the user should not assume that the assurance provider's report is an assurance as to the future viability of the entity, nor an opinion as to the efficiency and effectiveness with which management has conducted the affairs of the entity.

**Review Statement to**  
**Huntermville Sport and Recreation Trust**

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**Trustees' Responsibilities**


It is understood and agreed that Trustees:

- Have provided accurate and complete information necessary to perform a review of the Performance Report,
- Accept responsibility for the accuracy and completeness of all records and information supplied and accept responsibility for any failure to supply all relevant records and information, and
- Acknowledge that the review is performed at the Trustees' request, for their purposes only and that the reviewer will not be liable for any losses, claims or demands by any third party.

**Review Opinion**

The Trust has recorded cash receipts from pool takings of \$1,487 for the financial year ending 31 March 2020. Control over such receipts prior to being deposited is limited and there are no practical review procedures that could be performed to confirm independently that all cash receipts from pool takings were properly recorded. Accordingly, we were not able to determine whether any adjustments might be necessary to the amounts shown in the Performance Report for pool taking receipts and our review opinion is qualified in this respect.

Based on the work performed in this review noting the above qualification over pool taking receipts, I am satisfied that the Performance Report of Huntermville Sport and Recreation Trust provides a true and fair view of the financial transactions of the organisation for the year ended 31 March 2020 and comply with XRB Public Entity Simply Format Reporting - Cash (Not-For-Profit) reporting requirements.



9 June 2020

**S J Weston**  
**12 Bruce Street**  
**Huntermville**

# Huntermville Sport and Recreation Trust

## Entity Information

For the Year ended 31st March 2020

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Legal Name of Entity	Huntermville Sport and Recreation Trust ("the Trust")
Type of Entity and Legal Basis	Registered Charitable Trust
Registration Number	CC50654
Nature of Organisation	Pool and Town Hall

### **Entity's Purpose or Mission**

- To operate and maintain in a good and safe condition the Huntermville swimming pool facilities in Paraekaretu Street and town hall in Bruce Street including all buildings, plant and ancillary equipment for the benefit of the public.
- To foster and promote the teaching of swimming, diving and water safety skills for the benefit of the public.
- To allow the swimming pool facilities to be used for recreational and competitive swimming training, sports or carnivals by members of the public, schools and the Huntermville Swimming Club.
- In the discretion of the trust to acquire, construct, maintain or replace in a good and safe condition further aquatic facilities including further pools, buildings, plant and equipment ancillary to the existing swimming pool facilities.
- In the discretion of the Trust to acquire the leasehold of the land presently occupied by the Huntermville swimming pool facilities and any additional land needed to further the purposes of the Trust.
- To apply the funding in the best interest of the charitable purposes of the Trust.
- In the discretion of the Trust to establish and promote other recreational and leisure activities in the Huntermville District.

### **Entity's Structure**

The Trust shall be administered by a Board of Trustees ("the Board") who shall be accountable to and elected by the Trustees. The Board shall consist of not less than four nor more than ten members.

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

The Trust relies on funding from the Rangitikei District Council to cover administrator and lifeguard salaries, repairs, maintenance, water rates, power, chemicals and other direct operational costs. Other operating receipts include interest received from savings and term deposit accounts and pool takings received from patrons using the pool during the summer months and hireage fees for the town hall.

### **Main Methods Used by the Entity to Raise Funds**

The Trust is not considered an active fundraising entity.

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

The Trust relies on its committee members who volunteer their time to set strategy and attend Board meetings to fulfill the purpose of the Trust. The Trust employs and pays wages to administrators and lifeguards who work on behalf of the Trust.

### **Contact Details**

Chairperson	Robert Leary
Hall Physical Address	Huntermville Town Hall, Bruce Street, Huntermville, 4730
Pool Physical Address	Paraekaretu Street, Huntermville, 4730
Postal Address	PO Box 25, Huntermville, 4745
Phone	06 322 8116

# Huntermville Sport and Recreation Trust

Statement of Service Performance  
For the Year ended 31st March 2020

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<u>Description and Quantification of the Entity's Outputs</u>	<u>This Year</u>	<u>Last Year</u>
Weeks Huntermville Pool Open	16	17
Number of Public Swimmers	1,340	1,901
Average Number of Public Swimmers Per Week	84	112
Number of Events at Town Hall	3	7

