



**Rangitikei**  
UNSPOILT...

**Rangitikei District Council**

Telephone: 06 327-0099

Facsimile: 06 327-6970

## **Community Initiative Fund**

# **Applications**

**Finance/Performance Committee  
Thursday, 30 November 2017,  
9.30 am**

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

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

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

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Note: these applications are also available online:

<https://www.rangitikei.govt.nz/council/meetings/committee/finance-performance-committee>



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# Playcentre

Whānau tupu ngātahi - Families growing together



Grants Administrator

Rangitikei District Council

Private Bag 1102,

Marton 4741

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01 NOV 2017

To: CR

File: 3-af-8-1

Doc: 12 0907

19th October 2017

Dear Members of the Board,

On behalf of Taihape Playcentre, I present an application towards helping us upgrade our children's outdoor play area.

#### About Playcentre:

Playcentre is a national Early Childhood Education organisation unique to New Zealand that had its origin in Wellington during the 1940s. Playcentre philosophy revolves around the appreciation of importance of parental involvement in their children's early education and the necessity of warm constant relationships that encourage learning and development. As well as adult directed learning, Playcentre also allows for child initiated play where children have the freedom to direct their own learning, and on providing formal and informal learning opportunities and support networks for parents.

#### About Taihape Playcentre:

Taihape Playcentre has been operating since 1950 and is a whanau/family cooperative, where those involved share the responsibilities of the management and running of the centre. The centre is a fully licensed and chartered Early Childhood Centre that operates under the umbrella of Central Districts Playcentre Association which has 19 centres under its

jurisdiction. We work with a maximum of 25 children per session aged between 0 and 6 and currently have 28 children and their families involved with the centre.

What we seek your partnership with:

We have a large outdoor space for families attending the centre to explore learn and play in. It contains grassy areas, a swing set and some other small play items. It is however, dated, in a state of disrepair that is causing safety concerns and not particularly interesting or challenging for the range of children who attend the centre. Our vision is to upgrade this into a varied natural play space incorporating a sandpit, swings, gardens and grassy areas. We anticipate this will be a nucleus of exploration, learning and excitement for children who attend the centre for many years to come, and will attract more families to the centre, whom in turn, will benefit from the supportive, positive nurturing environment Playcentre is proud to offer.

In support of this application I include the following documents:

1. Accounts.
2. Project Description
3. Quotes
4. Bank deposit slip

Thank you very much for the opportunity to apply for funding. We sincerely hope that you find yourselves in the position to support us.

If there are any questions in regards to this application, please contact me on 02108301031.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'L. Gribbon'.

Lindsey Gribbon,

Treasurer, Taihape Playcentre



Rangitikei District Council

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## Community Initiatives Fund Application Form 2017/18

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 3 November 2017. The Finance/Performance Committee will consider the applications at its meeting on 30 November 2017.

### 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) Friday 3 November 2017. Late applications will NOT be considered.**

**All sponsorship applications are copied into the Finance/Performance Committee Order Paper 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: TAIHAPÉ PLAYCENTRE

Street address: 15 MOHANO STREET, TAIHAPÉ 4720

Postal address: PO BOX 107

Post Code: 4720

Contact 1 Name LINDSEY GIBBON

Telephone (day) 02108301031

Email: lindsey\_gibbon@hotmail.com

Contact 2 Name ALYSHA BENNETT

Telephone (day): 0221981254

Email: taihapeplaycentre@extra.co.nz

Legal Status (see Applicant eligibility criteria)

UNINCORPORATED SOCIETY

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

PLEASE SEE APPENDIX 2 NOTING DETAILS

### 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 PLAYGROUND DEVELOPMENT

3.2 When will it take place? 2018

3.3 Where will it take place? AT TAIHAPÉ PLAYCENTRE  
15 KOUANO STREET, TAIHAPÉ

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.

PLEASE SEE ATTACHED DOCUMENT

IN APPENDIX A

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

☒ Smoke-free PLAYCENTRE POLICY

☐ Sugar-sweetened-beverage-free

☒ Water only - PLAYCENTRE POLICY

☐ 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? \_\_\_\_\_

FAMILIES WITH CHILDREN ATTENDING THE  
CENTRE (AGED 0-6 - PARENTS AND CHILDREN ATTEND)  
NOW AND MANY YEARS INTO THE FUTURE. THE  
PROJECT HAS THE POTENTIAL TO BENEFIT HUNDREDS  
OF FAMILIES

3.7 How will the people who will benefit from your project know

that it is happening? PLATCENTRE IS A PARENT  
CO-OPERATIVE SO PARENTS ATTENDING THE  
CENTRE HAVE BEEN STRATEGICALLY AND  
PRACTICALLY INVOLVED IN PROJECT PLANNING  
TILL THIS STAGE.

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

ON OUR FACEBOOK PAGE, WHICH IS OUR  
MAIN PUBLICITY OUTLET BAN WAREHIL NATIONALLY  
GENERATED BROCHURES.

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: A SAFE SPACE UNDISTURBED WITH  
CURRENT ECE HEALTH AND SAFETY STANDARDS  
Target 2: AN INVITING SPACE THAT ENCOURAGES GROWTH  
IN MEMBERSHIP AND COMMUNITY INVOLVEMENT  
Target 3: A STIMULATING, EXCITING PLACE FOR  
FAMILIES TO PLAY, LEARN AND GROW

## 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
TOTAL OVERALL COST OF	\$
PIA/MOUND BUILD INCLUDING	\$
WASTE REMOVAL AND ALL BUILDING	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$ 126,199.85.

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount
Donated material	\$
Cash in hand towards project	\$ 19,640 (CONFIRMED)
Intended fundraising (provide an estimate)	\$
Ticket sales	N/A \$
Other sponsorship/grants (please specify source/s below)	\$
① APPLICATION TO PUB CHARITY	\$ 15,000
② APPLICATION TO WAIKANA COMMUNITY	\$ 35,000
③ FOUNDATION @ HUAL COMMUNITIES TRUST	\$ 1,000
④ APPLICATION TO SMALL PROJECTS GRANT	\$ 5,000
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$ 19,640 CURRENTLY

N.B  
THESE  
ARE  
PENDING  
AND  
NOT  
CONFIRMED

Amount of funding you are requesting

from Rangitikei District Council:

\$ 2500

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

- ☒ Answered all of the questions?
- ☒ Does your financial information add up? **Please check!**
- ☒ Provided daytime phone numbers?
- ☒ Provided full details of your event and included extra pages as appropriate?
- ☒ Provide quotes for all appropriate items?
- ☒ Provided a pre-printed deposit slip or statement header?
- ☒ 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
NOT TO OUR KNOWLEDGE	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

4.4 Please name two referees for your organisation and your project

Name: Patricia Jenkins

Telephone (day): 06 388 0744

Name: Michelle Fannin

Telephone (day): 0800 422 522

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Alysha Bennett

Signature: [Signature]

Position in organisation: president

Date: 18.10.17

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.





# Statement of Financial Performance

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01 NOV 2017

Taihapa Playcentre

Centre:  
For the year ended 31 August 2017

To: .....

File: .....

Doc: .....

