



**RANGITIKEI**

DISTRICT COUNCIL

*Making this place home.*

## **Bulls Community Committee**

# **Order Paper**

**Tuesday 12 June 2018  
5.30pm**

**Supper Room, Bulls Town Hall, High Street, Bulls**

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### **Chair**

Tyrone Barker

### **Membership**

Lynette Andrews, Nigel Bowen, Sandra Boxall, Tricia Falkner, Matthew Holden,  
Annabel Sidey, Russel Ward, Perrin Turner,  
Julie Toomey, Raewyn Turner, Alex Bertram (alt)  
His Worship the Mayor, Andy Watson, (ex officio)

Councillor Jane Dunn and Councillor Graeme Platt

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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.

# Rangitikei District Council

## Bulls Community Committee Meeting

Agenda – Tuesday 12 June 2018 – 5:30 pm



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The quorum for the Bulls Community Committee is 6 plus an Elected Member.

Council's Standing Orders (adopted 3 November 2016) 10.2 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 Public Forum**

## **3 Apologies**

## **4 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.

## **5 Confirmation of Order of Business and Late Items**

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.

## **6 Confirmation of Minutes**

The Minutes for the meeting of the Bulls Community Committee held on 10 April 2018 are attached.

File ref: 3-CC-1-1

### **Recommendation:**

That the Minutes of the Bulls Community Committee meeting held on 10 April 2018 be taken as read and verified as an accurate and correct record of the meeting.

## **7 Chair's Report**

A verbal report will be provided at the meeting.

## **8 Council Decisions on Recommendations from the Committee**

There were no recommendations to Council at the last meeting.

## **9 Council Response to Queries Raised at Previous Meetings**

### **Bulls RSA Update:**

The discussions with NZTA had indicated the possibility of adding some bollards in front of the RSA. This needs to be followed up with the NZTA to confirm the status. The upgrade of the damage to the Bulls RSA frontage perhaps now poses more concerns as the attachment of the veranda over the footpath to the building now seems/appears to form part of the building from a construction aspect which perhaps means that if a large vehicle strikes the veranda as has done in the past the RSA wall may come down. This aspect still needs to be confirmed though.

**Traffic Island Barriers on SH1:**

There is likely to be a delay in the installation of the barriers on the island, due to the 'rehabilitation' of the pavement from Criterion Street to approximately Ward Street, past the Wallace development. A number of underground service will also be replaced, which will cause temporary removal of the crossing, while the work takes place. Discussions are underway with the NZTA, and work is scheduled to begin toward the end of the year.

**Extra Rubbish bins at Rangitikei Junction:**

Blair Taylor from Morgans Property has advised that two new bins were installed at the Rangitikei Junction in April 2018. They have also arranged regular clearing and cleaning of these bins

**Rubbish collection signage:**

Councils compliance officer has been allocated the role of handling the rubbish signage for the corner of Parewanui and Santoft Roads due to this non-compliant behaviour being a regulatory/compliance matter.

## 10 Consideration of applications to the Community Initiatives Fund

A report is attached.

File ref: 3-GF-8-3

Project Litefoot Trust are an organisation who work with sports clubs to make them more energy efficient, freeing up funds to spend on sport. They are looking to work with the Bulls Bowling Club. They are receiving funding from Sport Wanganui, but are requesting funds to cover the shortfall of \$1,130.45. Each club will cost \$3,105 to upgrade.

The Bulls River users Group c/- the Bulls District and Community Trust would like to replace the current access sign with a long term laminated ACM sign, to the river as part of their ongoing upgrade of the area. This will benefit locals who use the area for fitness and leisure, as well as tourists, freedom campers, and visitors from neighbouring areas. The application is for \$609.50 (incl GST)

**Recommendations:**

- 1 That the report 'Consideration of applications for the Community initiative Fund 2018/2019 – Round 1' be received.
- 2 That the following Project Report Forms be received:
  - Project Litefoot Trust Project Report form R2 2017
- 3 That the Bulls Community Committee approve the applications, listed below, and disperse the Community initiatives Fund as outlined to successful applicants:
  - Project Litefoot Trust- LiteClub Rangitikei: the Bulls Bowling Club \$
  - Bulls District and Community Trust – New river access sign



## **11 Update on Place-Making Activities**

A verbal update will be provided at the meeting.

## **12 Update on the Bulls Community Centre Development**

The work of finalising the design and associated detailed specification has been delayed because of the requirements around the fire safety plan and a health issue with the Architect. Tenders will be called in June.

Work continues on sourcing further external funding for the project. Arrangements are being finalised to relocate the house made available by Central House Movers – the makeover will be a significant community project.

## **13 Update from Bulls and District Community Development Manager**

A verbal update will be provided at the meeting.

## **14 Small Projects Grant Scheme Update**

A memorandum is attached.

This will be the final meeting for the 2017/18 financial year. The committee will need to make a decision on the remaining balance of the fund.

File ref: 3-CC-1-1

### **Recommendation:**

- 1 That the memorandum 'Small Projects Grant Scheme Update – April 2018' be received.
- 2 That the Bulls Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.

## **15 Proposed workplan of MoU partnering organisation**

Attached is the proposed work plan for your local MOU partnering organisation. This document has been co-developed by the Bulls and District Community Trust and the Strategy and Community Planning Manager, primarily over the last three months. Council asks that the community committee reviews the document and provides a position and/or commentary for the Policy/Planning Committee to consider. Please note: these recommended plans will be reviewed by the Policy/Planning Committee on 14 June before being recommended to Council on 28 June for approval.

**Recommendations:**

- 1 That the Proposed workplan of MoU partnering organisation, Bulls and District Community Trust, be received.
- 2 That, regarding the proposed workplans of MoU partnering organisations Bulls and District Community Trust, the Bulls Community Committee recommends to the Policy/Planning Committee

EITHER

that no changes are made;

OR

that the following matters be considered:.....

## **16 Current Infrastructure Projects/Updates and Other Council Activities within the Ward**

A report is attached.

File ref: 3-CC-1-5

**Recommendation:**

That the memorandum 'Extract for Bulls from activity reports to Assets/Infrastructure Committee, March-April 2018' be received.

## **17 Late Items**

As accepted in Item 5.

## **18 Next meeting**

14 August 2018, 5.30 pm

## **19 Meeting Closed**

# Attachment 1

# Rangitikei District Council

## Bulls Community Committee Meeting

Minutes – Tuesday 10 April 2018 – 5:30 PM



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**Present:** Mr Tyrone Barker (Chair)

Ms Lynette Andrews

Ms Tricia Falkner

Mr Nigel Bowen

Ms Sandra Boxall

Mr Matthew Holden

Ms Annabel Sidey

Ms Julie Toomey

Ms Raewyn Turner

Mr Perrin Turner

Mr Russel Ward

Cr Jane Dunn

Cr Graeme Platt

**In attendance:** Mr Blair Jamieson, Strategy & Community Planning Manager

Mr John Keay – Bulls Rugby Club

Ms Julie Holden (Manager) - Big Brothers and Sisters of Manawatu

Ms Fiona Squires - Big Brothers and Sisters of Manawatu

## 1 Welcome

The Chair welcomed everyone to the meeting.

## 2 Public Forum

Big Brothers and Sisters of Manawatu addressed the Committee noting their programme offering, the recruitment process for volunteers and the desire for members of the committee to promote candidacy for the programme.

## 3 Apologies

That the apology for the absence of His Worship the Mayor was received.

Ms T Falkner / Ms R Turner. Carried

## 4 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 was no declared conflict of interest.

## 5 Confirmation of Order of Business and Late Items

The Committee agreed to take item 14 after the Chair's Report and to hear Mr John Keay's presentation on the Placement of a Bull at Funnell Reserve and the Rugby Club when he arrived at the meeting.

## 6 Confirmation of Minutes

**Resolved minute number**

**18/BCC/005**

**File Ref**

**3-CC-1-1**

That the Minutes of the Bulls Community Committee meeting held on 13 February 2018 be taken as read and verified as an accurate and correct record of the meeting.

Ms A Sidey / Cr J Dunn. Carried

## 7 Chair's Report

The Chair provided a verbal report. The key points were as follows:

- Acknowledgement and thanks to those who helped with the placemaking activities, specifically the painting of the chairs, potting and planting rejuvenation, painting of the Friendship Club and clearing the Friendship Club carpark.
- There has been a Committee set up for the Santoft Domain. It is envisaged that this Committee will look to achieve constructive and forward thinking outcomes for the area.

## 14 Placement of Bull at Funnell Reserve

The Committee noted the commentary in the agenda. Mr John Keay spoke to this item, the key points being:

- The process and approval to establish the Bulls at Walker Park was established 18 months ago, with the Committee endorsing the installation at that site.
- Athol Sanson from Rangitikei District Council has been working with UCOL students to have a brief designed for the beautification of Funnell Park.

Further to this, Mr John Keay requested the Committee to endorse the installation of another Bull into the Bulls Domain by the Rugby Club. The intention is for this Bull to be painted in the team colours and to represent the long standing history of the Bulls Rugby Club.

Resolved minute number	18/BCC/006	File Ref
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That the Bulls Community Committee endorse the installation of a Bull at the Bulls Domain, for the purpose of representing the long standing history of the Bulls Rugby Club.

Ms R Turner / Cr J Dunn. Carried

## 8 Council Decisions on Recommendations from the Committee

There were no recommendations to Council at the last meeting.

## 9 Council Response to Queries Raised at Previous Meetings

Mr Jamieson addressed the concerns of the Committee regarding the level of Council response to their Requests for Service, and undertook to provide an update to the next meeting.

## 10 Update on Place-Making Activities

The Committee noted the activities as discussed in item 14.

## 11 Update on the Bulls Community Centre Development

The Committee noted the commentary in the agenda and the main points discussed were:

- Dave Scott will be the project manager leading the development of the house and land package in Bulls; with proceeds going to the Bulls Community Centre Development.
- The Bulls Community Centre Development will be going out for tender in due course. It is expected that submissions on this tender will allow Council to consider the expected costs vs. the amount budgeted.

## 12 Update from Bulls and District Community Development Manager

A verbal update was given at the meeting.

## 13 Bull placement protocol

The Committee noted the commentary in the agenda and moved for an amendment to the protocol to align with the Committee's requirements in item 16.

**Resolved minute number** 18/BCC/007 **File Ref**

That the Bulls Community Committee agreed the protocol to the following:

All external requests for the placement of fixed items on Council land needs to be formally consulted with the Bulls Community Committee. The Committee will then liaise directly with the Strategy & Community Planning Manager at Rangitikei District Council. Consideration by the Bulls Community Committee will be recorded through a formal recommendation to Council, which has the final decision in the matter.

Ms R Turner / Cr J Dunn. Carried

## 15 Small Projects Grant Scheme Update

**Resolved minute number** 18/BCC/008 **File Ref** 3-CC-1-1

That the memorandum 'Small Projects Grant Scheme Update – April 2018' be received.

Ms R Turner / Mr R Ward. Carried



## 16 Proposal for MoU partnering organisation

The Committee noted the commentary in the agenda and agreed with the protocol.

**Resolved minute number** 18/BCC/009 **File Ref** 4-EN-10-2

That the 'Memorandum of Understanding - with the partnering organisations undertaking work programmes within the community well-being group of activities' be received.

Mr P Turner / Cr J Dunn. Carried

## 17 Current Infrastructure Projects/Updates and Other Council Activities within the Ward

**Resolved minute number** 18/BCC/010 **File Ref** 3-CC-1-5

That the memorandum 'Extract for Bulls from activity reports to Assets/Infrastructure Committee, Jan-Feb 2018' be received.

Ms S Boxall / Cr J Dunn. Carried

## 18 Request for Service

The update regarding requests for service was noted and it was suggested that Bulls District Trust place the fix it form in the community newsletter to make the wider community aware of this service.

## 19 Ultra-Fast Broadband schedule

**Resolved minute number** 18/BCC/011 **File Ref**

That the letter 'UFB2 Schedule Rangitikei' be received.

Ms R Turner / Cr J Dunn. Carried

## 20 Long Term Plan consultation

The Committee noted the commentary in the agenda. The Committee noted the quick turnaround between the public forum on the 1<sup>st</sup> of May in Bulls and the response date being the 4<sup>th</sup> of May. Mr Jamieson noted that Council would receive LTP submissions from the BCC for the week following the 4<sup>th</sup>, however the any applications received after the 4<sup>th</sup> would not make Council's reporting deadlines.

**Resolved minute number**                      **18/BCC/012**                      **File Ref**

That the 'Consultation Document for the Long Term Plan 2018-28' be received.

Ms A Sidey / Cr J Dunn. Carried

**Resolved minute number**                      **18/BCC/013**                      **File Ref**

That the Bulls Community Committee nominates Mr Tyrone Barker (the Chair) to put in a submission to the Consultation Document for the Long Term Plan 2018-28 on behalf of the Bulls Community Committee.

Ms R Turner / Cr J Dunn. Carried

## **21 Rubbish collection signage**

The Committee discussed the item and the unsuccessful attempts to procure funding for information signage. The Committee requested Council provide an update at the next meeting.

## **22 Parks and Reserves update**

The Committee noted the attached report with a quote being tabled by Mr John Keay around the field rejuvenation programme.

**Resolved minute number**                      **18/BCC/014**                      **File Ref**

That the 'Parks and Reserves Update' dated 3 April 2018 be received.

Ms R Turner / Ms A Sidey. Carried

## **23 Simultaneous Consultation**

The Committee noted the commentary in the agenda.

## **24 Representation Review – Pre-consultation**

The Committee noted the commentary in the agenda.

## **25 Increased engagement with wider/smaller communities within the Bulls ward**

The Committee noted that they are presently engaged in the Santoft and Scotts Ferry areas. There was no appetite to expand the Committees reach further than this.

## **26 Late Items**

Dealt with at Item 14.

## **27 Next meeting**

12 June 2018, 5.30 pm

## **28 Meeting Closed**

7.49 pm

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

Date:

# Attachment 2

# Report

**Subject:** Consideration of Applications for the Community Initiatives Fund 2018-2019 – Round 1

**To:** Bulls Community Committee

**From:** Christin Ritchie , Governance Administrator

**Date:** 28 May 2018

**File:** 3-GF-8

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## 1 Background

- 1.1 The total 2018/19 budget for the Community Initiatives Fund (CIF) is \$30,000. There are two funding rounds. It is suggested that the Bulls Community Committee allocate a **maximum of 75% of the total amount allocated to you (\$5,400)** to ensure there is money left for round two later in the year.
- 1.2 A total of \$1,173.95 has been requested in this first round, which is 29% of the sum suggested to be available for allocation
- 1.3 This report summarises the applications that have been received and provides information on the eligible costs for each application.

## 2 Overview

- 2.1 Two applications have been received in round 1. A summary report of your applications is attached as Appendix 1.
  - Project LiteFoot Trust – LiteClub Rangitikei; Bulls Bowling Club
  - Bulls District and Community Trust – New River Access Sign
- 2.2 Both of these applicants have received funding directly from the Community Initiatives Fund in previous years.
- 2.3 Jan Harris from the Bulls District and Community Trust has requested to speak to the Committee.
- 2.4 Below is a summary table of all the applications received in Round 1 for the Rangitikei District.