# Hunterville Sport and Recreation Trust

## Statement of Receipts and Payments For the Year ended 31st March 2020

Last Year \$		This Year \$
<b><u>Pool - Trading Statements</u></b>		
	<b><u>Receipts</u></b>	
1,605	Pool Takings	1,487
1,000	Pool Hireage	1,000
2,605	<b>Receipts from providing goods or services</b>	2,487
52	Interest Received - ANZ Cheque Account	50
2,070	Interest Received - ANZ Term Deposit	-
2,122	<b>Interest, dividends and other investment income receipts</b>	50
59,662	Rangitikei District Council Operational Funding	65,584
-	Rangitikei District Council Capital Funding	50,000
-	JBS Dudding Grant (No GST)	106,343
59,662	<b>Other operating receipts</b>	221,927
64,389	<b><u>Total Receipts</u></b>	224,464
	<b><u>Payments</u></b>	
10,193	Pool Manager Wages	14,473
20,280	Lifeguard Wages	25,844
-	Caretakers Wages	5,370
2,220	Administrator Fees	2,400
263	ACC Levies	222
-	Staff - Clothing	312
32,956	<b>Volunteer and employee related payments</b>	48,621
12,695	Repairs and Maintenance	14,086
9,005	Power	9,572
1,616	Water Rates	980
575	Telephone	628
606	Insurance	532
2,127	Staff Training	350
1,257	Licences and Subscriptions	1,122
27,881	<b>Payments related to providing goods or services</b>	27,270
972	General Purchases	651
652	Minor Equipment	129
72	Bank Fees and Interest	118
1,696	<b>Other operating payments</b>	898
62,533	<b><u>Total Payments</u></b>	76,789
1,856	<b><u>Operating Surplus (or Deficit)</u></b>	147,675

For and on behalf of the Hunterville Sport and Recreation Trust:

  
 Robert Leary - Chairperson

This Statement is subject to the attached Notes and Review Statement



# Hunterville Sport and Recreation Trust

## Statement of Receipts and Payments

For the Year ended 31st March 2020

Last Year \$		This Year \$
<b><u>Town Hall - Trading Statements</u></b>		
	<b><u>Receipts</u></b>	
409	Hall Hireage - General	348
90	Hall Hireage - Council	50
10,000	Powerco Wanganui Four Regions Trust Donation	-
10,499	<b>Receipts from providing goods or services</b>	398
30	Interest Received - ANZ Town Hall Acct	24
30	<b>Interest, dividends and other investment income receipts</b>	24
<u>10,529</u>	<b><u>Total Receipts</u></b>	<u>422</u>
	<b><u>Payments</u></b>	
43	General Purchases	42
4,106	Repairs & Maintenance - Kitchen	3,043
4,149	<b>Other operating payments</b>	3,085
<u>4,149</u>	<b><u>Total Payments</u></b>	<u>3,085</u>
<u>6,380</u>	<b><u>Operating Surplus (or Deficit)</u></b>	<u>(2,663)</u>


For and on behalf of the Hunterville Sport and Recreation Trust:

  
 Robert Leary - Chairperson

This Statement is subject to the attached Notes and Review Statement

As at 31st March 2020

For and on behalf of the Hunterville Sport and Recreation Trust Committee:

  
Robert Leary  
Chairperson

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# Hunterville Sport and Recreation Trust

Statement of Movement in Equity  
For the Year ended 31st March 2020

Last Year \$		This Year \$
187,224	<b><u>Equity at the Start of the Year</u></b>	218,137
	<b><u>Plus</u></b>	
8,236	Combined Net Profit for Year	144,586
22,676	Prior Year Adjustments	-
	<b><u>Less</u></b>	
<u>218,136</u>	<b><u>Equity at the End of the Year</u></b>	<u>362,723</u>
 <b>Analysed as:</b>		
	<b><u>General Funds</u></b>	
187,224	Hall and Pool Retained Earnings	218,137
	<b><u>Plus</u></b>	
8,236	Net Surplus (Deficit) for the Year	144,586
22,676	Prior Year Adjustments	-
<u>218,136</u>	<b><u>Closing Balance</u></b>	<u>362,723</u>
<u>218,136</u>	<b><u>Total General &amp; Reserve Funds</u></b>	<u>362,723</u>

This Statement is subject to the attached Notes and Review Statement

# Huntermville Sport and Recreation Trust

## Statement of Fixed Asset and Depreciation

For the Year ended 31 March 2020

Asset	Cost Price	Book Value 01/04/2019	Additions Disposals	Gain/Loss on Disposal	Capital Profit	--- Depreciation ---			Accum Deprec 31/03/2020	Book Value 31/03/2020
						Mth	Rate	\$		
<b><u>Land &amp; Buildings</u></b>										
Pole Shed	112,241	112,241				12	0.0%	CP	0	0
Clubrooms			16,768			1	0.0%	CP	0	0
	112,241	112,241	16,768							129,009
<b><u>Plant &amp; Equipment</u></b>										
Chemical Water Pump	25,057	25,057				12	0.0%	CP	0	0
	25,057	25,057								25,057
<b><u>Total Assets &amp; Depreciation</u></b>	137,298	137,298	16,768							154,066

This Statement is subject to the attached Notes and Review Statement

**Hunterville Sport and Recreation Trust**  
Statement of Accounting Policies & Other Disclosures  
For the Year ended 31st March 2020

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**STATEMENT OF ACCOUNTING POLICIES**

1. **Basis of Preparation**

Hunterville Sport and Recreation Trust ("the Trust") is permitted by law to apply Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) PBE SFR-C (NFP) and has elected to do so. The Trust is eligible for PBE SFR-C Tier 4 reporting since the entity does not have public accountability, payments are less than \$125,000 and the Trust Deed does not explicitly state that GAAP is required. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis (exclusive of GST if applicable).