Guidance  
Notes Ref

Account	Notes	2017
<b>Revenue</b>		
MoE Funding		
- MoE Funding from Main Session/20 Hours ECE		25803.22
- MoE funding for SPACE, Babies CanPlay or CYCLE		
- MoE Annual Top Up for Isolated Services funding		3485.4
- MoE Equity funding		
- MoE Playgroup Funding		
<i>Total MoE Funding</i>		29288.62
Fees		
Membership Fees		3836.5
<i>Total Fees</i>		3836.5
Grants, Donations & Fundraising Income		
External Grants		3000
Donations of Property Plant & Equipment (fair value of PPE donated)		
Donations from members:		
- Main Session/Playgroup		117
- SPACE		
- Babies can Play		
- CYCLE		
Donations from external parties		100
Fundraising Income		1816.05
Support Payments from Association or Federation		
<i>Total Grants, Donations &amp; Fundraising Income</i>	6	5033.05
Sale of Goods or Services		
<i>Total Sale of Goods or Services</i>		
Interest Income		588.4
Other Income (if significant, please provide further information below)		
Gain on Sale of Assets		
<b>Total Revenue</b>		38746.57

1

<b>Expenses</b>		
Administration Expenses		
Audit Fees		597.40
Bad Debts		
Governance Expenses (eg Association and board meetings, national meetings, honorarium)		
Other Administration Expenses		
<i>Total Administration Expenses</i>		597.40
Education Expenses		
Playcentre Course Attendance Fees	7	
Non-Playcentre Course Attendance Fees	7	
<i>Total Education Expenses</i>		0.00
Related Party Expenses		
Fees paid to Association		12901.61
Centre based staff wages		2466.58
Other payments made to Centres or Federation, or other Associations		
<i>Total Related party Expenses</i>		15368.19
Housekeeping Expenses		
Office Admin (eg printing, photocopying, stationery, consumables, cleaning etc)		3714.60
Equipment Rental expense (eg photocopier)		
<i>Total Office Expenses</i>		3714.60

Office building rental expense	
Utilities (power, council rates etc)	3660.11
Repairs & Maintenance	4545.61
Other Property Expenses	8519.36
Assets costing more than \$1000	
Assets costing less than \$1000 immediately expensed	
<i>Total Property Expenses</i>	16725.08
Lease Expenses (any other leases not included above)	0.00
Other Expenses	
Other significant expenses (please detail below)	959.27
Loss on disposal of assets	
Total Expenses	37364.54
Surplus/(Deficit) for the Year	1382.03

Breakdown of Significant Other Income

*Please insert breakdown*

Breakdown of Significant Other Expenses

*Please insert breakdown*

Signed:

Lindsey Gribbon - Treasurer

~~L Gribbon~~ 24/10/17

Alysha Bennett - President

 27/10/17

# Statement of Financial Position

Centre:

Taihape Playcentre

As at 31 August 2017

Note: The balance sheet for 31 August 2016 does not need to be disclosed in the Consolidated financial statements, but the information is required to generate the Statement of Cash Flows.

The yellow cells should update automatically once the more detailed note tabs are completed.

Account	Notes	31-Aug-17	31-Aug-16	Guidance Notes Ref
<b>Assets</b>				
Current Assets				
Cash and cash equivalents	13	45494.34		2
Short Term Deposits	13			3
GST Receivable				
Debtors receivable		950.00	0.00	
Provision for doubtful debts (external parties)				
Prepayments and other current assets				
Total Current Assets		46444.34	0.00	
Non-Current Assets				
Long Term Deposits	13			4
Property, Plant & Equipment	1	5785.41	6619.53	
Total Non-Current Assets		5785.41	6619.53	
Total Assets		52229.75	6619.53	
<b>Liabilities</b>				
Current Liabilities				
Accounts Payable		3027.43	0.00	
Accrued Expenses				
Funding received in advance				
GST Payable				
Provisions - Other provisions				
Finance Lease liability (current portion)	3			
Other current liabilities				
Total Current Liabilities		3027.43	0.00	
Non-Current Liabilities				
Finance Lease liability (non current portion)	3			
Other non-current liabilities				
Total Non-Current Liabilities		0.00	0.00	
Total Liabilities		3027.43	0.00	
Total Assets less Total Liabilities (Net Assets)		49202.32	6619.53	
<b>Accumulated Funds</b>				
Reserves	2			
Accumulated surpluses or (deficits)				
Total Accumulated Funds		0.00	0.00	

Signed:

Kindsey Gribbon - Treasurer



24/10/17

Alysha Bennett - President



27/10/17

## 2. Objectives of our Organisation.

Playcentre is a national organisation that works has vision of “Whanau Tupu Ngatahi – families growing together” and works to the following mission/objectives:

- To empower adults and children to play, work, learn and grow together.
- To honour Te Tiriti o Waitangi and celebrate people's uniqueness.
- To value and affirm parents as the first and best educators of their children so that whānau are strengthened and communities enriched.

Note: Children attend with their parents between the ages of birth to six years. At two and a half some children begin to attend a few sessions independently. Parents are encouraged to complete useful courses and ongoing education options to help them understand and appreciate childhood development and play.

In addition to this, individual centres often have their own additional objectives. In the case of Taihape Playcentre these are to:

- Meet and exceed minimum equipment requirements.
- Grow centre membership.
- Complete our outdoor learning environment redevelopment.
- Have a strong team environment.
- Offer ongoing parent training and education.
- Make and maintain strong community connections.
- Be financially stable.

### 3.5 The Project:

Taihape Playcentre has been a part of the community for almost 80 years, offering early childhood education to children aged 0-6 and support and education to parents. Hundreds if not thousands of people have accessed the centre over its long history and it has been a nurturing and inspiring starting point remembered fondly for many families in the community. Playcentre is a parent cooperative run by its families for its families and remains a place where people form community and supportive networks.

Taihape Playcentre has been in its current space since 1987 and over this time the playground has seen many changes. The swings and fort were built by parents approximately 25 years ago. Following this the sandpit and soft fall were updated.

Naturally, it has aged and degraded over the thirty years it has been in place and suffered routine wear and tear, which has made it (see pictures) look worn, old and dated. The fort had to be removed due to rot in 2015 and as a result the soft fall was left uneven and full of holes creating many trip hazards. Additionally the plastic based soft fall is too hot for barefoot and crawlers in summer with no shade and becomes dangerously slippery in frosty or wet weather. The outdoor play area is the first thing the public and potential attending families see of the centre. We feel this outdated and uninspiring area does not reflect the vibrant, dynamic, supportive nurturing environment that we pride our centre in being, and can be a deterrent to people attending. We want people to feel intrigued and inspired by what they first see of our centre and feel interested enough to step through the gates and find out more.

Playcentre works with a wide age range of children aged 0 to 6 and their families. We currently have 28 children enrolled at the centre. We are keenly aware that the playground does not cater adequately to the broad play and exploration needs of such a diverse range of children. Younger children are unable to access the more difficult aspects of the playground, and many of the more challenging aspects are of limited and do not sustain the interest of the older children. We wish to create a space that is appealing to all ages and that piques interest, allows exploration and represents a challenge and a simple joy to all children who attend the centre.

We are also aware that the space may not now meet current and ever evolving health and safety criteria for Early Childhood Education (ECE) Centres. Despite constantly monitoring this and updating and replacing aspects of the playground when necessary, this is requiring time, money and constant attention. This combined with the other factors above have lead us to conclude that a complete overhaul and re design of the current playground would be the most logical long-term solution and would help us achieve the following objectives:

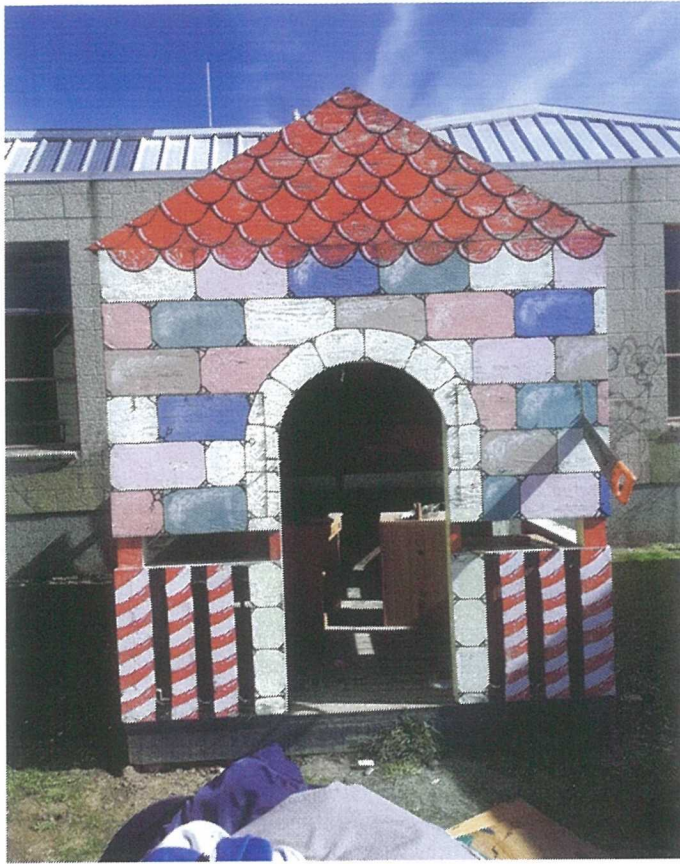
- An exciting and stimulating outdoor space so children, can explore, play, learn and grow;
- A safe space consistent with current ECE health and safety standards.
- An attractive space that encourages members of the public to engage with the centre and see the fantastic opportunities it offers for families to learn and grow together.
- Extend the longevity of our centre and its structures so they remain in good condition for the use of future generations to come.