	New Initiative	Ongoing Activity	Meets Criteria	Quotes Provided	Quantifiable Targets	Eligible costs	Amount requested	Proportion of eligible costs requested
1. Project LiteFoot Trust – LiteClub Rangitikei						\$3,932	\$3391.35	86%
2. Alzheimers Whanganui Inc – The Group						\$2,190	\$2,190	100%
3. Wanganui Area Neighbourhood Support Groups Inc – Junior Neighbourhood Support						\$821	\$821	100%
4. Marton Country Music Festival - Marton Country Music Festival						\$10,041	\$2500	25%
5. Marton Players Inc - Open Stage Friday						\$1,214	\$1,214	100%
6. Bulls District and Community Trust – New river access sign						\$609.50	\$609.50	100%
							<b>\$11,168.21</b>	

2.5 It is a condition of CIF that Project Report Forms are returned before further funding can be sought. Six project report forms have been received since November 2017. Project report forms have been completed by the following groups:

- Project Litefoot
- Alzheimers Whanganui Inc
- Clifton School Kapa Haka Group
- Bulls Toy Library
- Rangitikei Netball Association
- Diabetes NZ

2.6 Committee members are requested to score each application on how well each project meets the CIF criteria<sup>1</sup> and to fill in the marking sheets and bring them to the meeting.

<sup>1</sup> Demonstrate consideration of how they see their proposal would benefit the community  
Provide 3 targets that will be used to monitor the outcome of the project  
Provide a realistic and balanced budget  
Be able to contribute a significant proportion to the cost of the project

### 3 Recommendations

- 3.1 That the report ‘Consideration of applications for the Community Initiative Fund 2018/19 – Round 1 be received.
- 3.2 That the following Project Report Form be received:
  - Project Litefoot
- 3.3 That the Bulls Community Committee approve the applications, listed below, and disperse the Community Initiatives Fund as outlined to successful applicants.
  - Project LiteFoot Trust – LiteClub Rangitikei \$
  - Bulls District and Community Trust – New river access sign \$

Christin Ritchie  
Governance Administrator

**Marking sheet for Community Initiatives Fund.****Applicant/Project: 1. Project LiteFoot Trust – LiteClub Rangitikei; Bulls Bowling Club****Category:** ☐ New initiative**Evaluation**

<b>Does the event support the enhancement of community health and wellbeing?</b>					
1 Poor support	2	3	4	5	6 High support
<i>What improvements could be made?</i>					
<b>Does this project benefit the community and the Rangitikei District?</b>					
1 Little community benefit	2	3	4	5	6 High community benefit
<i>What needs further definition?</i>					
<b>Has the project developed a good plan to engage with the beneficiaries?</b>					
1 Poorly developed	2	3	4	5	6 Highly developed
<i>What areas are missing?</i>					
<b>Has the project identified three demonstrable targets of success?</b>					
1. No demonstrable targets identified	2. One demonstrable target identified	3	4. Two demonstrable targets identified	5	6. Three (or more) demonstrable targets identified
<b>Are the costs of the project reasonable given the number of people benefiting?</b>					
1 Costs not reasonable	2	3	4	5	6 Costs very reasonable
<i>Highlight unreasonable/unrealistic areas</i>					
<b>Have other sources of alternative funding been pursued?</b>					
1 Poorly developed funding plan	2	3	4	5	6 Highly developed funding plan
<i>Identify other sources of funding</i>					

Final Score (add numbers marked in boxes)

Transfer to summary sheet



**Marking sheet for Community Initiatives Fund.****Applicant/Project: 2. Bulls District and Community Trust – New river access signage****Category:** ☐ New initiative**Evaluation**

<b>Does the event support the enhancement of community health and wellbeing?</b>					
1 Poor support	2	3	4	5	6 High support
<i>What improvements could be made?</i>					
<b>Does this project benefit the community and the Rangitikei District?</b>					
1 Little community benefit	2	3	4	5	6 High community benefit
<i>What needs further definition?</i>					
<b>Has the project developed a good plan to engage with the beneficiaries?</b>					
1 Poorly developed	2	3	4	5	6 Highly developed
<i>What areas are missing?</i>					
<b>Has the project identified three demonstrable targets of success?</b>					
1. No demonstrable targets identified	2. One demonstrable target identified	3	4. Two demonstrable targets identified	5	6. Three (or more) demonstrable targets identified
<b>Are the costs of the project reasonable given the number of people benefiting?</b>					
1 Costs not reasonable	2	3	4	5	6 Costs very reasonable
<i>Highlight unreasonable/unrealistic areas</i>					
<b>Have other sources of alternative funding been pursued?</b>					
1 Poorly developed funding plan	2	3	4	5	6 Highly developed funding plan
<i>Identify other sources of funding</i>					

Final Score (add numbers marked in boxes)

Transfer to summary sheet

## **Project report form :**

Project Litefoot Trust  
LiteClub - Rangitikei

**Rangitikei District Council**

Private Bag 1102  
Marton 4741

8 May 2018

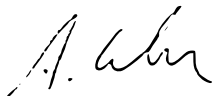
To Whom It May Concern:

Thank you very much for your support of our LiteClub project in Rangitikei. In early 2018 the grant from Rangitikei DC enabled us to implement two clubs and the changes we've made will save them more than \$8,845 over the lifetime of the products installed.

Attached are all documents required for the accountability of the grant. As well as a summary report, outlining the detailed results.

Please don't hesitate to contact me should you require further information.

Yours sincerely,

A handwritten signature in black ink, appearing to read "A. Gerlach".

Antonia Gerlach  
Operations Manager, Project Litefoot Trust

## PROJECT REPORT FORM – COMMUNITY INITIATIVES FUND 2017/18

**Please return to: Grants Administrator**

By mail: Rangitikei District Council, Private Bag 1102, Marton 4741

Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape

Or by email to: [christin.ritchie@rangitikei.govt.nz](mailto:christin.ritchie@rangitikei.govt.nz)

**NO LATER THAN THREE MONTHS AFTER THE COMPLETION OF THE PROJECT, TO BE  
ACCOMPANIED BY AN INCOME AND EXPENDITURE REPORT (ATTACHED)**

If you do not complete and return this form this will affect your eligibility for future funding.

- 1 Name of applicant: Project Litefoot Trust
- 2 Name of project: LiteClub - Rangitikei
- 3 Date and location of project: Taihape Squash Club (Taihape) & Taihape Golf Club (Taihape)
- 4 Amount received from the Community Initiatives Fund: \$ 900

**Please answer the following questions and use additional sheets if necessary**

How many people benefited from your project/programme? The two clubs and their 170 members.

Was this number:

- ☐ More than you expected?
- ☒ What you expected?
- ☐ Less than you expected?

Describe the main findings in your evaluation of the project and how it benefited the community:

The LiteClub - Rangitikei project was a great success. Taihape Golf and Taihape Squash Club collectively saved over \$8,845 over the lifetime of the free products installed. We upgraded 15 bulbs to more efficient LEDs, installed 1 water-saving gizmo, insulated 3m of pipes, and installed 5 recycling bins to improve recycling practices. In total, over 3.7 tonnes of CO<sub>2</sub> emissions will be prevented.

What worked really well? Two community sports clubs and their members benefited by means of electricity, water, and waste efficiencies. Over \$8,845 of savings will be reinvested in sport. 170 club members will be exposed to our messaging and may realise equivalent savings at home should they follow the lead of their club. Beyond the economic benefits, there are many environmental benefits (e.g. reducing emissions) and social benefits (e.g. healthier, safer clubrooms).

What didn't work so well/could be improved? The results in this LiteClub - Rangitikei project were very good, though slightly lower than the average. This is due to the small sizes of both clubs. It was also tricky to match the funding from Rangitikei DC with other funders, due to the rural location of the clubs.

Please report on your success at achieving the three targets you identified in your application (attach another sheet if necessary)

Target 1: We reduced the clubs' overhead costs by over \$8,845 by installing LED light bulbs, water saving devices and recycling stations in two clubs.

Target 2: Through simple changes, we helped the clubs to save 28,981 kilowatt hours, conserve 10,000 litres of water each year, and divert over 4.8 tonnes of waste over the lifetime of the products we installed at the clubs.

Target 3: We placed 25 posters and stickers across all areas in the two clubs, reaching all 170 club members.

Please describe how you promoted the support of the Rangitikei District Council for your project/programme (attach examples of leaflets or publicity if appropriate)

We published Rangitikei DCs logo on our website and posted Rangitikei's support of our project on our social media channels.  
(please see Summary Report for screenshots)

Please describe how you implemented the Healthy Families principles, and describe any further support or information that would have been helpful for you.

n/a

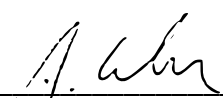
Please complete the attached income and expenditure statement for your project (following page), showing all income and expenditure associated with the project.

Surplus/~~(deficit)~~ \$ 4.00

**Income and expenditure statement**

(Please list all income and expenditure associated with the project)

Income	Amount	
Donated material	\$	
Cash in hand towards project	\$	
Actual fundraising amount received	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)		
Rangitikei DC	\$	900.00
New Zealand Community Trust	\$	2,514.00
The Lion Foundation	\$	1,665.00
	\$	
	\$	
	\$	
<b>Total income (GST <del>inclusive</del> / exclusive. Please delete one)</b>	\$	5,079.00
Expenditure	Amount	
Light bulbs	\$	151.15
Water-saving devices	\$	0.75
Recycling stations	\$	122.18
Personnel	\$	4,045.00
Administration costs (such as rent, rates etc)	\$	919.00
Travel costs	\$	539.00
Promotion	\$	59.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total expenditure (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	5,836.08
<b>Surplus / (deficit) (GST inclusive / <del>exclusive</del>. Please delete one)</b>	\$	4.00

Signature 

Date 07 May 2018

PRINT NAME Antonia GERLACH



## Summary Report

Rangitikei

April 2018



## What do we do?

- LiteClub is on a mission: working to transform community sports infrastructure, and the culture to match, to be electricity independent, water neutral and zero waste by 2025.
- We're inspiring New Zealanders to be environmental champions, and to reap the economic, social and environmental benefits.



*Sarah Walker*

- LiteClub's field team visits clubs in New Zealand making immediate changes that reduce the clubs' running costs – improving conditions at the club, and giving them more money to spend on sport.
- Club members are engaged through the use of LiteClub's sport ambassadors – top athletes who have made the same changes in their own lives – helping to spread the LiteClub message to the broader community.
- New Zealanders love sport and they love the environment. LiteClub helps to combine these two loves, demonstrating that they need not be exclusive. With the right attitude and education, we can use our competitive drive to achieve a sustainable future for New Zealand – to the benefit of us all.



*Conrad Smith*



## Ongoing Engagement: Efficiency Action Plan (EAP)

LiteClub doesn't just implement and leave - we stay involved with clubs, working to help them continue on their journey to electricity independence, water neutrality and zero waste.

During each club visit, our Sustainability Adviser walks the building and takes notes about ways to improve efficiency beyond the immediate changes we make. This assessment focuses on **heating, ventilation, insulation, appliance efficiency and waste minimisation**.

The EAP includes:

1. A summary of implementation at the visit.
2. A list of the LiteClub medals that were awarded to showcase efficiency milestones noted at the visit.
3. Opportunities for efficiency improvement, and how we recommend the club tries to achieve this.
4. A workable action plan at the end, summarising all our recommendations and ranking them by priority.
5. If clubs wish, we continue to work them and liaise with the necessary experts and suppliers to implement the action plan.



## Results summary

Thanks to Rangitikei District Council's grant, our LiteClub field team has been able to successfully implement 2 **clubs** in the Rangitikei region in 2018.

Our efforts are calculated to save the clubs a collective total of **29,981kWh** which translates to a cost saving of **\$8,845** over the lifetime of the installed products. **10,000 litres** of water a year will be conserved. In addition to this, **3.7 tonnes** of CO<sub>2</sub> emissions will be prevented from entering the atmosphere. **Win win!**

### How have we done this?

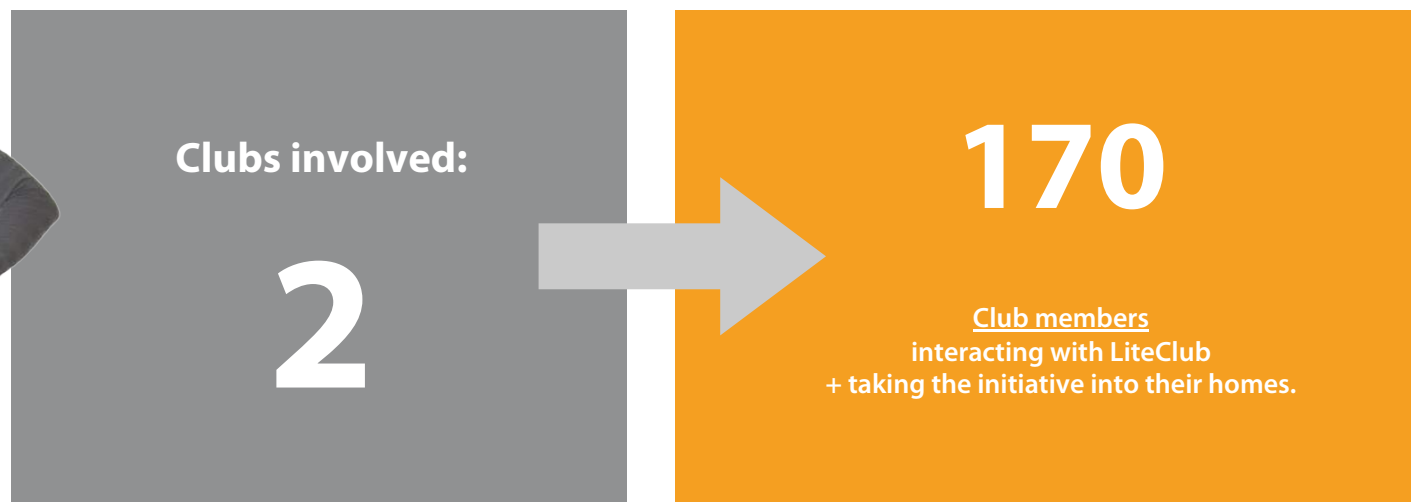
- Over **2** clubs, we've upgraded **30** light bulbs to brighter, more efficient LED lighting.
- We've fitted **3** metres of Climaflex XT pipe lagging to hot water pipes, reducing standing heat losses and improving hot water heating efficiency.
- We've installed **1** Gizmo in a single-flush toilet – saving approximately 10,000 litres of water per year.
- We've also installed **1** bin station to improve their recycling practices, encouraging club members to take ownership for minimising waste in the club.



*Georgina Evers-Swindell*

## Beyond the Clubs:

LiteClub is about more than the immediate changes we make. We also want to engage the club members and encourage them to make the same changes in their own lives. If we follow the lead of our sports ambassadors, we can all be environmental champions!