2. **Fixed Assets and Depreciation**

Fixed assets are stated at cost less depreciation accumulated to date. There is a deferred tax liability to the extent any depreciation is recovered upon the future sale of assets in excess of the written down value for tax purposes.

All fixed assets have been depreciated on the same basis as required for taxation purposes, per the Income Tax Act, as these are considered to be appropriate for this business.

3. **Goods & Services Tax (GST)**

Hunterville Sport and Recreation Trust - Pool Committee is registered for GST. Therefore amounts recorded in the Performance Report are exclusive of GST (if any). GST owing or GST refunds due as at balance date are shown in the Schedule of Commitments Note.

4. **Related Party Transactions**

For the year ended 31 March 2020, related party transactions include that Tris Weston, an employee of SJ Weston Ltd, received \$2,400 (2019: \$2,220) excluding GST in total monthly cash payments for general administration services through SJ Weston Ltd and \$0 (2019: \$0) including GST is outstanding at balance date included within unpaid invoices.

Independence is maintained for review as a separate employee of SJ Weston Ltd performs the Trust's review procedures.

5. **Events After The Balance Date**

For the year ended 31 March 2020, there were no events after balance date with the exception of unrepresented cheques and invoices paid during April 2020.

For the year ended 31 March 2019, there were no events after balance date.

# Attachment 3

# Community and Leisure Assets

Project and activity updates, July 2020

## 1. Bulls Community Centre

Construction completion date was extended to the end of July (to accommodate COVID 19 delays). Some of the exterior works will not be completed by this time e.g. carapace, the roof deck and the parking area. Furniture and equipment fit-out is expected to have been ordered by the end of July. The cultural elements for the interior and exterior of the building have been agreed and are presently being manufactured.



## 2. Memorial Hall Playground Development

Ngā Wairiki Ngāti Apa, local tangata whenua, are working with Boffa Miskell on incorporating the narrative of the legend of Tutaeporoporo.

The Marton Development Group plan to start construction at the end of 2020 with the grand opening around March 2021. Further fundraising efforts include donations through a 'Give A Little' page, corporate sponsorship and purchase of named planks, all of which can be accessed through the website. A spin off from the Playground, and a separate community project, is the creation of a play trail connecting the new playground with existing, yet different, play and recreation spaces such as The Lost Acre, Swimming Pool, Skate park, Rugby Park and Plunket playground.

## 3. Taihape Amenities

The architect proposes to rework the concept plan to reflect feedback from the Memorial Park Management User Group, and re-work the 3D computer model to present an animation of the design.

#### **4. Toilets**

Both Centennial Park and Follett Street toilets are on-site. Installation of Centennial Park facility is complete aside from power connection. PowerCo advised that they have been inundated with a large number of connection requests, and this coupled with delays due to COVID-19 delays resulted in a four week delay for connections. The expected opening timeframe is now mid-August. As well as the power connection at Follett Street, some ground work is still to be completed.



#### **5. Swim Centres**

The Section 17A Review of swim centres identified the potential for a more cost-effective model for swim centres. Council resolved to include in the engagement process for the 2021-31 Long term Plan a range of options for providing swim services in the district. Geoff Canham Consulting together with WaterShed have been engaged to assist with a review of swim centre services including a detailed condition assessment, user consultation, operator engagement, and financial review.

#### **6. Libraries**

- The National Library of New Zealand has waived their fees for APNK, EPIC and Te Puna Services for a two year period beginning 1 July 2020 until 30 June 2022, which had a total value of \$38,438.21. It is proposed that the funding surplus will be used to increase opportunities for digital literacy across all age groups.
- Initial discussion has been held with Taihape Older & Bolder to implement e-training sessions for their members; for example, setting up an email account, FaceTime/Skype/Zoom, e-books and magazines, internet banking, and renewing car registrations on-line.
- This year libraries across the country were invited to participate virtually to celebrate Children's/Young Adult book award finalists. Twenty libraries were selected, of which Marton was one. Mayor Andy Watson and Ellen Carlyon (Property Officer) each read a finalist book, with the readings uploaded to You Tube.



For the Books Alive event, invitations were sent out to Marton's James Cook School, who selected three students. These students along with eight from Hamilton East Primary School interviewed (via Zoom) author Courtney Sina Meredith; her book 'The adventures of Tupaia' is in the final category for the Russell Clark Award for Illustration. The Zoom Interview will be edited and go live on August 10<sup>th</sup> through the LIANZA website and various social platforms. The Children's/Young Adult book award winners are announced on Monday 3<sup>rd</sup> August.

## **7. Community Housing**

- A survey has been sent out to tenants to collect data on different aspects to gain their thoughts, opinions and satisfaction levels toward their housing.

To date 64.2% of surveys have been returned. Finalised statistics will be included in the next report to Assets/Infrastructure.

- All inspections have been completed and condition assessments are presently being actioned to ensure all units meet relevant legislation, including working towards the healthy homes standards with which all rental homes must comply at 1 July 2024.

### **Recommendation:**

That the 'Community and Leisure Assets Project and activity updates, July 2020' to the Assets/Infrastructure Committee meeting on 6 August 2020 be received.

Gaylene Prince  
Team Leader, Community & Leisure Services