Though the project may seem to currently support a small number of people, if the playground had the 30 years longevity of the current one hundreds of children and families would benefit over its lifetime.

Current ECE health and safety requirements mean that in order to be fully compliant, much of what we need to do needs to be professionally done, so we have invested the time in getting quotes from companies dedicated to creating excellent outdoor play spaces. For the aspects of the playground which don't require a compliance aspect, and as far as volunteer labour allows us, we are attempting to do ourselves, and indeed, have made an inspiring start (please see the before and after pictures of the Playhouse).

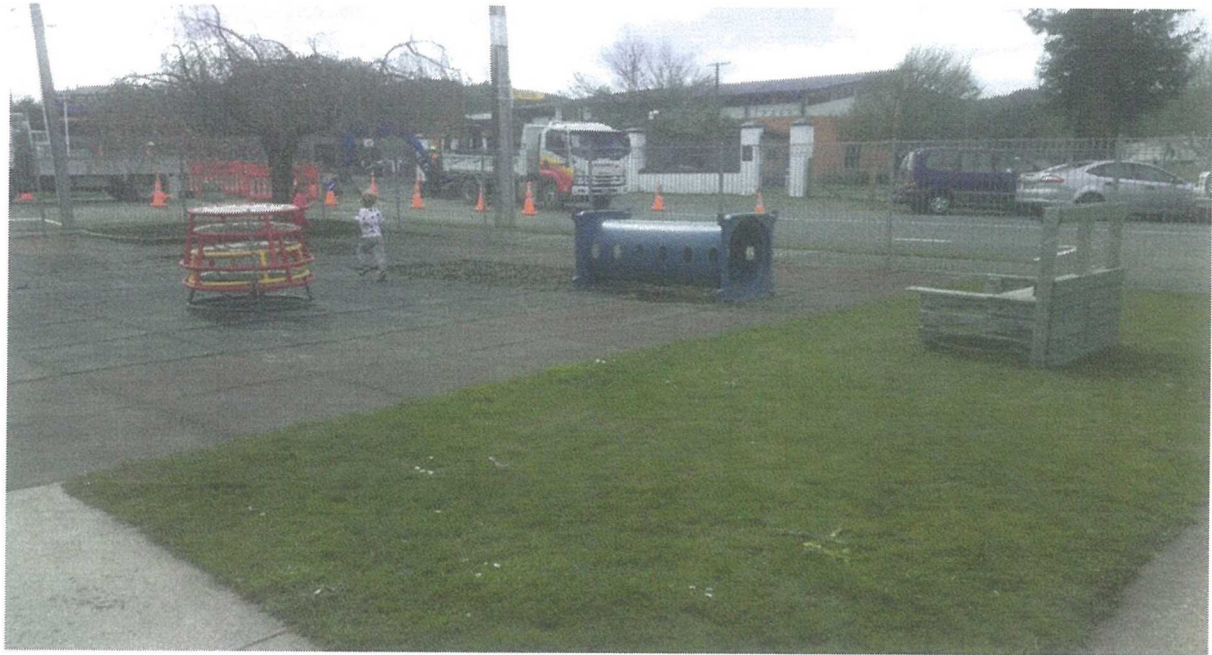
Our given quotes give pictures and diagrams of what it is we are hoping to create for families in our community. We are actively engaging in fundraising and grant writing as we speak, and hope, with the combined support of the many we are requesting partnership with, we will be able to achieve this for the Taihape Community.

Our playhouse before and after refurbishment:





Pictures of the current outdoor space:







3  
A

N.B we offer 2 sets of quotes,  
① is complete from start to finish.

② Quotes for the basic large Equipment, but no Landscaping, site clearance etc.



**Playscape**   
Outdoor spaces for little explorers

**RECEIVED**

01 NOV 2017

To: .....

File: .....

Doc: .....



Taihape Playcentre,  
15 Kokako Street, Taihape  
Playground Proposal - Revision E  
30.10.2017



## Development of New Playground

Our playscapes tie existing elements together with a consistent natural theme. As children advance through their education at the centre they will experience new and varied challenges as they progress through each area of the playscape.

Our playscapes are designed to minimise maintenance with sunken sand pits surrounded by easy to clean surfaces. Water play areas are integrated into the sand pits to allow sand to be easily washed back in.

All timber structures meet the safety requirements of NZS5828:2015 and are constructed from a mixture of Pine and Macrocarpa. These towers/platforms/playhuts introduce a sense of height to an otherwise flat area providing many opportunities for imaginative play and physical challenges.

To learn more about our design and build process visit our website [www.playscape.co.nz](http://www.playscape.co.nz)





Taihape Playcentre,  
15 Kokako Street, Taihape  
Playground Proposal – Revision E  
30.10.2017

Revision E - Annotated Plan



Taihape Playcentre,  
15 Kokako Street, Taihape  
Playground Proposal – Revision E  
30.10.2017

## Playground Build

- Removal of waste created during construction
- All TigerTurf 'Summer Envy 35' with 10mm shockpad areas
- All loose chip cushionfall areas
- All decked areas
- All concrete areas
- All Macrocarpa balustrade
- All rocks
- All vertical Macrocarpa sleepers
- Sandpit extension
- Waterplay area
- Riverstones area
- 1x 2-Bay swing frame and 1x 3-Bay swing frame (swings not included)
- 3x Macrocarpa seats
- Bamboo forest
- Chimes
- Double access gates
- TigerTurf mound with slide
- Roofed platform with attached climbing wall, slide, Tredsafe bar and wonky window panel
- Decked mounds
- Combat course including all natural logs and log ends
- Deck with clad roof
- Archway
- Grass mound
- Live ponga wall
- Bug hotel
- Mud trough
- Existing trough relocated to sandpit area
- Macrocarpa vegetable boxes with attached arbour
- Re-clad wendy house
- 2x sheds
- Chalkboard
- Decked steppers
- Curved bridge over waterplay
- Existing oversized seat relocated
- All planting including mulch with a total budget of \$2,250.00

*Continued on following page*

Taihape Playcentre,  
15 Kokako Street, Taihape  
Playground Proposal – Revision E  
30.10.2017

Total Overall Cost – Revision E

\$109,739.00 +gst

Please note this is based on the following:

- Playscape having full access to site during construction. Temporary fencing can be provided if wished at additional cost.
- Site has been left clear of any equipment and at a depth of 150mm below finished (existing) ground level. This includes the client removing the large existing shed and only leaving elements to be kept in new playground.
- Shade sails not included. They will be measured either during or after the build to exact dimensions. If not already included a proposal can then be provided.
- Sandpit covers not included. They will be measured either during or after the build to exact dimensions. If not already included a proposal can be provided.

**Acceptance**

I accept the above price based on Playscape's terms and conditions

Signed ..... Date.....