- ✓ We placed member messages in **25** locations throughout the 2 clubs including light switch stickers, water-saving device stickers and Ambassador posters. These alert club members about the changes made and why it is important to be more efficient with resources.

*Caroline Evers-Swindell*

## Medals

We want to help clubs showcase their efficiency. Whether it is due to our assistance, or the club's own initiative, the LiteClub medals are awarded so clubs can clearly demonstrate to their members where they are achieving commendable levels of efficiency. Being efficient with resources means more money for sport – win win.

7 medals have been awarded in the 2 clubs. As well as rewarding clubs for their commitment to efficiency, it's a great way to stoke up friendly rivalry with other clubs....“How many medals do you have?”

Shirley Tennis Club (Christchurch) holds the record...  
**8 medals**



Efficient  
lighting



Effective  
insulation



Efficient  
hot water  
heating



Recycling  
effectively



Efficient  
heating &  
cooling



Creating  
energy



Conserving  
water



Efficient  
appliances



Capturing  
water



Composting



Community  
garden



## Taihape Golf Club

Taihape Golf Club received an all-round facility upgrade by our Field Team. After a long visit with many changes and a lot of new LED lights, the club will immediately notice a reduction in overhead costs – we calculated over \$4,368 over the lifetime of the products we installed. In addition to the financial benefits, the environment wins too: over 14,200 kWh saved, and over 1.8 tonnes of CO<sub>2</sub> emissions prevented. This deserved 3 LiteClub medals!

### Lighting

15

Energy-hungry bulbs were changed to modern efficient Philips LED models



**\$4,368**

Saved over the lifetime of the bulbs (15,000 hours).



### Water

1

Gizmo installed



**10,000 L**

Conserved per year.



### Hot water heating

3m

Hot water pipe insulation fitted



Reduced standing losses and improved heat efficiency



## Taihape Squash Club

The LiteClub team visited this very active Squash Club in April 2018 and met with Club Captain George Bodley, who was thrilled to see so many new efficient LED light bulbs and recycling bins being installed. This club is a great example of how a few small changes can have a great impact, with the club expected to save more than \$4,477 over the lifetime of the free products installed. We awarded 4 LiteClub Medals!

### Waste

5 sorting at source bins installed, increasing capture of recyclables and helping reduce the volume of waste sent to landfill.



### Lighting

15

Energy-hungry bulbs were changed to modern efficient Philips LED models

\$4,477

Saved over the lifetime of the bulbs (15,000 hours).

## News + social media

liteCLUB

The screenshot shows the homepage of **liteCLUB**. At the top, there's a navigation bar with links like 'Home', 'Content', 'Structure', 'Appearance', 'People', 'Modules', 'Configuration', and 'Reports'. Below this, the main content area features a testimonial video titled 'LiteCLUB Testimonial' with a play button overlay. To the right of the video is a 'Our Live Scorecard' section showing 'Clubs Visited' (1, 2, 6, 4) and 'Dollars Saved' (7, 4, 2, 1, 8, 4, 7). Below the scorecard is a 'TWITTER' section with a tweet from @ProjectLitefoot. At the bottom, there's a 'CONTACT US' section with social media icons and a list of supporters including Puketapu Local Board, For North District Council, and Rangitikei District Council.

www.liteclub.org

The screenshot shows a Facebook post from the **Litefoot** page, dated May 8, 2018, at 11:45am. The post text reads: "The LiteClub van is back on the North Island and thanks to **Rangitikei District Council** our team finally got to visit **Taihape Golf Club** and **Taihape Squash Club**! Both clubs had been awaiting a visit eagerly for the past two years and weren't disappointed - over \$4,000 expected savings for each club, sorting-at-source bins for the Squash Club and 10,000 l of water per year saved for Golf. We'll be catching up on some office work in May before our teams start visiting the rest of the North Island, so if you know a club that could benefit send them a link to our sign up page: [liteclub.org/register-your-club](http://liteclub.org/register-your-club) !". Below the text is a photo of a man in a striped polo shirt holding a golf ball. To the right of the photo is a large 'WINNER' graphic with a right arrow. At the bottom of the post are two buttons: 'Register Your Club - Sign Up | LiteClub' and 'Register Your Club - Sign U'. Below the buttons are 'Like', 'Comment', and 'Share' icons.



**Thank you for your generous contribution. We look forward to working with you in the future.**



# *Appendix 1*

Appendix 1

Community Initiatives Fund, June 2018 – Summary report Bulls

	Description of Project	Total project cost	Applicant Contribution / income	Amount Eligible	Amount Requested	Any previous grants for the organisation from RDC or external funds in the last 3 years, and report status	Community benefits
1.Project Litefoot Tust	Upgrade club room energy efficiency, to free up funds for sport.	\$12,421	9,427	\$2,994	\$2,260.90	Yes, 2017 Project Report received	Changes made during a LiteClub implementation result in reduced operating costs, freeing up money for the club to spend on sport. Beyond the economic benefits, there are many environmental benefits (e.g. reducing emissions) and social benefits (e.g. healthier, safer clubrooms). LiteClub also improves dilapidated and inefficient facilities by making direct changes and recommendations including better lighting, tidier facilities, warmer, dryer and healthier clubrooms. LiteClub also works to embed a sense of community and ownership around positive environmental change, engaging a diverse group of New Zealanders.
2.Bulls District and Community Trust	To create and install a new sign for the river access	\$609.50	\$0	\$609.50	\$609.50	Yes	The current sign is very misleading, often directing visitors and tourists to a gravel yard with heavy machinery. The new sign will be designed by UCOL students who are currently developing the site. Since the development of the picnic area, the usage has increased. This initiative will benefit the locals, tourists, and visitors to the area.

## **Application form :**

Project Litefoot Trust  
LiteClub - Rangitikei

**Rangitikei District Council**

Private Bag 1102  
Marton 4741

08 May 2018

Dear Committee Members,

Firstly, thank you for supporting LiteClub in 2017/18. With the grant from Rangitikei DC we were able to implement two clubs in Rangitikei, collectively saving them 29,981 kWhs, and freeing up \$8,845 for community sport.

Since LiteClub's launch in 2011, our team of skilled advisers and implementers has visited 1,264 clubs across New Zealand. Our work is freeing up more than \$7.4 million for sport. We've changed over 27,861 inefficient light bulbs, insulated ceilings, wrapped cylinders and lagged pipes (saving 21.5 million kilowatt hours). We've installed water-saving devices on taps and toilets that are saving 38 million litres of water each year. Our waste minimisation programme is diverting more than 6,096 tonnes of waste from landfills. So far, for every \$1 invested in us we're saving \$2.58 for sport. Clubs are now able to spend more money on sports equipment and coaching and they're lowering barriers to participation. They're spending less money on electricity, water and waste disposal - items that don't improve sport or communities. We're also physically improving clubroom facilities - they are warmer, dryer and healthier places for communities to gather as well as being more efficient.

LiteClub is an entirely free service for clubs made possible by funding from organisations such as The Lion Foundation, local councils, TSB Community Trust, Trust Waikato, Otago Community Trust and NZCT.

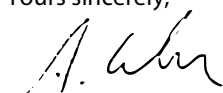
The process of the LiteClub – Rangitikei project is as follows: Once funding is secured and the respective Regional Sports Trust have confirmed the clubs' eligibility, our team will schedule a 2-3 hour visit with the club officials of each club. During the visit, our team then install energy efficient light bulbs, hot water cylinder and pipe insulation, water-saving devices and a waste minimisation programme. Our Sustainability Adviser walks the building looking for efficiency opportunities beyond the immediate changes we make, for example, heating, ventilation, and appliance use. These ideas are then turned into an Efficiency Action Plan (EAP), which sets out a list of specific actions that the club could take to further reduce their environmental impact and running costs. We also reach out to club members by installing posters and light switch stickers to inspire club members to take the same positive actions at home.

I'd also like to draw your attention to our approach regarding the specific costs for which we seek support. All activities of Project Litefoot Trust are directed toward our LiteClub programme and therefore our total annual budget divided by the number of clubs we bring into the programme represents our per-club investment. The attached cost breakdown shows our annual budget for 200 clubs and the proportion allocated to the clubs for this project.

During 2018/19 we plan to visit an additional four clubs within the Rangitikei district, with a total project cost of \$12,421. We seek \$2,949 from Rangitikei DC to support us – the shortfall we require to implement our LiteClub programme into the clubs. Please refer to the attached grant budget and the application for a list of clubs we hope to visit.

Rangitikei District Council's consideration of our proposal is very much appreciated.

Yours sincerely,

A handwritten signature in black ink, appearing to read "A. Gerlach".

Antonia Gerlach  
Project Litefoot Trust



"Inspiring New Zealanders to be environmental champions"

## Community Initiatives Fund Application Form 2017/18

### PLEASE NOTE

Applications close 12.00 pm (noon), Thursday 17 May 2018. The respective Community Committees/Boards will meet early-mid June 2018 to consider applications.

### PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

**CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Thursday 17 May 2018. Late applications will NOT be considered.**

**All sponsorship applications are copied into the relevant Community Committee/Board Order Papers and are therefore available to the general public.**

### SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,  
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Town Hall, Hautapu Street, Taihape

Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

## Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);

- Trust or Association (please supply documentation);

- Unincorporated community group

- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

### Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

## 1. APPLICANT DETAILS (*See applicant eligibility criteria*)

Full Name of

Organisation: \_\_\_\_\_

Street address: \_\_\_\_\_

Postal address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Contact 1 Name \_\_\_\_\_

Telephone (day) \_\_\_\_\_

Email: \_\_\_\_\_

Contact 2 Name \_\_\_\_\_

Telephone (day): \_\_\_\_\_

Email: \_\_\_\_\_

### Legal Status (*see Applicant eligibility criteria*)

Charitable Trust \_\_\_\_\_

IS YOUR ORGANISATION ACTING AS  
AN UMBRELLA ORGANISATION?

☐

Yes

☐

No

IS YOUR ORGANISATION GST  
REGISTERED?

☐

Yes

☐

No

If so, please provide  
your GST Number:

Bank account:

## 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

*Attach additional sheets if you need to*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Project eligibility criteria

All projects eligible for funding must:

- \* Take place within Rangitikei;
- \* Demonstrate consideration of how they see their proposal would benefit the community
- \* Provide 3 targets that will be used to monitor the outcome of the project
- \* Provide a realistic and balanced budget;
- \* Be able to contribute a significant proportion to the cost of the project (see Section 4).

### Please note:

\* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/ Committees, Annual Plan etc.;

\* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;

\* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.

\* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

## 3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? \_\_\_\_\_  
\_\_\_\_\_

3.2 When will it take place? \_\_\_\_\_

3.3 Where will it take place? \_\_\_\_\_

3.4 What type of project are you planning?

☐ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that ***best*** describes your project. (See *Community Initiatives Fund Purpose definitions*)

☐ Community service and support, or

☐ Leisure promotion, or

☐ Heritage and environment

3.5 Describe your project in full:

*Attach additional sheets if you need to.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.6 How will the project enhance community health and wellbeing?

*(Please select at least two of the following if relevant)*

X not applicable

☐ Smoke-free

☐ Sugar-sweetened-beverage-free

☐ Water only

☐ Healthy food options:

(Please select one) Some / Mostly / Only healthy options

☐ Alcohol safety / harm minimisation

Council is working with Healthy Families Whanganui/Rangitikei/Ruapehu to build healthier communities. Your support is appreciated.



## Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

### Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

### Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

## 3.6 Who will benefit from your project? \_\_\_\_\_

Rangitikei will benefit by means of electricity, water and waste efficiencies.

## 3.7 How will the people who will benefit from your project know that it is happening? \_\_\_\_\_

## 3.8 How will you acknowledge the funding provided by Rangitikei District Council? *(See Promoting Rangitikei District Council's support)*

## 3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. *Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.*

Target 1: \_\_\_\_\_

Target 2: \_\_\_\_\_

Target 3: \_\_\_\_\_



## Funding Guide

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will usually be up to a maximum of \$2,500 for any project in any one financial year.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

This section asks for the **total** cost of your project. In the income section list the funding from **all sources**. Council is unlikely to fund 100% of project costs, so it is important that you do not restrict your costs to the amount of funding you are requesting.

### Ineligible costs

- \* Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- \* Grants to individuals;
- \* Purchase or long-term lease of equipment or facilities;
- \* Food and beverage costs;
- \* Retrospective project costs;
- \* Costs of bonds or making good any damage done to venues that are hired;

You must provide valid, written quotes for all goods and services for which you are seeking funding.

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

**Groups registered for GST must provide figures that are GST exclusive.**

## 4. FINANCIAL INFORMATION (See Funding Guide) please provide **all** costs and **all** sources of income for the project you are planning.

Attach additional sheets if necessary

### 4.1 Project Costs

Outline how much the project will cost to put on:

Item	Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Cost (GST <del>inclusive</del>/ exclusive. Please delete one)</b>	\$	

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	
Cash in hand towards project	\$	
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
<b>Other sponsorship/grants (please specify source/s below)</b>	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total funds available (GST <del>inclusive</del>/ exclusive. Please delete one)</b>	\$	

### Amount of funding you are requesting

from Rangitikei District Council: \$ \_\_\_\_\_

Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

#### HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

*Tick as appropriate*

<input checked="" type="checkbox"/>	Answered all of the questions?
<input checked="" type="checkbox"/>	Does your financial information add up? <b>Please check!</b>
<input checked="" type="checkbox"/>	Provided daytime phone numbers?
<input checked="" type="checkbox"/>	Provided full details of your event and included extra pages as appropriate?
<input checked="" type="checkbox"/>	Provide quotes for all appropriate items?
<input checked="" type="checkbox"/>	Provided a pre-printed deposit slip or statement header?
<input checked="" type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

#### 4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

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

Telephone (day): \_\_\_\_\_

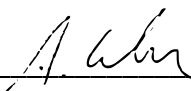
Name: \_\_\_\_\_

Telephone (day): \_\_\_\_\_

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

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

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

Position in organisation: \_\_\_\_\_

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

☐ Please tick here if you would like to speak with the Committee about your project. The Committees will meet early-mid June 2018. The Grants Administrator will contact you with more details.