- This price is valid for 30 days from 30.10.2017
- Build will commence a minimum of 8 weeks (10 weeks for South Island) after proposal sign off to allow for logistics and prefabrication.
- Payments terms: 50% Deposit, Balance due on completion.
- All materials remain the property of Playscape until full payment has been made.
- Modular play equipment not included.
- Swings not included on swing frame. Please inform us if you'd like swings to be included. This is due to existing sites generally having their own swings already or client would like to choose their own from numerous suppliers.
- All underground services to be identified by client.
- Power and water to be supplied on site.
- Require client to send photos of site one week prior to build start date to establish the current condition of site.
- This proposal is subject to change due to unforeseen circumstances beyond our control changing material or logistical costs.
- Modifications to existing sandpits do not include any drainage work to be carried out unless otherwise stated within this proposal.







CONSULTATION

•

DESIGN

•

PROJECT MANAGEMENT  
& CONSTRUCTION

•

AFTERCARE



NATIONWIDE

0800 757 555

[info@playscape.co.nz](mailto:info@playscape.co.nz)

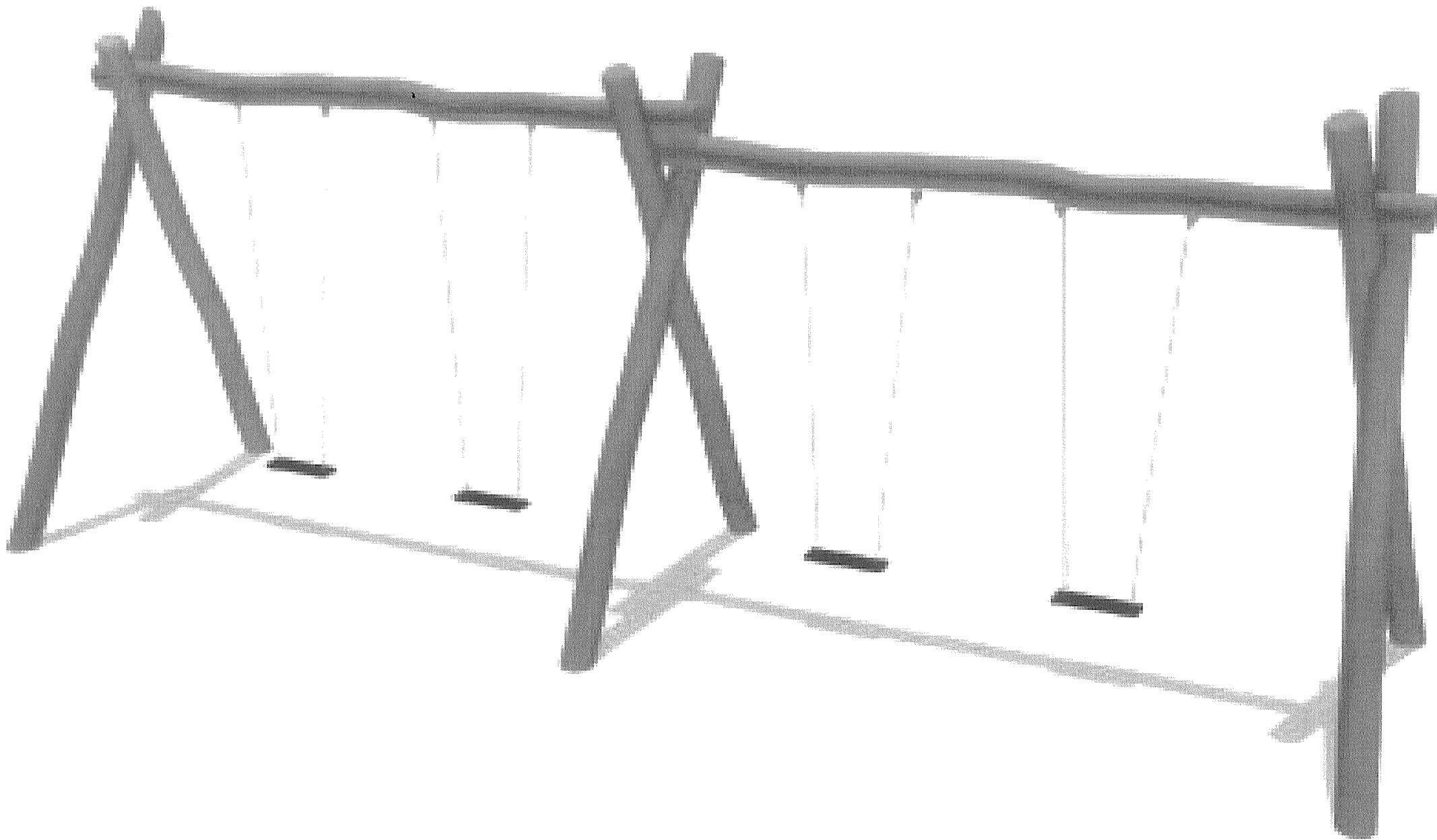
[www.playscape.co.nz](http://www.playscape.co.nz)

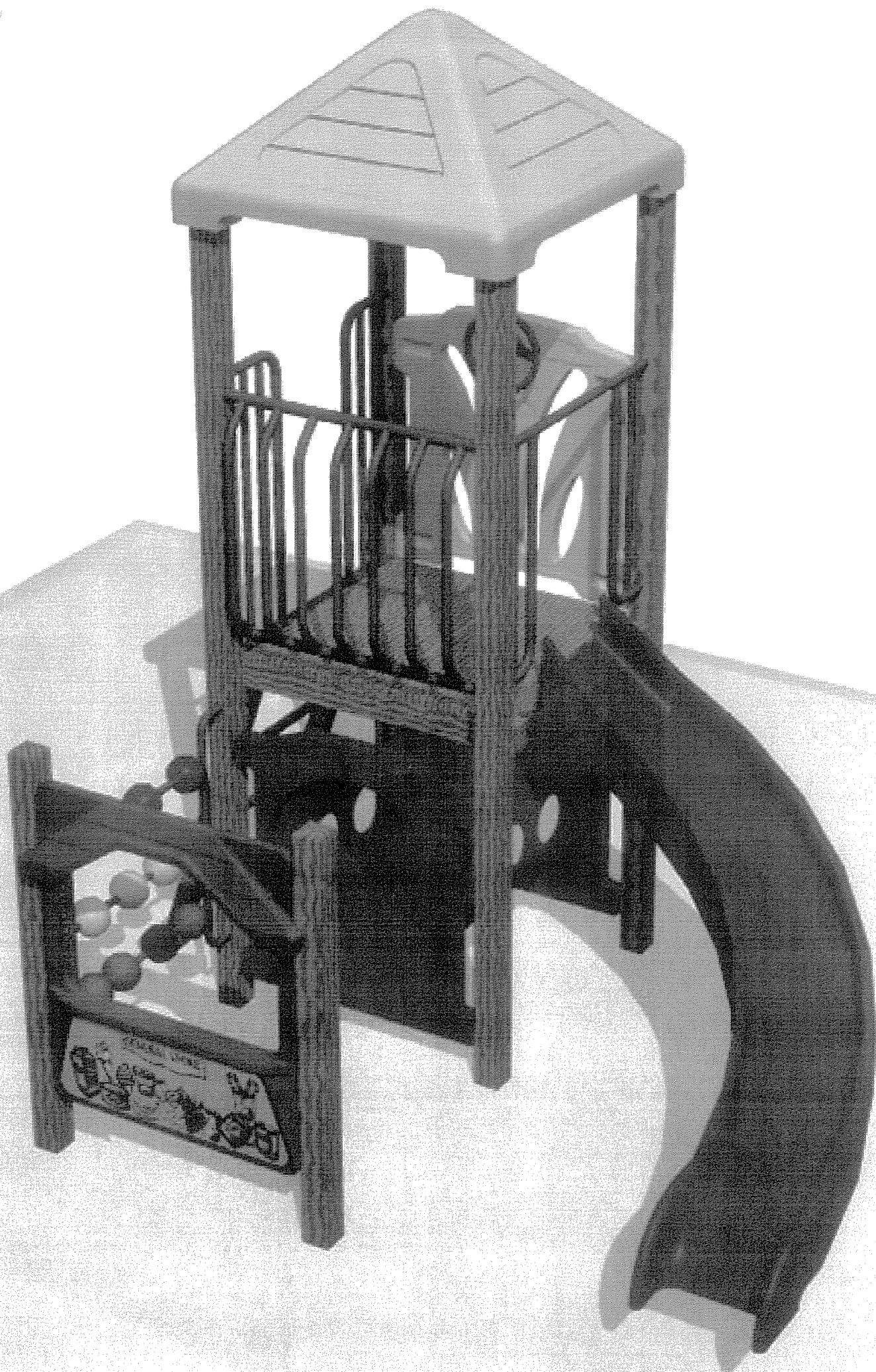














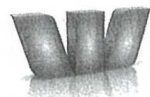


④

RECEIVED

01 NOV 2017

To: .....  
File: .....  
Doc: .....