# PLT Budget 2018–19: Rangitikei District Council

200 clubs to be implemented	Per Club	This application	4 clubs
<b>Total</b>	<b>3,111</b>	<b>Total</b>	<b>12,421</b>
65.2% Personnel	2,028	Personnel	8,058
12.0% Materials	373	Materials	1,460
14.4% Administration	449	Administration	1,813
8.3% Travel + accommo	258	Travel + accommo	1,076
0.1% Promotion	4	Promotion	14
<b>Detailed breakdown:</b>		<b>Detailed breakdown:</b>	
<b>64.8% Personnel:</b>	<b>2,015</b>	<b>Personnel:</b>	<b>8,058</b>
45.7% – Frontline	1,423	– Frontline	5,692
17.3% – Office	538	– Office	2,151
1.7% – ACC, Kiwisaver + other	54	– ACC, Kiwisaver + other	215
<b>11.7% Materials:</b>	<b>365</b>	<b>Materials:</b>	<b>1,460</b>
3.9% – Light bulbs	120	– Light bulbs	480
0.2% – Water-saving devices	6	– Water-saving devices	24
5.1% – Recycling stations	159	– Recycling stations	636
0.6% – Equipment storage	20	– Equipment storage	78
0.9% – Posters, stickers, leaflets	27	– Posters, stickers, leaflets	108
1.1% – Other materials	33	– Other materials	133
<b>14.6% Administration:</b>	<b>453</b>	<b>Administration:</b>	<b>1,813</b>
7.6% – Rent + rates	236	– Rent + rates	945
0.4% – Phone + broadband	12	– Phone + broadband	48
0.8% – Mobile phones	24	– Mobile phones	96
3.1% – IT lease + expenses	97	– IT lease + expenses	389
0.0% – Postage, couriers + freight	2	– Postage, couriers + freight	6
0.2% – Printing + consumables	6	– Printing + consumables	24
1.0% – Accounting, audit + bank	32	– Accounting, audit + bank	130
0.3% – Insurance	9	– Insurance	36
0.3% – Office cleaning	10	– Office cleaning	39
0.8% – Miscellaneous	25	– Miscellaneous	101
<b>8.6% Travel + accommodation:</b>	<b>269</b>	<b>Travel + accommodation:</b>	<b>1,076</b>
1.5% – Airfares	46	– Airfares	184
2.2% – Accommodation	67	– Accommodation	269
2.9% – Van lease + expenses	89	– Van lease + expenses	357
1.3% – Meals	41	– Meals	164
0.8% – Shuttles, taxis + other	26	– Shuttles, taxis + other	102
<b>0.1% Promotion:</b>	<b>4</b>	<b>Promotion:</b>	<b>14</b>
0.1% – Website	4	– Website	14
0.0% – Member programme	0	– Member programme	0
0.0% – Ambassador Expenses	0	– Ambassador Expenses	0
<b>Total</b>	<b>3,105</b>	<b>Total</b>	<b>12,421</b>



Rockport Holdings Limited Partnership

# PERPETUAL INVOICE

Project Litefoot Trust  
Level 3 Textile Centre  
Parnell

**Invoice Date**  
1 Jul 2017

**Invoice Number**  
INV-2656

**GST Number**  
106-941-971

Rockport Holdings Limited  
Partnership  
PO Box 30528  
Lower Hutt 5040

Description	Quantity	Unit Price	Amount NZD
Rent for tenancy 3.5 - 131sqm @ \$267.81psm	1.00	2,923.55	2,923.55
Operating Expenses @ \$74.99 per sqm	1.00	818.60	818.60
Includes equipment storage space of \$256.98 (excl. GST)		Subtotal	3,742.15
		TOTAL GST 15%	561.32
		<b>TOTAL NZD</b>	<b>4,303.47</b>

## Due Date: 1 Jul 2017

THIS PERPETUAL TAX INVOICE IS EFFECTIVE FROM THE DATE OF THIS INVOICE UNTIL FURTHER NOTICE.

Please remit payment to:  
Rockport Holdings Limited Partnership  
Bank account: 02-0108-0190133-00

blueprint

PO Box 37 879  
Parnell  
Auckland 1151  
New Zealand  
P: +64 9 377 6792  
F: +64 9 377 6784

**To :** Project Litefoot Trust  
PO Box 37 879  
Parnell  
Auckland 1151  
New Zealand

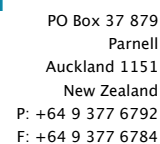
Description				GST	QTY	Price per unit	NZD Total	
IT Equipment Lease: \$26,889 capital over 12 months				2	12.00	618.88	7,426.56	
							NET	7,426.56
							GST	0.00
							TOTAL	7,426.56

For online payment:

Bank : ASB Bank  
Account Name : Blueprint Consulting Limited  
Account Number : 12 3075 0258018 00  
Currency : NZD

Blueprint Consulting Limited  
Company Registered in New Zealand No. 3854656  
E : [connect@blueprint.pro](mailto:connect@blueprint.pro)

Quote No : 013  
Date : 28-Feb-18



Blueprint Consulting Limited  
Company Registered in New Zealand No. 3854656  
E : [connect@blueprint.pro](mailto:connect@blueprint.pro)

NET	11,865.24
GST	1,779.79
<b>TOTAL</b>	<b>13,645.03</b>

# Quotation



Methven Limited  
Private Bag 19996  
Avondale , Auckland 1746  
41 Jomac Place  
Avondale Auckland 1026  
Ph +64 09 8290429  
Fax +64 09 8290429

Project Litefoot Trust

Level 3

The Textile Centre

1 Kenwyn Street

Parnell

Fax

Quotation #	Date	Sales order	Currency	Project	Customer ref.	Internal ref.	Start date	Expiry Date
SQ0006785-1	13/11/2017		NZD	Aerator Quote	Attn: Maike	CMOK	13/11/2017	12/02/2018

Notes/ Instructions :

Item number	Description	Quantity	Unit	Unit price	Disc. %	Amount
SP119974	NEOPERL PCA CASCADE AERATOR 5LPM	100.00	EACH	1.70	0.00	170.00

Payment    End of month following invoice month

The above quoted prices are GST exclusive and subject to terms and conditions given overleaf. A copy of the quote will be mailed to you with terms and conditions.

This is to confirm we have the contract for this quotation for the supply of product under the terms and conditons overleaf.

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

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

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

Quote number MUST be included when ordering product. No quote number, no credit.

Dear Maike Poggel,

We have prepared the following costing for this project

<b>Client</b>	LiteClub
<b>Project</b>	A3 Posters  Digitally Printed on Benefitz iGEN4, Colour 1000 or JetSX B2 Inkjet Presses A3 Printed full colour x 1 side on 150 gsm silk matt x 2 types from files supplied
<b>Costing Number</b>	BZ153464
<b>Job details</b>	
<b>Quantity</b>	<b>Total Charge (Excl GST)</b>
200	\$ 165.00
300	\$ 195.00
500	\$ 235.00
1000	\$ 360.00

Costing prepared by Robert Johnson, Phone 477-4702 or 0274-970-712

This costing should be read in conjunction with our [Terms and Conditions](#) of business

**Benefitz DMA Limited.** Corner Constellation and Parkway Drive, Mairangi Bay, North Shore City. Phone: 0800 42 36 33 or (09) 477 4700, Fax: (09) 477 4799



## Attention:



We have pleasure in submitting **Nett price** quotation covering the supply of fittings and lamps for the above project.

**Conditions of Supply**

Our quotation is offered on a Supply Only basis and is covered by our normal Conditions and Terms of Sale. The full terms and conditions of sale can be obtained from the Lighting Sales Office.

**Guarantee**

All light fittings are covered by Philips standard twelve month guarantee which extends to the free replacement of any faulty parts during the first twelve months commencing from the date of installation, but does not include any labour or other charges involved in the replacement of such faulty parts. All lamps are covered by Philips standard lamp warranty.

**Quantities**

It is the Contractors responsibility to quantify the fittings involved in this project. Quantities shown are as supplied to Philips. This quotation applies only to the quantities and types of goods stated. Philips reserves the right to adjust the prices quoted where the quantities required are, in the opinion of Philips NZ Ltd, substantially less than those shown in this quotation.

**Lead Times**

We note some of the light fittings will require production lead times of up to **16 Weeks** from receipt of order. Details concerning production and delivery can be finalised once the order is confirmed and a delivery schedule provided.

**Return of Goods**

In all situations Philips reserves the right to accept or reject any request for goods to be returned. In any case, all returned goods must be in the original packaging and be in first class condition suitable for resale. Depending on the circumstances of their return, Philips also reserves the right to refund 80 percent of the price of the goods, to cover the cost of credit and the restocking of all the returned goods.

**Return of Specifically Manufactured or Indent Goods**

Any specifically manufactured or indent goods, that are ordered for a project, will under no circumstances be returnable.

**Fixed price**

This quotation shall remain firm for a period of 30 days from the date shown on our tender bid and is subject to our standard conditions of sale. Quotations with extended validity dates are subject to the following conditions.

The Parties acknowledge that the prices quoted for the Products are based on an exchange rate of **1 NZD = 0.7320 USD**. If, at any time during the Term of this Agreement, the New Zealand dollar depreciates or appreciates against the United States dollar by more than 5%, either Party may require the other Party, to enter into good faith negotiations to review the prices. The Parties agree that in negotiating the revised prices for Products ("Revised Prices") consideration shall be given to all reasonably relevant pricing matters, including but not limited to:

- a) any increase in production, manufacturing or assembly cost of the Products;
- b) any increase in the Consumer Price Index; and
- c) any increase in freight or insurance cost for the Products,

that has occurred since the Effective Date of this Agreement. As such, the Parties acknowledge that Revised Prices are unlikely to reflect the full value of the currency deviation.

**Specification**

As we have not sighted the specifications pertaining to this project, the luminaries offered in the body of this quotation are standard PHILIPS stock/indent items and no allowance has been made for any special conditions or deviations which may be deemed applicable according to the specifications. Therefore we tag our submission accordingly.

**Commissioning**

Unless otherwise indicated, all cost associated with commissioning (**Sports lighting, LED and Control programming**) are excluded from this quotation. All cost associated with hiring and use of EWP at the contractors care.

**Recess Boxes**

Our quote covers the supply of Philips recess boxes suitable for use in most types of metric two way 600 / 600mm and 1200 / 600mm exposed Trail 25mm suspended ceilings. Should any other type and or size of suspended ceiling be used, then this information should be communicated to us and we reserve the right to alter our prices accordingly.

**Fluorescent Fittings**

All Philips fluorescent fittings comply with the specification's lo-loss ballasts to NZAB4783.2.2001 and class B1. All fluorescent luminaries have been power factor corrected to not less than 0.95 lagging.

**HID Fittings**

All Philips HID luminaries are standard off the shelf items using standard reactor control gear - **not constant wattage**.

**Poles**

Any poles listed on this quotation are for supply only, delivery to site included, unloading at Contractors care, storage at contractors care. Philips are not responsible for any damage that may result during the installation of any poles.

**GST**

Our quotation has the unit prices quoted exclusive of GST, with the total GST value listed as a separate item. When supplying we will be invoicing on a Tax Invoice basis.

We thank you for the opportunity to present this quotation, and should we be successful, we assure you of our best attention at all times.

Yours faithfully

Christopher Abear, Philips Lighting NZ

Project Litefoot		Quotation Number:	RET1400DO
		Region:	AKLD
		Valid To:	2/08/2018
Date:	31/01/2018	Sales Engineer:	Chris Abear

All amounts in: **NZD**

Item No	Quantity	Description	Unit Price	Total
<b>A</b>	1	<i>LED Classic 10-80W Par38 827 25D</i>	<u>\$10.41</u>	<u>\$10.41</u>
<b>B</b>	1	<i>LED Bulb 10.5-75W E27 6500K 230V A60 AU/P</i>	<u>\$4.72</u>	<u>\$4.72</u>
<b>C</b>	1	<i>LED Bulb 10.5-75W E27 3000K 230V A60 AU/P</i>	<u>\$4.72</u>	<u>\$4.72</u>
<b>D</b>	1	<i>LED Bulb 10.5-75W B22 3000K 230V A60 AU/P</i>	<u>\$4.72</u>	<u>\$4.72</u>
<b>E</b>	1	<i>LED Bulb 10.5-75W B22 6000K 230V A60 AU/P</i>	<u>\$4.72</u>	<u>\$4.72</u>
<b>F</b>	1	<i>LED Bulb 13-90W B22 6500K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$5.73</u>
<b>G</b>	1	<i>LED Bulb 13-90W B22 3000K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$5.73</u>
<b>H</b>	1	<i>LED Bulb 13-90W E27 3000K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$5.73</u>
<b>I</b>	1	<i>LED Bulb 13-90W E27 6500K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$5.73</u>

Item No	Quantity	Description	Unit Price	Total
<b>J</b>	1	<i>LEDClassic 5-60W MR16 830 60D 1BC/10</i>	<u>\$3.89</u>	<u>\$3.89</u>
<b>K</b>	1	<i>LEDClassic 4.5-50 GU10 830 60D 1BC/10</i>	<u>\$3.89</u>	<u>\$3.89</u>
<b>L</b>	1	<i>LEDBulb 14.5-120W B22 6500K230V A67 AU</i>	<u>\$8.33</u>	<u>\$8.33</u>
			Total (excluding GST)	\$68.32
			GST	\$10.25
			Total (inclusive GST)	<u>\$78.57</u>

# Quote

GST No. 81-758-514

Project Litefoot Trust  
PO Box 37879  
Parnell  
AUCKLAND 1151

Invoice No. 00096475

Customer Ref:

Date 23/01/2018

Qty	Code	Description	Price	Total
500	FB214RS	Fluteboard Recycle Bin - Large 350 x 285 x 560mm With Plastic Handles Printed - Two Colours - Project LITEFOOT Ref Quote # 13251 B	\$18.10	\$9,050.00
150	.	Lids for Large Recycling Bins Printed " Mixed Recycling" Yellow & Black - two colour Ref Quote # 13252 F	\$7.30	\$1,095.00
150	.	Lids for Large Recycling Bins Printed " Landfill / Waste" Red - one colour Ref Quote # 13252 F	\$5.43	\$814.50
1	.	Freight to Auckland - allow \$150.00		
			Subtotal	\$10,959.50
			Freight	\$0.00
			GST	\$1,643.93
			<b>Total</b>	<b>\$12,603.43</b>

Deliver To:

Project Litefoot Trust  
Level 3 The Textile Centre  
1 Kenwyn Street  
Parnell  
AUCKLAND 1052

Direct Payments to:

Port Nicholson Packaging  
ANZ - Petone  
06 0545 0271695 000



**Port  
Nicholson  
Packaging**

PO Box 38133, Wellington  
33 Fitzherbert St, Petone  
www.pnp.co.nz  
Email: Sales@pnp.co.nz  
Fax 04 568-5538  
**Ph 04 568-5018**

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Manufacturers  
Design Agencies  
Retailers  
Distributors  
Museums & Libraries

**Packaging using:**

Cardboard  
Fluteboard  
Polypropylene  
Acid-free card

**Clearview Packaging:**

PVC Boxes and Lids  
PVC Cartons  
Boxes with windows

**Fluteboard Packaging:**

Bins & Trays for Recycling  
Reuseable Trays  
Water Resistant Bins

**Print Finishing**

Die-cutting & Creasing  
Foiling & Embossing  
Eyeletting & Rivetting

**Screen Printing:**

Fluteboard Signs  
Packaging  
Labels / Decals / Overlays  
UV Overglossing

**Manufacturers & Distributors  
of Archival Products**

Acid-free Paper & Cardboard  
Boxes & Enclosures  
Mylar & Polypropylene Sleeves  
Folders & Envelopes  
Specialists in "Made to Order"  
Archival Boxes & Enclosures

**www.pnp.co.nz**

Port Nicholson Packaging 2002 Lt



## Summary Report

Rangitikei

April 2018



## What do we do?

liteCLUB

- LiteClub is on a mission: working to transform community sports infrastructure, and the culture to match, to be electricity independent, water neutral and zero waste by 2025.
- We're inspiring New Zealanders to be environmental champions, and to reap the economic, social and environmental benefits.