Taihape  
77-79 Hautapu Street, Taihape, NZ

Westpac New Zealand Limited

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

TAIHAPE PLAYCENTRE

## Deposit

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES \$  
AS REVERSE

TRANSFER FROM ACCOUNT No. \$

TOTAL \$

⑈031525⑈ 0021503⑈00 ⑈ 50





Level 3 | The Textile Centre  
1 Kenwyn Street | Parnell  
PO Box 37879 | Parnell | 1151  
Auckland | New Zealand

T | +64 9 377 6792  
W | [projectlitefoot.org](http://projectlitefoot.org)  
E | [hello@projectlitefoot.org](mailto:hello@projectlitefoot.org)

**Grants Administrator**  
**Rangitikei District Council**  
Private Bag 1102  
Marton 4741

31 October 2017

Thank you for taking the time to consider our application. Please find some further background information about Project Litefoot and our LiteClub programme in this letter.

LiteClub's objective is to drive a transformation of New Zealand's community sports infrastructure – and the culture to match – so that this collective group is electricity independent, water neutral and zero waste by 2025. The Litefoot concept was hatched in 2006 by our co-founders - pro golfer Michael Campbell and brand consultant, Hamish Reid. Both felt that the existing engagement around environmental issues could be improved, and that sports heroes had a role to play – re-framing the dialogue in a more optimistic manner, and leveraging the spirit of competition and teamwork inherent in sport. Hamish returned to NZ in 2008 to test the hypothesis and the Trust was formed.

Ten top sports people were recruited as Litefoot ambassadors; Brendon McCullum, Conrad Smith, Marina Erakovic, Barbara Kendall, Moss Burmester, Sarah Walker, Michael Campbell, Caroline Meyer and Georgina Earl (nee Evers-Swindell) and national surfing champion Daniel Kereopa. Their footprints were measured by Landcare Research. Then the ambassadors made changes in their lives to reduce their footprints, proving that small actions can have substantial effect. With their personal leadership firmly in place, our next step was to reach out to the broader sports community in an effort to build change at scale. The LiteClub programme was launched in June 2011.

Since then we have implemented 1,163 clubs around New Zealand, freeing up more than \$6.9m for sport. We've changed over 26,269 light bulbs, insulated ceilings, wrapped hot water cylinders and lagged pipes (saving 20 million kilowatt hours). We've installed water saving devices on taps and toilets that are saving 34.4 million litres of water each year. Our waste minimisation programme is diverting 3,650 tonnes of waste from landfills per year via 1,973 recycling stations in clubs. So far for every \$1 invested in us we're saving \$2.58 for sport. Our service is entirely free – a benefit made possible by funding from central and local government, community trusts and philanthropists.

We work closely with Regional Sports Trusts to recruit community sports clubs. Our team then visits the club to 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, insulation 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 them to take the same positive actions at home.

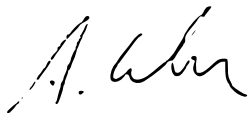
After implementation these clubs will immediately benefit from cost savings on their bills, plus our sorting-at-source recycling bins and sustainability advice will lead to tidier, drier, warmer and therefore healthier clubrooms. Each club will receive on-going support and expert advice from our Sustainability Advisers and members will be able to read about the upgrades made at their club in the posters, stickers and leaflets that we put up around the club.

In this application we kindly request Rangitikei District Council consider funding of \$2,108 to contribute to the project cost of implementing the LiteClub programme into three community sports clubs in Rangitikei. We currently have raised \$7,146 towards this project from the New Zealand Community Trust and The Lion Foundation. Any level of contribution from Rangitikei District Council would be greatly appreciated and enable us to implement additional sports clubs in Rangitikei.

If you require any more information or have any questions, please don't hesitate to contact me.

Thanks for taking the time to consider our application. We look forward to working with you to help sports clubs in Rangitikei to become more energy efficient.

Sincerely,



Antonia Gerlach  
**Operations Manager, Project Litefoot Trust**



"Inspiring New Zealanders to be environmental champions"





## Rangitikei District Council

# Community Initiatives Fund Application Form 2017/18

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 3 November 2017. The Finance/Performance Committee will consider the applications at its meeting on 30 November 2017.

### 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) Friday 3 November 2017. Late applications will NOT be considered.**

**All sponsorship applications are copied into the Finance/Performance Committee Order Paper 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.*

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Please see cover letter for more information.

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? \_\_\_\_\_

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

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

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### 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 inclusive / 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-inclusive / 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 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	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

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

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

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

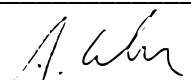
Name: \_\_\_\_\_

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 Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.



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 pace of \$256.98 (excl. GST)			
Subtotal			3,742.15
TOTAL GST 15%			561.32
TOTAL NZD			4,303.47

## 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

## Quote



Quote No : 014  
Date : 1-Jun-17

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

GST Number : 97 904 189

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
				<b>TOTAL 7,426.56</b>

GST Rate	Net Amount	GST Amount
1 0.00%	0.00	0.00
2 15.00%	0.00	0.00

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

## Cloud PBX & Mobiles



### Recommended Solution

To: Project Litefoot Trust  
Date: 08/06/2017

Cloud PBX Extension / Handset Rentals	Monthly	Qty	Total
Telepo PBX Essentials Package PBX extension + DDI + Mobile App + PC Softphone + VM	\$125.00	5	\$125.00
Total Per Month			<b>\$125.00</b>

Cloud PBX Calling	Rate/min
Local calling	<b>1c</b>
National Calling	<b>5c</b>
Cloud PBX to Mobile Calling	<b>10c</b>
Cloud PBX to International Destinations; Australia, USA, USA Mobile, Canada, UK, Ireland, Italy, France, Germany, Spain, Switzerland, Netherlands, Hong Kong, <b>Japan</b> , China, China Mobile, Singapore, Singapore Mobile, South Korea, Taiwan	8c

### Hardware

Cloud PBX Extension / Handset Rentals	Monthly	Qty	Total
Siemens Gigaset Cordless Phone	\$199.00		
Jabra Headset (Corded)	\$89.00		
Jabra Headset (Wireless)	\$289.00		
Total			

**Business mobile, voice & internet. Sorted.**

Digital Island ■ Phone 0800 999 010 ■ [www.digitalisland.co.nz](http://www.digitalisland.co.nz) ■ Level 3, 8 Nugent Street, Grafton

## Project Litefoot

Project: Project Litefoot

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 = 0.6472 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

Arushi Walia, Philips Lighting NZ



Project Litefoot		Quotation Number:	RET1379AR
		Region:	AKLD
		Valid To:	04/12/2017
Date:	04/06/2017	Sales Engineer:	Arushi Walia

All amounts in: **NZD**

Item No	Quantity	Description	Unit Price	Total
<b>A</b>	24	Complete Unit <i>LEDBulb 10.5-75W B22 3000K 230V A60AU/P</i>	<u>\$4.72</u>	<u>\$113.28</u>
<b>B</b>	12	Complete Unit <i>LEDBulb 10.5-75W E27 3000K 230V A60AU/P</i>	<u>\$4.72</u>	<u>\$56.64</u>
<b>C</b>	24	Complete Unit <i>LEDBulb 10.5-75W B22 6500K 230V A60AU/P</i>	<u>\$4.72</u>	<u>\$113.28</u>
<b>D</b>	12	Complete Unit <i>LEDBulb 10.5-75W E27 6500K 230V A60AU/P</i>	<u>\$4.72</u>	<u>\$56.64</u>
<b>E</b>	24	Complete Unit <i>LEDBulb 13-90W B22 3000K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$137.52</u>
<b>F</b>	24	Complete Unit <i>LEDBulb 13-90W B22 6500K 230V A60 AU/PF</i>	<u>\$5.73</u>	<u>\$137.52</u>
<b>G</b>	6	Complete Unit <i>PAR38 23W WW E27 220-240V 1CT/3X2F</i>	<u>\$9.00</u>	<u>\$54.00</u>
<b>H</b>	24	Complete Unit <i>LED R80 9W WH FL NZ 1PF</i>	<u>\$8.00</u>	<u>\$192.00</u>
<b>I</b>	24	Complete Unit <i>LEDBulb 8.5-60W A60 E27 2700K FR D AU/B</i>	<u>\$7.00</u>	<u>\$168.00</u>

Item No	Quantity	Description	Unit Price	Total
<b>J</b>	24	Complete Unit <i>LEDBulb 8.5-60W B22 2700K A60 D AU/BC</i>	<u>\$7.00</u>	<u>\$168.00</u>
<b>K</b>	20	Complete Unit <i>LEDClassic 5-50W MR16 830 60D 1BC/10</i>	<u>\$3.89</u>	<u>\$77.80</u>
<b>L</b>	20	Complete Unit <i>LEDClassic 4.5-50W GU10 830 60D 1BC/10</i>	<u>\$3.89</u>	<u>\$77.80</u>
<b>M</b>	20	Complete Unit <i>MAS LEDspot MV VLE D 4.3-50W GU10 827 40</i>	<u>\$7.50</u>	<u>\$150.00</u>
			Total (excluding GST)	\$1,502.48
			GST	\$225.37
			Total (inclusive GST)	<u>\$1,727.85</u>



**EcoMatters**

## Quote

### Customer

ProjectLiteFoot  
PO Box 37879  
Parnell  
Auckland 1151

Phone 09 826 0563  
Email [water@ecomatters.org.nz](mailto:water@ecomatters.org.nz)  
PO Box 15 215, New Lynn, Auckland 0640  
[www.ecomatters.org.nz](http://www.ecomatters.org.nz)  
GST: 83 376 767

Date of Quote:

6 June 2017

### Assignment

Labour	200 Gizmos @ \$0.75ea	150.00
--------	-----------------------	--------

Subtotal	150.00
GST	22.50
<b>TOTAL</b>	<b>172.50</b>

### Notes

This Quote is valid for 90 days

# 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	13/06/2017		NZD	Aerator Quote	Attn: Maike	CMOK	13/06/2017	12/09/2017

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.





## Budget Plastics (NZ) Limited

P O Box 718, Palmerston North  
Phone: 06 3568886 Fax: 06 3568887  
Email: [info@budgetplastics.co.nz](mailto:info@budgetplastics.co.nz)

### Quote to:

Project Litefoot Trust  
P.O. Box 37 879  
Parnell  
AUCKLAND 1052

## QUOTATION

Quote No	Date	Valid Until
227	11-Jun-17	13-Aug-17

Code	Description	Qty	Price	Total
CPC63038	63038(340+290X900x38mu) 50pc/roll x 4 200PC/CTN	1 CTN	\$25.00	\$25.00
	FREIGHT PER CARTON	1	\$8.00	\$8.00

Sub Total	\$33.00
Plus GST	\$4.95
<b>Total Quoted Amount</b>	<b>\$37.95</b>

Thank you for your business!

# Quote

GST No. 81-758-514

Project Litefoot Trust  
PO Box 37879  
Parnell  
AUCKLAND 1151

Customer Ref:

Invoice No. 00093710

Date 1/06/2017

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	\$17.24	\$8,620.00
150	.	Lids for Large Recycling Bins Printed " Mixed Recycling" Yellow & Black - two colour Ref Quote # 13252 F	\$6.95	\$1,042.50
150	.	Lids for Large Recycling Bins Printed " Landfill / Waste" Red - one colour Ref Quote # 13252 F	\$5.17	\$775.50
1	.	Freight to Auckland - allow \$150.00		
			Subtotal	\$10,438.00
			Freight	\$0.00
			GST	\$1,565.70
			<b>Total</b>	<b>\$12,003.70</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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Distributors  
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Polypropylene  
Acid-free card

**Clearview Packaging:**

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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**

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Archival Boxes & Enclosures

**www.pnp.co.nz**

Port Nicholson Packaging 2002 Lt



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creative print, design & signage

+64 9 441 7263  
8 Target Court, Wairau Valley  
PO Box 65 522, Mairangi Bay, Auckland  
www.cube.org.nz



**Date:** June 01, 2017

**Litefoot**  
**Level 3, Textile Centre, 1 Kenwyn St, Parnell**

**Quote No:**  
**153428**

**Auckland**

Attention: Sam Maclean

Thank you for providing us with the opportunity to quote. Prices are based on the specifications below.  
We have the pleasure in offering this quote for your consideration:

**Job Title: Window Decals**

Description: Desc: Produce 55 x A3 pages of vinyl stickers - Same Kinds on each sheet  
Stock: Long Term Vinyl  
Colours: Full colour one side  
PrePress: Printed from high res PDF supplied  
PostPress: Kiss cut to shape  
Delivery: Trim, pack and deliver to x 1 Auckland address

Size: A3 flat

**Quantity: 200**

**Price: \$1,464.00**

**Terms & Conditions**

Files must be supplied as clean and complete PDFs with 3mm bleed, fonts embedded, trim marks in place and multi page documents in correct page order.

The above prices are exclusive of GST and include delivery to one Auckland address. unless otherwise specified.

All quotes are prepared for you based on the information you have given us. Our price is dependent on the accuracy of your information and subject to sight of copy and/or material supplied. Should project vary from these expectations in anyway, then this quote will be subject to a price amendment and we will gladly update the quote for you.

We hope the above is acceptable and await your further instructions.

This quote will be valid for one month from the above date.

**Account Representative**

Sarah Ward

Accepted .....

Quantity .....



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+64 9 441 7263  
8 Target Court, Wairau Valley  
PO Box 65 522, Mairangi Bay, Auckland  
www.cube.org.nz



**Date:** June 01, 2017

**Litefoot**  
**Level 3, Textile Centre, 1 Kenwyn St, Parnell**

**Quote No:**  
**153427**

**Auckland**

Phone: 021 98 55 45

Attention: Sam Maclean

Thank you for providing us with the opportunity to quote. Prices are based on the specifications below. We have the pleasure in offering this quote for your consideration:

**Job Title:** **A3 Posters 2 x kinds**

**Description:** Desc: Produce 200 x A3 Posters 2x Kinds  
Stock: 150gsm Silk  
Colours: Full colour one side  
PrePress: Printed from high res PDF supplied  
Delivery: Trim, pack and deliver to x 1 Auckland address

**Size:** A3 flat

**Quantity:** **2500**

**Price:** **\$998.00**

#### **Terms & Conditions**

Files must be supplied as clean and complete PDFs with 3mm bleed, fonts embedded, trim marks in place and multi page documents in correct page order.

The above prices are exclusive of GST and include delivery to one Auckland address. unless otherwise specified.