*Sarah Walker*

- LiteClub's field team visits clubs in New Zealand making immediate changes that reduce the clubs' running costs – improving conditions at the club, and giving them more money to spend on sport.
- Club members are engaged through the use of LiteClub's sport ambassadors – top athletes who have made the same changes in their own lives – helping to spread the LiteClub message to the broader community.
- New Zealanders love sport and they love the environment. LiteClub helps to combine these two loves, demonstrating that they need not be exclusive. With the right attitude and education, we can use our competitive drive to achieve a sustainable future for New Zealand – to the benefit of us all.



*Conrad Smith*



## Ongoing Engagement: Efficiency Action Plan (EAP)

LiteClub doesn't just implement and leave - we stay involved with clubs, working to help them continue on their journey to electricity independence, water neutrality and zero waste.

During each club visit, our Sustainability Adviser walks the building and takes notes about ways to improve efficiency beyond the immediate changes we make. This assessment focuses on **heating, ventilation, insulation, appliance efficiency and waste minimisation**.

The EAP includes:

1. A summary of implementation at the visit.
2. A list of the LiteClub medals that were awarded to showcase efficiency milestones noted at the visit.
3. Opportunities for efficiency improvement, and how we recommend the club tries to achieve this.
4. A workable action plan at the end, summarising all our recommendations and ranking them by priority.
5. If clubs wish, we continue to work them and liaise with the necessary experts and suppliers to implement the action plan.



## Results summary

Thanks to Rangitikei District Council's grant, our LiteClub field team has been able to successfully implement 2 **clubs** in the Rangitikei region in 2018.

Our efforts are calculated to save the clubs a collective total of **29,981kWh** which translates to a cost saving of **\$8,845** over the lifetime of the installed products. **10,000 litres** of water a year will be conserved. In addition to this, **3.7 tonnes** of CO<sub>2</sub> emissions will be prevented from entering the atmosphere. **Win win!**

### How have we done this?

- Over **2** clubs, we've upgraded **30** light bulbs to brighter, more efficient LED lighting.
- We've fitted **3** metres of Climaflex XT pipe lagging to hot water pipes, reducing standing heat losses and improving hot water heating efficiency.
- We've installed **1** Gizmo in a single-flush toilet – saving approximately 10,000 litres of water per year.
- We've also installed **1** bin station to improve their recycling practices, encouraging club members to take ownership for minimising waste in the club.

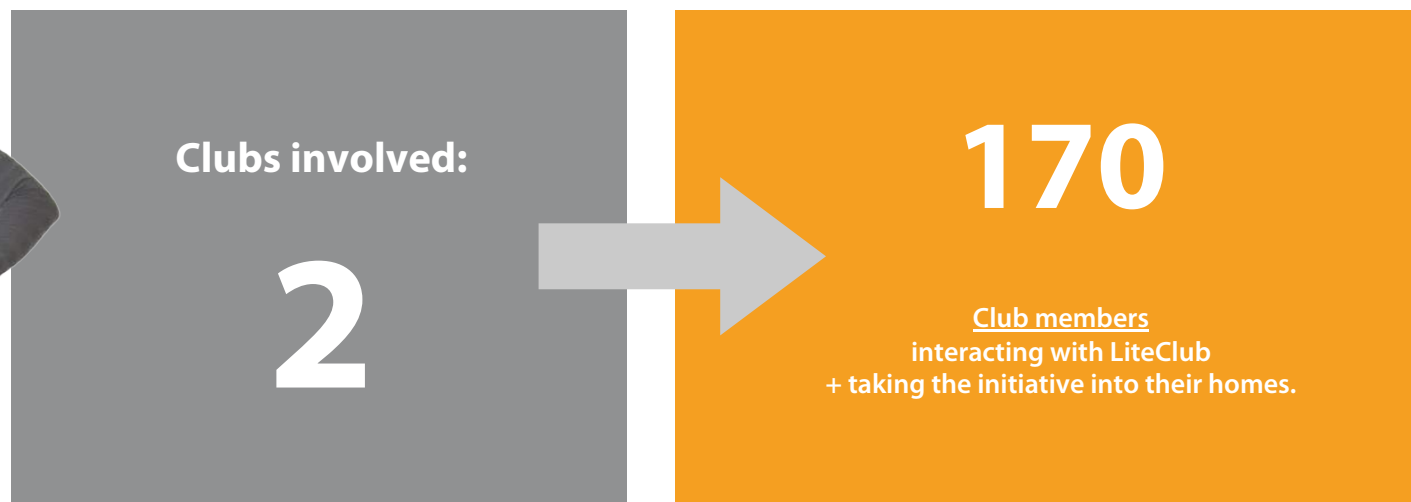


*Georgina Evers-Swindell*



## Beyond the Clubs:

LiteClub is about more than the immediate changes we make. We also want to engage the club members and encourage them to make the same changes in their own lives. If we follow the lead of our sports ambassadors, we can all be environmental champions!



- ✓ We placed member messages in **25** locations throughout the 2 clubs including light switch stickers, water-saving device stickers and Ambassador posters. These alert club members about the changes made and why it is important to be more efficient with resources.

*Caroline Evers-Swindell*

## Medals

We want to help clubs showcase their efficiency. Whether it is due to our assistance, or the club's own initiative, the LiteClub medals are awarded so clubs can clearly demonstrate to their members where they are achieving commendable levels of efficiency. Being efficient with resources means more money for sport – win win.

7 medals have been awarded in the 2 clubs. As well as rewarding clubs for their commitment to efficiency, it's a great way to stoke up friendly rivalry with other clubs....“How many medals do you have?”

Shirley Tennis Club (Christchurch) holds the record...  
**8 medals**



Efficient  
lighting



Effective  
insulation



Efficient  
hot water  
heating



Recycling  
effectively



Efficient  
heating &  
cooling



Creating  
energy



Conserving  
water



Efficient  
appliances



Capturing  
water



Composting



Community  
garden



## Taihape Golf Club

Taihape Golf Club received an all-round facility upgrade by our Field Team. After a long visit with many changes and a lot of new LED lights, the club will immediately notice a reduction in overhead costs – we calculated over \$4,368 over the lifetime of the products we installed. In addition to the financial benefits, the environment wins too: over 14,200 kWh saved, and over 1.8 tonnes of CO<sub>2</sub> emissions prevented. This deserved 3 LiteClub medals!

### Lighting

15

Energy-hungry bulbs were changed to modern efficient Philips LED models



**\$4,368**

Saved over the lifetime of the bulbs (15,000 hours).



### Water

1

Gizmo installed



**10,000 L**

Conserved per year.



### Hot water heating

3m

Hot water pipe insulation fitted



Reduced standing losses and improved heat efficiency

## Taihape Squash Club

The LiteClub team visited this very active Squash Club in April 2018 and met with Club Captain George Bodley, who was thrilled to see so many new efficient LED light bulbs and recycling bins being installed. This club is a great example of how a few small changes can have a great impact, with the club expected to save more than \$4,477 over the lifetime of the free products installed. We awarded 4 LiteClub Medals!

### Waste

5 sorting at source bins installed, increasing capture of recyclables and helping reduce the volume of waste sent to landfill.



### Lighting

15

Energy-hungry bulbs were changed to modern efficient Philips LED models

\$4,477

Saved over the lifetime of the bulbs (15,000 hours).



## News + social media

liteCLUB

The screenshot shows the liteclub.org website. At the top, there's a navigation bar with links like 'Home', 'Content', 'Structure', 'Appearance', 'People', 'Modules', 'Configuration', and 'Reports'. Below this, the main content area features a testimonial from Conrad Smith of Anamoho Bowling Club, a 'A FREE service for sports clubs' section with a 'SIGN UP' button, and a 'Our Live Scorecard' showing 'Clubs Visited' (1, 2, 6, 4) and 'Dollars Saved' (7, 4, 2, 1, 8, 4, 7). There's also a 'TWITTER' section with tweets from @ProjectLitefoot. At the bottom, there's a 'CONTACT US' section and logos of supporters including Pukapapa Local Board, For North District Council, and Rangitikei.

www.liteclub.org

The screenshot shows a Facebook post from Litefoot, dated May 8, 2018, at 11:45am. The post text reads: "The LiteClub van is back on the North Island and thanks to Rangitikei District Council our team finally got to visit Taihape Golf Club and Taihape Squash Club! Both clubs had been awaiting a visit eagerly for the past two years and weren't disappointed - over \$4,000 expected savings for each club, sorting-at-source bins for the Squash Club and 10,000 l of water per year saved for Golf. We'll be catching up on some office work in May before our teams start visiting the rest of the North Island, so if you know a club that could benefit send them a link to our sign up page: [liteclub.org/register-your-club](http://liteclub.org/register-your-club) !". Below the text is a photo of a man in a striped polo shirt holding a golf ball. To the right of the photo is a large 'WINNER' graphic with a right arrow. At the bottom of the post are two buttons: 'Register Your Club - Sign Up | LiteClub' and 'Register Your Club - Sign U'. Below the buttons are 'Like', 'Comment', and 'Share' icons.



**Thank you for your generous contribution. We look forward to working with you in the future.**

# Financial Statements

Project Litefoot Trust  
For the year ended 31 March 2017

Prepared by Armstrong & Associates Limited

# Contents

3	Compilation Report
4	Entity Information
5	Statement of Service Performance
6	Statement of Financial Performance
8	Statement of Changes in Equity
9	Statement of Financial Position
10	Statement of Cash Flows
11	Notes to the Financial Statements



# Compilation Report

## Project Litefoot Trust For the year ended 31 March 2017

Compilation Report to the Directors of Project Litefoot Trust.

### Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Project Litefoot Trust for the year ended 31 March 2017.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

### Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

### No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

### Independence

We have no involvement with Project Litefoot Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

### Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

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Armstrong & Associates Limited

PO Box 109696

Newmarket, Auckland 1149

Dated: 26 May 2017



## INDEPENDENT ACCOUNTANT'S REPORT TO THE TRUSTEES OF THE PROJECT LITEFOOT TRUST

We have reviewed the Entity Information and Statement of Service Performance included in the performance report of the PROJECT LITEFOOT TRUST, for the year ended 31 March 2017, on pages 4 - 5.

### Review Conclusion

Based on our review, nothing material has come to our attention that requires reporting to you. In our opinion we believe that for the year ended 31 March 2017, the reviewed non-financial information of the PROJECT LITEFOOT TRUST on pages 2 to 4 do present fairly, in all material respects:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are suitable in the statement of service performance;
- b) and the entity information,

in accordance with the PBE SFR T 3 NZASB standards, and the EG A1 Explanatory Guide.

### Restriction on responsibility

This report is made solely to the governance, in accordance with section 42F of the Charities Act 2005, and the constitution of the entity. Our limited assurance work has been undertaken so that we might state to the governance those matters we are required to state to them in an accountant's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the governance as a body, for our assurance work, for this report, or for the opinions we have formed.

### Responsibilities of the Governance

The Governance of the PROJECT LITEFOOT TRUST are responsible on behalf of the entity –

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b) The preparation & fair presentation of the entity information and statement of service performance

in accordance with the PBE SFR T 3 NZASB standards, and along with such internal control as the governance determine is necessary, to enable the preparation and fair presentation for the year ended 31 March 2017, that is free from material misstatement, whether due to fraud or error.

### Reviewer's responsibilities

Our responsibility is to express a conclusion on the accompanying non-financial information that are required to be prepared by the governance in accordance with the Public Benefit Entity Simple Format Reporting tier 3 [PBE SFR T3] accrual accounting standards issued in NZ by the NZ Accounting Standards Board [NZASB], under the Financial Reporting Act 2013.

We conducted our review in accordance with the International Standard on Assurance Engagements ISAE (NZ) 3000, Assurance Engagements other than the Audits or Reviews of Historical Financial Information. ISAE (NZ) 3000 requires us to conclude whether anything has come to our attention that causes us to believe that the non-financial information, taken as a whole, are not prepared in all material respects, in accordance with the applicable financial reporting framework. These standards also requires us to comply with the relevant ethical requirements of PES 1 *Code of Ethics for Assurance Practitioners*.

We are also required to apply the explanatory guides EG Au 1&9.

A review of the non-financial Entity Information and Statement of Service Performance in accordance with ISAE (NZ) 3000 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with ISAE (NZ) 3000. Accordingly we do not express an audit opinion on the entity information and service performance statement.

Other than in our capacity as assurance practitioner we have no other relationship with, or interests in, the PROJECT LITEFOOT TRUST.



**Integrity Audit**  
**EAST TAMAKI**  
**Date: 24 July 2017**

# Entity Information

## Project Litefoot Trust For the year ended 31 March 2017

**IntegrityReview**

### Legal Name of Entity

Project Litefoot Trust

### Nature of Business

Charitable Trust for Environmental Education

### Trustees

Professor Mark Orams

Stephen Cottrell

Professor David Frame

John Rodger

Miranda Burdon

### Registration Number

CC37179

### IRD Number

099-469-935

### Physical Address

Level 3, Textile Centre, 1 Kenwyn Street

Parnell, Auckland 1052

### Postal Address

PO Box 37879

Parnell, Auckland 1151

### Bankers

ASB Bank

### Accountants

Armstrong & Associates Limited

5 Akaroa Street, Parnell, Auckland 1052

### Auditor

Integrity Audit

East Tamaki, Auckland



# Statement of Service Performance

**IntegrityReview**

## Project Litefoot Trust

For the year ended 31 March 2017

### Description of Entity's Outcomes

Project Litefoot, led by 10 of New Zealand's top sport heroes, works at the intersection between sport and environment.

Our ambition is to inspire New Zealanders to be environmental champions, using the spirit of sport - teamwork and competitiveness - as foundation for doing so.

Our objective, delivered via our LiteClub programme, is to transform community sports infrastructure, and the culture to match, so that this sector is electricity independent, water neutral and zero waste by 2025.

	2017	2016
<b>Description and Quantification of the Entity's Outputs</b>		
Sports club implementations (in numbers)	242	237
Money freed up for sport (in NZ\$)	1,713,232	1,497,478
Kilowatt hours saved (in kWh)	4,924,625	4,345,652
Litres of water saved (in millions)	30	24
Tonnes of waste saved (in tonnes)	1,256	955
CO2 reductions (in tonnes)	2,739	1,034

### Additional Output Measures

- 723 medals awarded to clubs achieving pre-defined standards.
- 89% of club officials surveyed "agreed" or "strongly agreed" that LiteClub is "overall valuable" for their club.