All quotes are prepared for you based on the information you have given us. Our price is dependent on the accuracy of your information and subject to sight of copy and/or material supplied. Should project vary from these expectations in anyway, then this quote will be subject to a price amendment and we will gladly update the quote for you.

We hope the above is acceptable and await your further instructions.

This quote will be valid for one month from the above date.

#### **Account Representative**

Sarah Ward

Accepted .....

Quantity .....



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creative print, design & signage

+64 9 441 7263  
8 Target Court, Wairau Valley  
PO Box 65 522, Mairangi Bay, Auckland  
www.cube.org.nz



**Date:** June 01, 2017

**Litefoot**  
**Level 3, Textile Centre, 1 Kenwyn St, Parnell**

**Quote No:**  
**153437**

**Auckland**

Phone: 021 98 55 45

Attention: Sam Maclean

Thank you for providing us with the opportunity to quote. Prices are based on the specifications below. We have the pleasure in offering this quote for your consideration:

**Job Title: STICKER SHEETS - REMOVABLE VINYL ( X2 kinds)**

**Description:** KINDS X 2 - EQUAL SPLIT OF EACH KIND  
FINISHED SIZE: 497 X347  
STOCK: RITRAMA REMOVABLE VINYL  
COLOUR: DIGITALLY PRINTED 4 COL ONE SIDE ONLY  
FINISHING: KISSCUT WITH NEW DIEFORME/ PACK  
FILE: PDF FILE SUPPLIED TO OUR SPECIFICATIONS  
DELIVERY TO 1X AUCKLAND ADDRESS

**Size:** 497 x 347mm

**Quantity:** 100

**Price:** \$1,100.00

#### **Terms & Conditions**

Files must be supplied as clean and complete PDFs with 3mm bleed, fonts embedded, trim marks in place and multi page documents in correct page order.

The above prices are exclusive of GST and include delivery to one Auckland address. unless otherwise specified.

All quotes are prepared for you based on the information you have given us. Our price is dependent on the accuracy of your information and subject to sight of copy and/or material supplied. Should project vary from these expectations in anyway, then this quote will be subject to a price amendment and we will gladly update the quote for you.

We hope the above is acceptable and await your further instructions.

This quote will be valid for one month from the above date.

#### **Account Representative**

Catherine G

Accepted .....

Quantity .....



# 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

Integrity Review

### 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 Accomodation		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>			
Bank accounts and cash			
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
Net change in cash for period	134,865	4,953

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

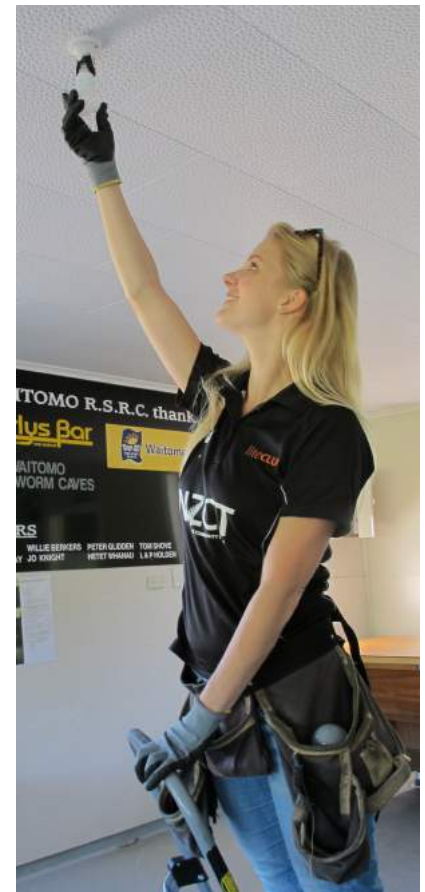


# liteCLUB

www.liteclub.org

Programme Outline  
2017/18

SUPREME WINNER



## 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

Since 2011, our LiteClub field team has successfully implemented **1,163 clubs** throughout New Zealand – from Kaitaia to Invercargill.

Our efforts are calculated to save the clubs a collective total of **20,145,511 kWh**, which translates to a cost saving of **\$6,925,324** over the lifetime of the installed products. **34.4 million** litres of water a year will be conserved. In addition to this, **6,242 tonnes** of CO<sub>2</sub> emissions will be prevented from entering the atmosphere. **Win win!**

### How have we done this?

- Over **1,163** clubs, we've upgraded **26,269** light bulbs to brighter, more efficient CFL and LED lighting.
- We have fitted **1,342** metres of hot water pipe lagging and wrapped **119** old, electric cylinders to improve hot water heating efficiency.
- We've installed **3,502** water saving aerators on high flowing taps, and 'Gizmo' cistern weights in single flush toilets – with each device saving approximately 10,000 litres of water per year.
- We've given clubs **4,928** sorting-at-source bins to improve their recycling practices, setting up waste stations in prominent areas and encouraging club members to take ownership for minimising waste in the club.



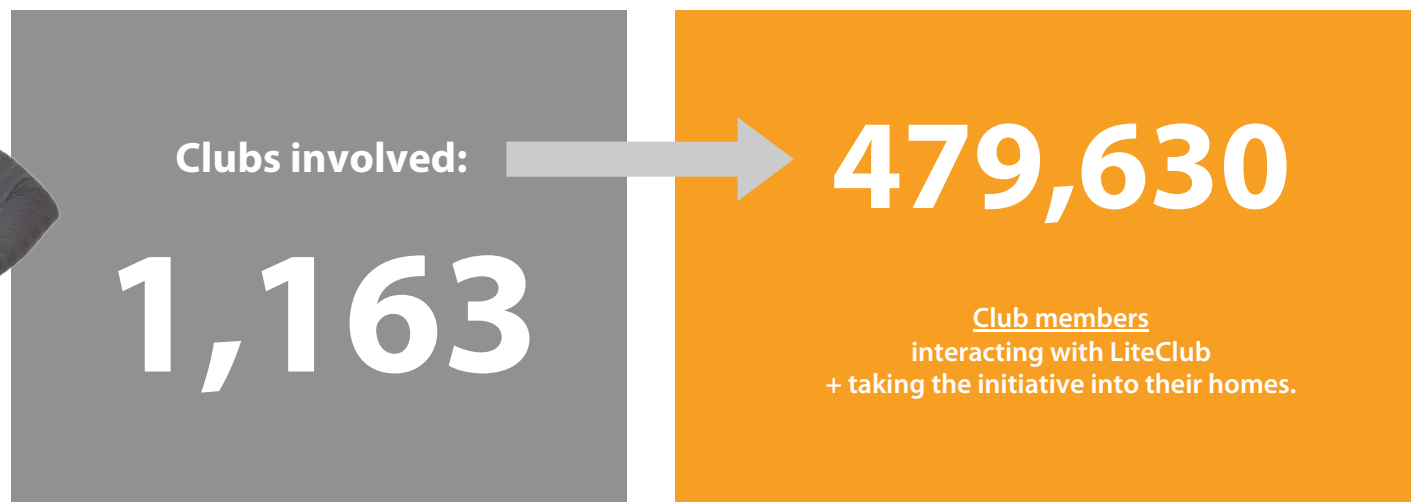
*Georgina Evers-Swindell*

## 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!



Caroline Evers-Swindell



- ✓ We placed member messages in **14,514** locations throughout the 1,163 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.

## 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.

**1,605** medals have been awarded since July 2015. 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



# **GISBORNE NETBALL CENTRE**

**VISITED: NOVEMBER 2012,  
AUGUST 2013**



## **EFFICIENCY ACTION PLAN**

1.