# Statement of Financial Performance

## Project Litefoot Trust

For the year ended 31 March 2017

	NOTES	2017	2016
<b>Revenue</b>			
<b>Donations Received</b>			
Bay Trust		15,000	-
Eastern and Central Community Trust		4,000	4,000
Otago Community Trust		43,878	30,838
Rata Foundation		12,000	17,000
Donations Others		535,924	419,466
<b>Total Donations Received</b>		<b>610,802</b>	<b>471,304</b>
Other Income		1,178	6,898
<b>Sales</b>			
Sales - Other		596	241
Sales - Recycling Stations		28	360
<b>Total Sales</b>		<b>623</b>	<b>601</b>
<b>Total Revenue</b>		<b>612,603</b>	<b>478,802</b>
<b>Other Income</b>			
Interest		52	212
<b>Total Other Income</b>		<b>52</b>	<b>212</b>
<b>Total Income</b>		<b>612,655</b>	<b>479,014</b>
<b>Expenses</b>			
Costs related to providing goods or service		63	-
Accident Compensation Levy		711	1,135
Advertising/PR/Social Media		2,973	5,384
Accountancy Fees		2,659	2,630
Ambassador Expenses		72	112
Audit Fees		2,735	1,535
Bank Charges		655	614
Depreciation		8,063	7,059
General Expenses		1,041	752
Insurance		1,522	1,443
Interest Other		7	-
IT Expenses		4,633	3,768
IT Lease		6,905	5,349
Legal Fees		44	44
LiteClub Materials		72,518	66,722
Motor Vehicle Expenses		25,016	14,306
Office Expenses		9,723	6,570
Office Rent		33,237	20,015
Salaries - Frontline Staff		235,633	173,417
Salaries - Office Staff		154,578	114,763

These Financial Statements have been audited and are to be read in conjunction with the Notes to the Financial Statements, Auditors Report and the attached Compilation Report.

	NOTES	2017	2016
Salaries - KiwiSaver Contribution		4,465	5,994
Staff Training/Recruitment		2,014	1,952
Telephone, Tolls & Internet		10,619	6,427
Travel and Accommodation		31,378	32,795
<b>Total Expenses</b>		<b>611,264</b>	<b>472,786</b>
<b>Surplus/(Deficit) for the Year</b>		<b>1,390</b>	<b>6,228</b>

These Financial Statements have been audited and are to be read in conjunction with the Notes to the Financial Statements, Auditors Report and the attached Compilation Report.

# Statement of Changes in Equity

Project Litefoot Trust

For the year ended 31 March 2017

	2017	2016
<b>Accumulated Funds</b>		
Opening Balance	55,263	49,035
<b>Increases</b>		
Operating Net Surplus (Deficit) after Depreciation	1,390	6,228
<b>Total Increases</b>	<b>1,390</b>	<b>6,228</b>
<b>Total Accumulated Funds</b>	<b>56,653</b>	<b>55,263</b>

These Financial Statements have been audited and are to be read in conjunction with the Notes to the Financial Statements , Auditors Report and the attached Compilation Report.

# Statement of Financial Position

Project Litefoot Trust  
 As at 31 March 2017

INTEGRITY AUDIT

	NOTES	31 MAR 2017	31 MAR 2016
<b>Assets</b>			
<b>Current Assets</b>			
<b>Bank accounts and cash</b>			
ASB Bank 00		173,177	20,237
ASB Bank 50		5	5
TSB Bank 00		845	18,920
<b>Total Bank accounts and cash</b>		<b>174,027</b>	<b>39,161</b>
Debtors and prepayments		-	12,482
Inventory		17,880	9,126
Goods and services tax		11,147	4,497
Income tax		596	596
<b>Total Current Assets</b>		<b>203,650</b>	<b>65,862</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment		67,615	40,383
<b>Total Non-Current Assets</b>		<b>67,615</b>	<b>40,383</b>
<b>Total Assets</b>		<b>271,265</b>	<b>106,245</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses		53,707	13,501
Employee Entitlements		11,818	8,647
Unearned Income		149,087	28,833
<b>Total Current Liabilities</b>		<b>214,611</b>	<b>50,982</b>
<b>Total Liabilities</b>		<b>214,611</b>	<b>50,982</b>
<b>Net Assets</b>		<b>56,653</b>	<b>55,263</b>
<b>Equity</b>			
Accumulated Funds		56,653	55,263
<b>Total Equity</b>		<b>56,653</b>	<b>55,263</b>

For and on behalf of the Board of Trustees: Date signed: 24/07/2017

Trustee: [Signature]

Trustee: [Signature]

Trustee: [Signature]

Trustee: [Signature]

Trustee: [Signature]

These Financial Statements have been audited and are to be read in conjunction with the Notes to the Financial Statements, Auditors Report and the attached Compilation Report.



# Statement of Cash Flows

## Project Litefoot Trust

For the year ended 31 March 2017

	2017	2016
<b>Cash Flows from Operating Activities</b>		
Donations, fundraising and other similar receipts	743,274	460,402
Other Income	2,031	9,644
Interest, dividends and other investment receipts	52	212
GST	(3,765)	(7,602)
Payments to suppliers and employees	(587,698)	(455,938)
<b>Total Cash Flows from Operating Activities</b>	<b>153,893</b>	<b>6,717</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Payments to acquire property, plant and equipment	(19,028)	(1,764)
Cash Flows from Other Investing and Financing Activities	-	-
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(19,028)</b>	<b>(1,764)</b>
<b>Net Increase/ (Decrease) in Cash</b>	<b>134,865</b>	<b>4,953</b>
<b>Cash Balances</b>		
Cash and cash equivalents at beginning of period	39,161	34,208
Cash and cash equivalents at end of period	174,027	39,161
<b>Net change in cash for period</b>	<b>134,865</b>	<b>4,953</b>

These Financial Statements have been audited and are to be read in conjunction with the Notes to the Financial Statements, Auditors Report and the attached Compilation Report.

# Notes to the Financial Statements

## Project Litefoot Trust

### For the year ended 31 March 2017

#### 1. Reporting Entity

Project Litefoot Trust is a Trust and subject to the Trustees Act 1956.

#### 2. Statement of Accounting Policies

##### Basis of Preparation

The Project Litefoot Trust 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.

##### Historical Cost

These financial statements have been prepared on a historical cost basis. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise stated.

#### 3. Changes in Accounting Policies

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

#### 4. Fixed Assets and Depreciation

All fixed assets are recorded at cost less accumulated depreciation. Depreciation of the assets has been calculated on the following economic lives.

Plant & Equipment 7 years.

#### 5. Goods and Services Tax

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

#### 6. Inventories

Inventory is recorded at the lower of cost or net realizable value.

#### 7. Leases

Operating leases are those which all the risks and benefits are substantially retained by the lessor. Lease payments are expensed in the periods the amounts are payable.

#### 8. Accounts Receivables

Receivables are stated at their estimated realizable value. Bad debts are written off in the year in which they are identified.

**9. Related Parties**

HAMISH REID is the General Manager of Project Litefoot Trust and the director of Blueprint Consulting Limited. Blueprint Consulting Limited provides a lease vehicle and IT services to Project Litefoot Trust.

In the 2017 financial year Blueprint Consulting Limited provided lease and IT services to the Trust to the value of \$26,109 (2016: \$10,436).

**10. Audit**

These financial statements have been audited. Please refer to the Auditor's Report.

**11. Capital Commitments**

At balance date there are no known capital commitments (2016: \$Nil).

**12. Contingent Liabilities**

There are no contingent liabilities at balance date (2016: \$Nil).

**13. Bank Securities and Guarantees**

There was no overdraft as at balance date (2016: \$Nil).

**14. Inventory Commitments**

No inventories are specifically and separately pledged as security for liabilities. Some inventories are subject to retention of title clauses.

**15. Principal Activity**

The principal activity of the business is Charitable Trust for Environmental Education.

**16. Revenue Recognition**

Income is recognised when invoiced, or receipted, except where income is received in advance. Income in Advance is stated as a current liability where the funds have not yet been expended, according to the authorised purpose, and those funds would be required to be repaid to the funder.

**17. Income Tax Exemption**

Section CW41 & 42 of the Income Tax Act 2007 exempt income tax, on an organisation registered with the Charities Commission, and applying income to its charitable purposes. The Trust has Income Tax Exemption and Charitable status through its registration with the Charities Commission on 27 January 2009 [CC37179].

**18. Plant & Equipment**

## Total Plant &amp; Equipment

Cost	\$122,225	
Opening Value	\$40,383	
Purchases	\$15,119	
Depreciation	\$7,026	
Closing Value	\$48,476	

**19. Leasehold Improvements**

## Total Leasehold Improvements

Cost	\$20,176	
Opening Value	\$0	
Purchases	\$20,176	
Depreciation	\$1,037	
Closing Value	\$19,139	



## INDEPENDENT AUDITOR'S REPORT

To TRUSTEES of the PROJECT LITEFOOT TRUST for the year ended 31 March 2017

### Report on the Financial Statements

#### Opinion

We have audited the financial statements contained in the performance report of PROJECT LITEFOOT TRUST on pages 7 to 13, which comprise the statement of financial position as at 31 March 2017, the statement of financial performance, statement of cash flows for the year ended, the statement of accounting policies and other explanatory information.

In our opinion, the financial statements on pages 7 to 13 present fairly the financial position of PROJECT LITEFOOT TRUST as at 31 March 2017 and its financial performance and cash flows for the year ended on that date in accordance with the requirements of Public Benefit Entity Simple Format Reporting – [PBE-SFR-A] (Not-For-Profit) [NFP] Accrual issued in New Zealand (NZ) by the NZ Accounting Standards Board relevant to reporting financial position, financial performance and cash flows.

#### Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (NZ ISAs). Our responsibilities under those standards are further described below in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organisation in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have

no other relationship with, or interests in, PROJECT LITEFOOT TRUST.

#### Restriction on responsibility

This report is made solely to the trustees, as the governance, in accordance with section 42F of the Charities Act 2005, and the entity's constitutional requirements. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### Other Information

The governance board is responsible for the other information being the entity information and statement of service performance. No assurances on the other information are engaged by us.

Our audit opinion on the financial statements does not cover any assurance of the other information.

#### Governance Board Responsibility for the Financial Statements

The governance board is responsible for determining that the PBE-SFR-A NFP framework is acceptable in the entity's circumstances, for the preparation of financial statements, and for such internal control as the governance board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, the trust board is responsible for assessing the organisation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

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

We are also required to apply the explanatory guide EG Au 1 & 9.

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

- ☐ identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ☐ obtain an understanding of internal

control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

- ☐ conclude on the appropriateness of the use of the going concern basis of accounting by the board. Based on the audit evidence obtained, no material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, and no assurances are provided for any future events or conditions which may cause the entity to cease to continue as a going concern.
- ☐ evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by governance.

We communicate with the board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Integrity Audit**  
Chartered Accountants  
East Tamaki, Auckland  
24 July 2017

ASB BANK

3075

08 DEC 2016

35 Foreign Exchange  
Parnell Branch

**ASB**

Customer Details

Account Number: 12-3260-0012095-00

Name: PROJECT LITEFOOT TRUST

Address: PO BOX 37879  
PARNELL  
AUCKLAND 1151

Date Printed: 08 Dec 2016

## **Application form :**

The Bulls District and Community Trust

New river access sign



## Community Initiatives Fund Application Form 2017/18

### PLEASE NOTE

Applications close 12.00 pm (noon), Thursday 17 May 2018. The respective Community Committees/Boards will meet early-mid June 2018 to consider applications.

### PURPOSE

The purpose of the Community Initiatives Fund is to support community based projects in the Rangitikei District that help to develop community cohesion and community resilience.

The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities in one of the following areas:

- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.

Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.

Please complete this application form in conjunction with the associated notes.

**CLOSING DATE FOR APPLICATIONS: 12.00 pm (noon) Thursday 17 May 2018. Late applications will NOT be considered.**

**All sponsorship applications are copied into the relevant Community Committee/Board Order Papers and are therefore available to the general public.**

### SEND YOUR APPLICATION TO:

Postal address: Grants Administrator, Rangitikei District Council,  
Private Bag 1102, Marton 4741

Hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Town Hall, Hautapu Street, Taihape

Email: [info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

## Applicant eligibility criteria:

Applicant must be able to meet all the criteria stipulated in the guidelines.

Applicant/organisation must be:

- Incorporated Society (certificate or documentation of proof must be supplied);
- Trust or Association (please supply documentation);
- Unincorporated community group
- Umbrella organisation with local branches.

It is expected that the 'umbrella organisation' will have an interest in the project for which funding is being sought.

Council is unable to issue funds directly to individual recipients.

### Hints and tips:

Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.

When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.

The details in this section allow us to understand the objectives of your organisation and the affiliations you have.

If your group is an incorporated society, your constitution will have broad aims for the group listed.

Tell us about your activities, the other groups you work with and how you promote your end objectives.

## 1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of

Organisation: Bulls River Users Group c/- Bulls and District Community Trust

Street address: c/- Bulls Information Centre

Postal address: 113 Bridge Street

Bulls Post Code: 4818

Contact 1 Name Jan Harris

Telephone (day) 0211745951

Email: bulls.community@xtra.co.nz

Contact 2 Name Brian Scadden

Telephone (day): 3221620

Email: brian.44@slingshot.co.nz

### Legal Status (see Applicant eligibility criteria)

IS YOUR ORGANISATION ACTING AS  
AN UMBRELLA ORGANISATION?



Yes



No

IS YOUR ORGANISATION GST  
REGISTERED?



Yes



No

If so, please provide  
your GST Number:

Bank account:

## 2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

The Bulls River Users Group is a made up of a group of Bulls Volunteers, representative from RDC, Ngati Apa, Ngati Roukawa, Horizons and Rangitikei Environment reps. Together we continue upgrading the Picnic Area and maintaining the new planting done in September 2017. We have been very fortunate to get a wide variety of assistance from Bulls businesses that has been extremely beneficial

## Project eligibility criteria

All projects eligible for funding must:

- \* Take place within Rangitikei;
- \* Demonstrate consideration of how they see their proposal would benefit the community
- \* Provide 3 targets that will be used to monitor the outcome of the project
- \* Provide a realistic and balanced budget;
- \* Be able to contribute a significant proportion to the cost of the project (see Section 4).

### Please note:

- \* Applicants cannot have been financially supported by the ratepayers of the Rangitikei District Council through some other means for the same project in the same financial year, i.e. through the Event Sponsorship Scheme, Community Boards/Committees, Annual Plan etc.;
- \* Applicants cannot apply for funding from the Community Initiatives Fund more than once in any financial year;
- \* Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- \* If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

## 3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? New Signage for the River Access:

3.2 When will it take place? As soon as funding has been confirmed.

3.3 Where will it take place? Bulls river Access

3.4 What type of project are you planning?

☒ Ongoing activity, or

☐ New initiative

Please tick the **ONE** box that **best** describes your project. (See *Community Initiatives Fund Purpose definitions*)

☒ Community service and support, or

☒ Leisure promotion, or

☒ Heritage and environment

3.5 Describe your project in full:

*Attach additional sheets if you need to.*

Anthol Sanson is going to get the UCOL students developing the landscaping plan for Funnell Reserve to come with a sign marking access to the River. Currently the sign points to Bullock Gravel yard. Shane from Bullocks would love new signage people end up the river not his yard which is dangerous as heavy machinery is working continuously. Many are tourists who have trouble conveying where they would like to be. The area is promoted through the Information Centre as a Freedom Camping site and residents of Bulls use it as part of their fitness regime and also for their dogs to have a good run. Since the area has been upgraded (started 2016) the number of users has increased. It is one of your first sights as you come over the Bulls bridge. The continued upgrade, now

3.6 How will the project enhance community health and wellbeing?  
(Please select at least two of the following if relevant)

☐ Smoke-free

☐ Sugar-sweetened-beverage-free

☐ Water only

☐ Healthy food options:

(Please select one) Some / Mostly / Only healthy options

☐ Alcohol safety / harm minimisation

Council is working with Healthy Families Whanganui/Rangitikei/Ruapehu to build healthier communities. Your support is appreciated.

  
Whanganui Rangitikei Ruapehu  
He oranga whānau

## Accountability Reports

Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is later.

For all projects this will include reporting against the three targets that you have identified as indicating success.

Council will also seek your feedback on what worked well for your project and what could be improved.

### Promoting Rangitikei District Council's support:

The support of the Rangitikei District Council must be acknowledged on all publicity material. Logos may be obtained from the Council Administrator. You will need to show how you have done this in the accountability report.

### Hints and tips:

Describe your project in full.

In this section we want to know about the complete project, not just the portion you are seeking funding for.

Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.

Be sure to fully describe your target group or those who will benefit from your activity.

Relate your project back to the category under which you applied. If you ticked Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project.

3.6 Who will benefit from your project? \_\_\_\_\_

Residents, tourists, To Araroa Trail walkers and visitors from neighbouring regions all use the area. The upgrade started in 2016 continues to attract visitors and been achieved by the goodwill of Bulls businesses and volunteers who continue to invest time into the project.

3.7 How will the people who will benefit from your project know that it is happening? The Bull-it-inn has regular updates regarding the w

the is being carried out down at the area. With Corrections a much admired part of the team many have commented on the good work they have done. The Whanganui Chronicle featured the good work that corrections have done and council will update the Rangitikei Environment Group through the environmental publication.

3.8 How will you acknowledge the funding provided by Rangitikei District Council? (See *Promoting Rangitikei District Council's support*)

The new sign will have the logos of all partners that assist with the project.

3.9 Nominate 3 targets that will demonstrate the success of your project and the benefit to the Rangitikei District. *Please refer to the funding guide as the targets set here will form the basis of your reporting back to Council when the project is completed.*

Target 1: The environment provides great learning opportunities for the group but also corrections staff member Sarah has people asking to work on this particular project and the learnings around horticultural management has seen increased self esteem and skills transferrable to other areas of

Target 2: Confirm the usage - count traffic flow at 2 different times of the year which highlights that if our environment is well nurtured there is greater usage and more positive feedback and shared learning opportunities for Bulls residents to be involved in the continuation of this project.

Target 3: The current sign does promote the area or the district well, new signage will compliment what is already on Council and Horizons Websites promoting the Bulls Swimming hole and the area as a freedom camping site. Increase the number of residents who use the River Walk as a way to maintain positive health outcomes.

An organisation may receive a grant for a project in one or more successive years, but must apply annually. All profits from the projects must be held over towards funding the next project.

Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

## Ineligible costs

- \* Facility development or funding for capital works (i.e. the cost of buildings or items necessary to operate the facility);
- \* Grants to individuals;
- \* Purchase or long-term lease of equipment or facilities;
- \* Food and beverage costs;
- \* Retrospective project costs;
- \* Costs of bonds or making good any damage done to venues that are hired;

If no quotes are supplied your application will be ineligible.

General overheads such as power costs, administration costs etc. must be based on proven figures from previous year's accounts.

**4. FINANCIAL INFORMATION** (See *Funding Guide*) please provide all costs and all sources of income for the project you are planning. Attach additional sheets if necessary

Outline how much the project will cost to put on:

Item	Amount	
Signage size yet to be determined.	\$	530.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$	530.00

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	
Cash in hand towards project	\$	
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	<b>\$</b>	<b>0.00</b>

from Rangitikei District Council: \$530.00



Please provide a pre-printed bank account deposit slip (or a statement header) for payment should your application be successful.

Please attach your group's latest audited annual accounts. Any organisation that has given away or donated money to other organisations will not be granted Council funding. Recurring events also need to provide a balance sheet.

Quotes must be provided for all goods and services. For services such as power where it is not possible to get a quote, an estimate based on proven figures from previous years must be provided.

#### HAVE YOU ATTENDED TO ALL OF THE FOLLOWING?

Tick as appropriate

<input type="checkbox"/>	Answered all of the questions?
<input type="checkbox"/>	Does your financial information add up? <b>Please check!</b>
<input type="checkbox"/>	Provided daytime phone numbers?
<input type="checkbox"/>	Provided full details of your event and included extra pages as appropriate?
<input type="checkbox"/>	Provide quotes for all appropriate items?
<input type="checkbox"/>	Provided a pre-printed deposit slip or statement header?
<input type="checkbox"/>	Provided your latest annual accounts?

All applications that do not have the full and complete documentation (including quotes) cannot be considered by the Committee.

Council staff will check all applications to ensure they meet the criteria included in this application form and are complete. Council staff will contact you for further information if necessary.

#### 4.3 Has your group received funding from the Rangitikei District Council in the last 5 years? If yes, please list all grants made below.

Event/Project/Activity	Amount	
Creative Communities 16	\$	2000.00
Creative Communities 17	\$	1500
Community Initiatives	\$	345.00
Creative Communities 18	\$	1700.00
Event sponsorship	\$	525.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

#### 4.4 Please name two referees for your organisation and your project

Name: Kim Gordon, Principal Bulls School

Telephone (day): 063221658


Name: Shane Bardell, Bullocks Gravel and Concrete Bulls

Telephone (day): 063221384

#### 5. DECLARATION

☐ I declare that the information supplied here is correct.

Name: Jan Harris

Signature: 

Position in organisation: Community Development Manager

Date: 28th May 2015

☒ Please tick here if you would like to speak with the Committee about your project. The Committees will meet early-mid June 2018. The Grants Administrator will contact you with more details.



28 May 2018

Bulls & District Community Trust  
113 Bridge Street  
Bulls, 4818

## QUOTE

long term laminated ACM signage

2440x1220x4mm - \$530+gst

1800x1220x4mm - \$460+gst

1220x1220x4mm - \$350+gst

( Exact size of sign TBC)

*Please don't hesitate to contact us if you have any questions*

Nick Beauchamp  
Owner/Director

A handwritten signature in blue ink, appearing to be 'Nick Beauchamp', written over the printed name and title.

142 Kimbolton Road, Feilding 4702

T 06 323 2308 F 06 323 2307 M 027 289 2308

E bsm@beauchamp.co.nz W www.bsm.co.nz



09 May 2018  
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Page 1 of 1

## Popular Bulls picnic spot transformed

By Lin Ferguson  
[lin.ferguson@wanganuichronicle.co.nz](mailto:lin.ferguson@wanganuichronicle.co.nz)

Bulls community information co-ordinator Jan Harris is thrilled on the community's behalf that a popular local picnic spot has been given a new lease of life.

On the banks of the Rangitikei River at the entrance of Bulls the area has been transformed by community offenders.

Corrections district manager Hati Kaiwai said community work offenders complete projects like this with the intention

of motivating them to make changes in their lives.

"They find positive ways to give back to their communities.

This work also gives offenders

an opportunity to take responsibility for their offending, while also learning new skills and work habits."

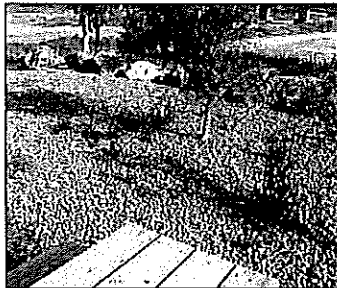
"In 2017 offenders managed by Feilding Community Corrections completed more than 16,100 hours of community work on projects like the one at Bulls."

Harris said the community was very happy and the boys had worked so hard.

"It just looks amazing and we are all so very grateful."

**"It just looks amazing and we are all so very grateful."**

Community information co-ordinator Jan Harris



Corrections teams spruced up this Rangitikei River picnic spot at Bulls.

PHOTO/LIN FERGUSON



# Attachment 3

# MEMORANDUM

TO: Bulls Community Committee

FROM: Nardia Gower, Governance Administrator

DATE: 28 May 2018

SUBJECT: **Small Projects Grant Scheme Update – June 2018**

FILE: 3-CC-1-1

---

## **1 Allocation**

- 1.1 The amount of the 2017-2018 Small Projects Grant Scheme for Bulls Ward is \$1,254.00.
- 1.2 The allocation of the Small Projects Grant Scheme is for the period 1 July to 30 June each year. At its meeting on 29 February 2016, Council resolved to allow carry-forward from one financial year to the next of up to 100% of the annual allocation for any Committee's Small Projects Grant Fund, with the proviso that this be a specific resolution of the Committee.
- 1.3 At its last meeting for the 2016-2017 year the Committee resolved to carry-over the balance of the Scheme; the remaining balance was \$1,349.53.00 which includes \$919 for beanbags and banners. This gives a total allocation for the 2017-2018 year of \$2,603.53.

## **2 Breakdown**

- 2.1 For the 2017/2018 year the following amounts have been earmarked by the Committee (but unspent):
- \$300 for paint and potting from Resene and Mitre 10 for a town centre working bee.
- 2.2 For the 2017/2018 year the following amounts have been spent by the Committee:
- \$200 to the Bulls District Historical Society towards repairs of the ferry at Scotts Ferry – Paid 19 December 2017

## **3 Remaining Budget**

- This leaves a remaining budget for the 2017-2018 financial year of \$2,103.53.

### **Recommendations:**

- 3.1 That the memorandum 'Small Projects Grant Scheme Update – June 2018' be received.
- 3.2 That the Bulls Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.

Nardia Gower, Governance Administrator

# Attachment 4

# STRATEGIC PERFORMANCE FRAMEWORK MOU ORGANISATIONS

## Partnering Organisation: Bulls & District Community Trust

Period under review: Work Plan 2018 to 2019

Group of Activities: Community Well-being

- Attracting people to the Rangitikei to live (or to stay living here)
- Contribution to community outcomes: A buoyant District economy, Enjoying life in the Rangitikei

Activity: Economic development and District Promotion

Council's intended Level of Service is to:	Contract with local organisations to develop and deliver events, activities and projects to enliven the towns and District.
Action	Cumulative progress for the Year
1. Lead, facilitate and promote the A-Bull branding themes to businesses and community group stakeholders within the Bulls Ward.	
2. Integrate the Bulls Brand (Town Logo) into event, information and promotional material that are being led by the BDCT.	
3. Publish the Bull-it-inn and deliver to household in town and to RD1 Bulls residents.	
4. Continue to work partnering agencies to promote events and develop strategies to build profile of the Bulls in Bulls and the A-Bull brands.	

5. Organise the 2019 Free Family Summer Concert.	
6. Work with Council, MOU agencies to development 4 months of fun in the Rangitikei.	
7. Encourage Bulls residents to support local business.	
6. Support Bulls Township Placemaking initiatives.	
7. Participate in Enjoying Life in the Rangitikei group, and support the Buoyant District Economy theme group.	
8. Update Bulls Resident and Business packs.	
9. Continue the Connect-a-bull game partnering with Manawatu Support and Community Patrol, BCC and community groups. Neighbourhood Fun Day-Domain March 25.	
10. Bulls River User's Group-continue with the planned works over the next 12 months.	

Council's intended Level of Service is to:	Contract with local organisations to provide a range of information, such as: * Up-to-date calendar of events, and * Community newsletters
Action	Cumulative progress for the Year
1. Continue to publish and deliver the Bull-it-inn to 1300 locals and surrounding communities 11 months with the assistance of volunteers.	
2. Provide ongoing weekly engagement on Facebook, increase likes from 1850 and build up new Instagram Page.	
3. Refresh website regularly that reflects our changing landscapes and events.	
4. Ensure that Bulls-based events and activities are included on Rangitkei.com CoE, as well as Eventfinder.	
5. Continue to develop large networks throughout Bulls ensuring that all information is shared.	
6. Create a welcome to Bulls pack containing the calendar of events and community newsletters.	
Council's intended Level of Service is to:	Contract with local organisations to provide a website that is a gateway to the District, with links through to more local web pages, and social media opportunities.
Action	Cumulative progress for this period
1. Further develop online connections/collaboration with local businesses, as well as other towns in the district.	

2. Stronger links between Bulls NZ and Rangitikei website.	
3. Continue to respond enthusiastically to requests for information regarding business investment in Bulls and the Rangitikei – website/facebook/bull-it-inn promotions.	
4. Update to data of all businesses in Bulls. Experience Local Campaign which actively promotes local business and or the products/services they provide.	
5. Support Bulls businesses and promote their events/initiatives to strengthen local support for retailers.	
6. Encourage visitors and promote Bulls as a Destination Town	

Council's intended Level of Service is to:	Develop high trust contracts with agencies in each of the three main towns to undertake community development
Action	Cumulative progress for this period
1. Develop a greater understanding/awareness of the needs of Samoan community, there events and celebrations.	
2. Develop greater levels of support during off season and establish help through Council/MOU agencies.	
3. Support and promote activities and projects of local clubs and organisations to	

ensure wellbeing needs are met/attended to within the community.	
4. Update community groups and organisations database regularly	
5. Participate in monthly Southern Rangitikei Health Networking Group.	



# Attachment 5

COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2017/18				Feb-18
Major programmes of work outlined in the LTP/Annual Plan 2017/18				
Parks and Open Spaces	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Funnell Reserve development – Gateway to Bulls	Looking at options for this project	Some discussions held with the local community and the BCC. Quotes received	Contract awarded to McIlwaine Building solutions for \$20,300. UCOL to design a concept plan for the design of this park in conjunction with the RDC.	Installation of the bollards and shell rock/top course along Bridge Street river access. Trees to be pruned off SH1 and cycleway/footpath. To be completed by June
Achieve wastewater run-off compliance at Dudding Lake	Scope of fencing confirmed	Discussion with fencing contactor to deer fence the effluent field. Fencer confirmed for summer 2017/2018.	Fencer has commenced work on site. Investigation into historic subsoil drains complete HRC notified of outcome. Full compliance received from HRC.	Fencing, spraying and planting to be completed. Update management plan as per HRC compliance report.
Parks Upgrade Partnership- \$50,000 available		\$3400 has been granted to Taihape Showjumping Group for upgrading horse yards at Memorial Park, Taihape.	No new applications. \$46,600 still available.	
Parks and Reserves: carry forward projects from 2016/17				
Parks Upgrade Partnership Fund: BBQ & seating, Wilson Park (proposal from Marton Community Committee) \$6,000 Friends of Mt Stewart – Lookout \$14,226.00 RDC - Drinking Fountains - \$9,343.57	Building consent issued for lookout tower. Friends of Mt Stewart - lookout tower: no further progress will be made until ground conditions dry out. External funding of \$15,343.71 has been received by RDC meaning (with Council's contribution) that three fountains can be purchased.	Three drinking water fountains have been purchased (for Centennial Park, Marton, Bulls Domain, and Memorial Park, Taihape) and initial discussions held re installation. MCC has confirmed they no longer require the \$6000 towards a BBQ and seating for Sir James Wilson Park. The Mt Stewart lookout tower was completed and an opening ceremony held on 21 December. Water fountains have been installed at Centennial Park (Marton), Memorial Park (Taihape) and Bulls Domain.	These carry-forward projects from 2016/17 are now complete.	
Community Buildings	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Commence construction of the exterior of the multi-purpose facility in Bulls	Draft preliminary estimate has been received for the new multi-purpose facility in Bulls. Value Management workshop was held to identify areas where costs could be reduced e.g. substitution of materials. Consultation on the altered funding model and the sale of surplus property conducted as part of the 2017/18 Annual Plan process. Council confirmed its decision to commission detailed drawings and specifications.	\$200,000 received from JBS Dudding Trust. Funding applications to Lotteries Community Facilities Fund, and the Toursim Infrastructure Fund were unsuccessful. Work on detailed drawings and specifications has been completed (including a modification to the top floor to provide for additional meeting space and a separate youth zone, together with some enhanced strengthening) and revised costings completed by the quantity surveyors. An expression of interest to the Whanganui Community Foundation has been submitted. Arrangements are being finalised for the 'makeover house' on one of the sections in the Walton Street block which Council owns and will be selling.	The final design and detailed specifications are expected at the end of April. Tenders will be called for in May.	A further application may be submitted to the Toursim Infrastructure Fund later in the year.

Secure a new contract for the cleaning of Council properties	Council resolved to seek tenders for several geographically defined contracts allowing tenders to cover one, some or all of the contracts, with the new contract/s to start from 1 November 2017, to include the proposed Mangaweka village and Papakai Park toilet facilities, to be inclusive of all cleaning and stock consumables, and to be for a two year period, and that, simultaneously with seeking tenders, staff investigate the implications of bringing the cleaning service in-house.	Council has resolved that an in-house cleaning service for council properties, district-wide, will be implemented, effective 1 November 2017. Materials and consumables have been sourced. Health & Safety briefing has been planned for transferring staff, and appropriate consumable guides and wall charts have been prepared for each council site. In-house team commenced.	This item is now complete.	
<b>Community Housing</b>	<b>Design/ Scoping</b>	<b>Progress to date</b>	<b>Progress for this period</b>	<b>Planned for the next two months</b>
Continue the upgrade programme for Council's community housing (unless the ownership and control is transferred to another organisation)	Inspections will be carried out using the Housing Warrant of Fitness Assessment Checklist and Manual as prepared by the Otago Medical School.	Council resolved, at their November meeting, that the management / ownership of community housing remain in-house for the time-being. Council also resolved that it investigates a rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals, and also implements an integrated approach to the delivery of an effective and efficient capital renewal programme including ways to improve the warmth and energy efficiency, and reconfigure and improve the functionality, including sale and purchase, and re-builds and new builds. Housing inspections were carried out in Bulls, Ratana, and Cuba and Russell Streets in Marton. Ceiling insulation was installed at the Cobber Kain units.	Bulls, Ratana and Russell Street, Marton and Matua and Weka Street (Taihape) units have had yearly inspections.	Wellington Road and Cobber Kain (Marton) will be inspected over next two months, inspections had to be delayed in March. Work plan will be prioritised once completed.
<b>Property</b>	<b>Design/ Scoping</b>	<b>Progress to date</b>	<b>Progress for this period</b>	<b>Planned for the next two months</b>
Proceed with intended disposal of surplus sites in Bulls to help fund the new multi-purpose facility, taking into account concerns expressed during submission on Haylock Park	Investigate saleability of Council-owned surplus sites and include in Consultation Document for the 2017/18 Annual Plan	High-level consideration of Council involvement in subdivision rather than outright sale of the larger surplus properties. Detailed scrutiny of the circumstances behind the acquisition of the Walton Street site, Haylock Park and the Criterion Street carpark behind the Medical Centre (with particular regard to offer back requirements). Clarification sought from Heritage New Zealand on how the heritage covenant on the Wilis Redoubt could impact on other parts of the Walton Street site. At its January meeting, Council endorsed the formal agreement for the sale of the parking lot behind the medical centre to the Bulls Medical Centre Ltd. Settlement to be completed as soon as the new Certificate of Title is available. Staff held on-site meeting at Haylock Park to determine district plan and utilities requirements for proposed subdivision.	Working on obtaining easements for sites containing Council infrastructure.	Confirmation of disposal process for Walton Street and Haylock Park sites.
<b>Public Toilets</b>	<b>Design/ Scoping</b>	<b>Progress to date</b>	<b>Progress for this period</b>	<b>Planned for the next two months</b>

Install public toilets in Mangaweka Village and, if there is sufficient external funding, investigate additional toilets in Papakai Reserve (Taihape), Toe Toe Road, the River Bank at Bulls, Bruce Reserve in Hunterville, Ratana, and Simpsons Bush north of Hunterville	Funding confirmation has been received from Regional Mid-Sized Tourism Facilities Grant Fund for toilets at Mangaweka village, Papakai Reserve, and Bruce Reserve.	Quotations for pre-built structures were sought from three suppliers as per Council's procurement policy. On-site visits have been held with the preferred supplier. Awaiting confirmed quotations. Further on-site meeting to be held at Bruce Park with supplier and DoC. Application was made to MBIE for an extension to timeframe. Bruce Park unit was ordered.	Planning resource consent requirements for proposed Mangaweka site are continuing to be worked through. Papakai Reserve Unit was installed.	Secure resource consent for Mangaweka Village toilet. Bruce Park toilet will be installed in May.	
<b>ROADING AND FOOTPATHS GROUP OF ACTIVITIES 2017/18</b>					<b>Feb-18</b>
<b>Major programmes of work outlined in the LTP/Annual Plan 2017/18</b>					
<b>Pavement Rehabilitation</b>	<b>Route Position Length</b>	<b>Status</b>	<b>Start date</b>	<b>Completion date</b>	<b>Planned for the next two months</b>
Rehabilitation of 6.52 km of existing sealed roads subject to Project Feasibility Reports to determine validity for progressing to the design and construction phase.					
Bulls: Parewanui Road,	RP. 5820-7780; 1960m	Project deferred until 18/19 year			
Bulls: Parewanui Road,	RP. 9720-9920; rescheduled as seal widening for forestry traffic	Project deferred until 18/19 year			
Bulls: Parewanui/Ferry Roads intersection,		This project now completed	Mar-18	Mar-18	Completed.
<b>Sealed Road Resurfacing (over 200m)</b>	<b>Route Position Length</b>	<b>Status</b>	<b>Start date</b>	<b>Completion date</b>	<b>Planned for the next two months</b>
Sealed road resurfacing of 60.9 km (over 200 metres). This list is indicative and subject to alteration when and where reprioritised sites and conflicts with external activities are identified.					
Bulls Duncan Road	RP. 3 - 1162 - 1159m				Re seal programme commenced December 11.
Bulls Ferry Road	RP. 28 - 510 - 482m				Reseal programme for the 17/18 completed -Refer attached document to identify sections sealed.
Bulls High Street	RP. 1360 - 1392 - 32m (AC)				
Bulls Knottingly Road	RP. 3 - 832 - 829m				
Bulls Parewanui Road	RP. 1575 - 2978 - 1403m				
Bulls Santoft Road	RP. 3695 - 6030 2335m				
<b>Capex report 2017/18</b>	<b>cumulative to 30/09/2017</b>	<b>cumulative to 31/12/2017</b>	<b>cumulative to 30/3/2018</b>	<b>cumulative to 30/6/2018</b>	<b>Budget</b>
Sealed road surfacing:	\$507	266,097	1,403,180		1,789,375
Drainage Renewals	10,687	109,571	261,005		352,425
Pavement rehabilitation	214,863	422,073	1,332,468		1,688,679
Structures component replacement	175	45,322	168,630		189,163
Traffic services renewal	176,516	189,514	208,823		224,950
Associated improvements	This category has been deleted				
Unsealed road metalling	159,916	223,395	257,189		460,125
<b>TOTAL</b>	<b>562,664 (12%)</b>	<b>1,255,972 (27%)</b>	<b>3,631,295 (77%)</b>		<b>4,704,717</b>
Streetlight renewals	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Planned for the next two months F74:F88
LED replacements – accelerate the replacement of high pressure sodium in pedestrian category lighting areas[1] so that the programme of replacing all 1098 streetlights not yet replaced by LEDs is complete before December 2018 [1] This category includes all the District's local urban roads except for some high use routes n Marton. State highways are outside the scope of this programme.	There are approximately 100 LED's left to be replaced most of these in Taihape, these should be completed by February.				As there was savings on the purchase for stage 2 LED's there will be a surplus of funds which will be used to start stage 3 which are the higher use roads in Marton. Lighting designs for stage 3 have been completed. All funds at the advanced FAR will be spent this year.
New Footpaths	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Contactor
Bulls Dalziel Street	site under investigation and design.	Removed from programme			Removed from programme in order to tie wi
Minor safety improvements	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Planned for the next two months
Bulls: Parewanui Road – seal widening – location subject to Safety Study					Complete analysis of the Safety study report which involves draft designs (Options) ongoing.
<b>Other major programmes of work carried out during 2017/18</b>					

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Planned for the next two months
Investigate and report on					
* installing a new pedestrian crossing on Wellington Road (Marton) between Hereford and Morris Streets and on Bridge Street (Bulls) between the Burger bar and the Information Centre;					(1) Not physically possible to construct crossing at this location. (2) Awaiting decision from NZTA re Bulls and the potential upgrade of the intersection with SH's 1 & 2 is part of a strategic plan NZTA have named 'Accessing Central New Zealand'
* placing hot mix on the remainder of the roadway in the Bulls Domain.	Plan to carry out this work during the summer				The general car park area, the current surfacing is in good condition. There is a metaled area to the right just inside the entrance way which is an acceptable state.
Carry forward programmes from 2016/17					
Turakina Valley Road repairs following storm event in June 2015					Construction of James Road project has commenced and almost complete.
Other areas of network following storm event in June 2015					Some remedial work being carried out on Mount Curl
Repairs to damage from Debbie event April 2017					Most sites have been designed and repairs to the sites currently underway
Repairs for damage to network arising from July 13/14 event.					Considerable damage was caused to the network as a result of this event. Most designs completed and work to address the respective sites has commenced.

## RUBBISH AND RECYCLING GROUP OF ACTIVITIES 2017/18

Apr-18

Major programmes of work outlined in the LTP/Annual Plan 2017/18			
What are they:	Targets	Progress to date	Work planned for next three months
Review the Waste Management and Minimisation Plan	This must be complete by 30 June 2018: Waste Management Act, section 50. Consultation will coincide with that undertaken for the 2018-28 Long Term Plan. The waste assessment (prescribed under section 51 of the WMA) must be complete before that review starts. Ideally, this work entails an analysis of all waste streams. However, as all kerb-side collection of waste in the District is done by private contractors, access to information about the characteristics of this waste is unlikely. This means the analysis is confirmed to waste taken to the waste transfer stations. Budget Waste takes its waste direct to the landfill.	Draft WMMP out for consultation	Draft WMMP 2018 out for consultation in association with LTP. One submission received thus far.
Waste minimisation	Waste Education NZ visits.	Marton School, Mangaweka and Mataroa schools	Participation is optional
	Horizons Enviroschools programme.	Kumara cluster workshop	Participation in programme - optional

### Other projects

What they are:	Targets:	Progress to Date	Work planned for next three months
WMMP 2017	Prepare Draft for Consultation	Draft WMMP out for consultation	Consultation on draft WMMP 2018

## SEWERAGE AND THE TREATMENT AND DISPOSAL OF SEWAGE GROUP OF ACTIVITIES 2017/18

Apr-18

Major programmes of work outlined in the LTP/Annual Plan 2017/18				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete

Bulls: reticulation renewal – Bulls Domain (\$20,000).	Scope to be confirmed			
Continue review of trade waste agreements. This was noted in the LTP specifically for Midwest Disposals	Dependent on Consent renewal - consent lodged 2015.			
Other major programmes of work carried forward from 2016/17				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Bulls wastewater treatment plant upgrade in terms of the new consent requirements.	Holding consent applied for, waiting on Horizons response.			
WATER SUPPLY GROUP OF ACTIVITIES 2017/18			Apr-18	
Major programmes of work outlined in the LTP/Annual Plan 2017/18				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Bulls: reticulation renewals (\$538,000).	Scope to be confirmed	Stage 1 of Bulls water Strategy completed by GHD. Meeting required with NZTA to understand timeframes		
Bulls: physical works to replace one of the two Trickers Hill reservoirs and seismic strengthening work (\$933,000)	New reservoir at Trickers, seismic strengthening of Concrete building and filter at Bridge St (est. \$100-\$200k) and possible strengthening of mushroom at Bulls. New reservoir to be minimum 900m³, preferably 1200m³, with new access track on legal title. Seismic assessment of mushroom indicates \$300-\$400k of strengthening work required. Money available will depend on cost of new reservoir and a requirement for the mushroom to remain as a feature of Bulls. Annual Plan budget - renewals to reservoirs and lift pumps (\$757,000 for seismic strengthening). Physical works (\$933k) deferred to 17/18 as part of revised 16/17 budget allocation	(1) Investigation underway, in discussions with landowner for reservoir, Access and easements required. Road design underway, Seismic analysis will be handled as part of larger contract. Lift pump options being investigated. (2) looking at alternative options / sites for a reservoir in Bulls. (3) Seismic strengthening of Bulls Mushroom no longer required.		
Major projects Carry-forwards 2015/16				
Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Bulls: Design and construction of new reservoir as a result of seismic assessment (\$633k)	New reservoir at Trickers, seismic strengthening of Concrete building and filter at Bridge St (est. \$100-\$200k) and possible strengthening of mushroom at Bulls. New reservoir to be minimum 900m³, preferably 1200m³, with new access track on legal title. Seismic assessment of mushroom indicates \$300-\$400k of strengthening work required. Money available will depend on cost of new reservoir and a requirement for the mushroom to remain as a feature of Bulls. Annual Plan budget - renewals to reservoirs and lift pumps (\$757,000 for seismic strengthening). Physical works (\$933k) deferred to 17/18 as part of revised 16/17 budget allocation	(1) Investigation underway, in discussions with landowner for reservoir, Access and easements required. Road design underway, Seismic analysis will be handled as part of larger contract. Lift pump options being investigated. (2) looking at alternative options / sites for a reservoir in Bulls. (3) Seismic strengthening of Bulls Mushroom no longer required.		