**INSULATION  
(138M2)**



**liteCLUB**



**12**

**TAP  
AERATORS  
+ CISTERN  
WEIGHTS**

**43**

**BULBS  
UPGRADED TO  
CFL LIGHTING**



**100,000 L**

**WATER CONSERVED (P.A)**

**32,307 KWH**

**ELECTRICITY SAVED**

**\$10,894**

**REDUCED COSTS**



**1**

**HOT WATER  
CYLINDER  
INSULATED +  
PIPES LAGGED**

**6**

**RECYCLING  
BINS  
INSTALLED**



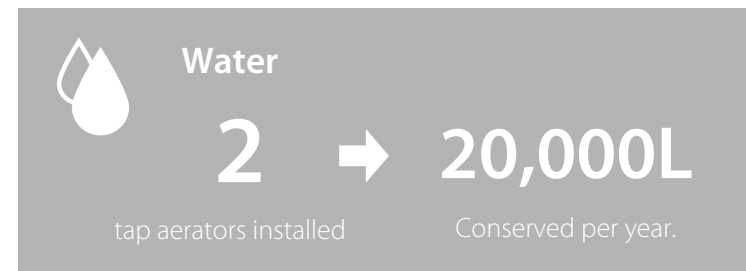
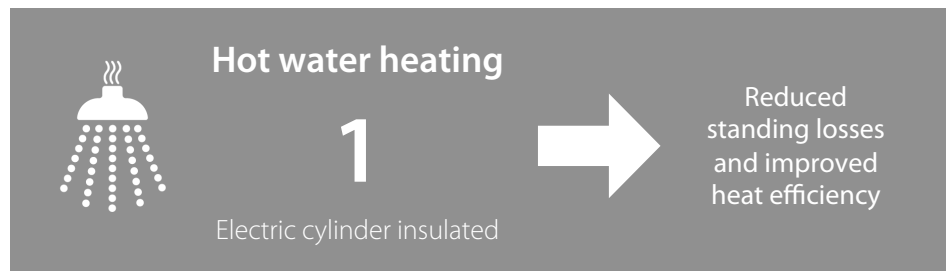
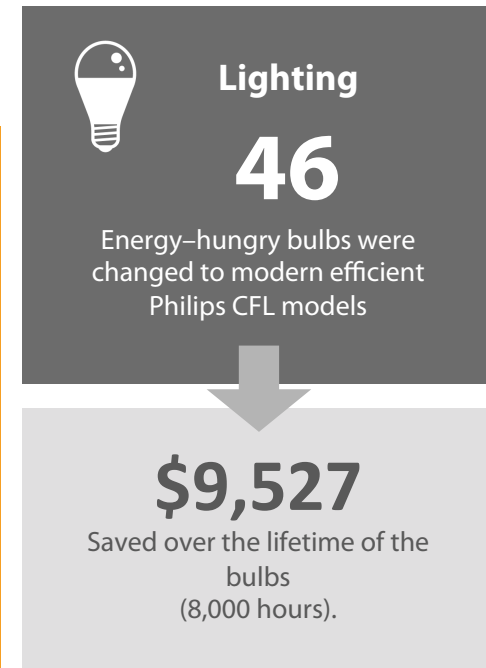


LiteClub visited this Christchurch club in October 2014, as part of our the programme's first expansion into the South Island. The results here and the relationship we established with the club was the first of many successful South Island club implementations.

## Belfast Rugby Football Club



*"LiteClub made a magnificent contribution to our club."*  
- Glenda Spillane, Facilities Manager



## Churton Park Tennis Club, August 2015



**4**  
WATER  
SAVING  
TAP  
AERATORS

**31**

BULBS  
UPGRADED  
TO LED  
LIGHTING



**40,000 L**  
WATER CONSERVED (P.A)

**33,135 KWH**  
ELECTRICITY SAVED

**\$10,260**  
REDUCED COSTS



**1**  
HOT  
WATER  
CYLINDER  
INSULATED

**4**  
RECYCLING  
POINTS



**4**

EFFICIENCY MEDALS AWARDED

liteCLUB

## Tauranga City United Association Football Club

The LiteClub team visited the Tauranga United City AFC on 13<sup>th</sup> of June 2016. Thanks to 43 new efficient light bulbs the club will save over 43,658 kWh and reduce its carbon footprint by 5.68 tonnes of CO<sub>2</sub>. This deserves three LiteClub Medals!



Waste

12

Sorting at source bins



Increasing capture of recyclables and helping reduce the volume of waste sent to landfill.



Lighting

43

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



\$14,216

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



Hot water heating

4.5m



Reduced standing losses and improved heat efficiency

Hot water pipe insulation fitted



Water

6



60,000L

tap aerators installed

Conserved per year.



**105**  
BULBS  
UPGRADED  
TO LED



**\$29,388**  
COST SAVINGS



**11**  
WATER  
SAVING  
DEVICES

**110,000 L**  
WATER CONSERVED P.A.

**4**  
RECYCLING  
POINTS



**2**  
EFFICIENCY  
MEDALS AWARDED

**Southbrook Rugby & Cricket Club**  
October 2015

**"It wasn't just the value of the lightbulbs, it was the three hours for two people to be there and everything they did. We appreciate the help!"**

*Gary McNicholl, Club Treasurer*

**liteCLUB**





Central League

March 6 · 🌐

Big News! Project Litefoot is coming to our Club on the 13th of March. Thank you so much, you can't imagine how much this will mean to the Central Rugby League Community.

Unlike · Comment · Share · 👍 10 💬 1 ➦ 1

....The results matched the hype, with a large amount of money freed up and significant environmental benefit.

## Rotorua Central Rugby League Club

liteCLUB



Waste

12

Sorting at source bins



Increasing capture of recyclables and helping reduce the volume of waste sent to landfill.



Lighting

43

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



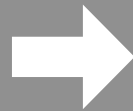
\$14,216

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



Hot water heating

4.5m



Reduced standing losses and improved heat efficiency

Hot water pipe insulation fitted



Water

6



60,000L

tap aerators installed

Conserved per year.

Queen Charlotte Yacht Club, November 2016

liteCLUB

**16**  
BULBS  
UPGRADED  
TO LED  
LIGHTING



**\$4,310**  
REDUCED COSTS

**13,723**  
KWH  
ELECTRICITY SAVED

**1**  
RECYCLING  
STATION



**1.78**  
TONNES CO2  
EMISSIONS PREVENTED



**2**

EFFICIENCY MEDALS AWARDED







## The Team in Action

LiteClub's Rusty Grant takes away Kaikorai RFC's old lightbulbs after a successful upgrade.

LiteClub's field team talk Rotoiti Sports Club through the changes made.



LiteClub's Claire Keeling shows local Rotorua students about waste minimisation at Ngongotaha Bowls Club.



**Thank you for your interest in our work – we look forward to working with you in the future.**







## Rangitikei District Council

# Community Initiatives Fund Application Form 2017/18

NORFL  
327 6159  
327 0099  
Andy Watson  
RECEIVED

- 2 NOV 2017

To: CR  
File: 3-GF-8-21  
Doc: 17-0920

17 0920

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 3 November 2017. The Finance/Performance Committee will consider the applications at its meeting on 30 November 2017.

### 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) Friday 3 November 2017. Late applications will NOT be considered.**

**All sponsorship applications are copied into the Finance/Performance Committee Order Paper 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: MARTON Friendship Club

Street address: MORRIS ST.

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

Post Code: 4710.

Contact 1 Name Wendy Lee

Telephone (day) 212 4669.

Email: loopylees10@gmail.com.

Contact 2 Name DEANA SCARBOROUGH

Telephone (day): 327 4522

Email: jdshelton99@hotmail.com

#### 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

Friendship - support for  
elderly people



## 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? Refurbishing

Back of stage in hall

3.2 When will it take place? New Year

3.3 Where will it take place? MORRIS ST HALL

3.4 What type of project are you planning?

☐ Ongoing activity, or updating stage

☐ 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.*

Mural wallpaper to clean up  
elderly stage needs updating  
as getting tired old paint  
had it.

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

*Relaxation and happiness*

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

**healthy families**  
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? \_\_\_\_\_

Members - visiting entertainers.  
other groups who hire

3.7 How will the people who will benefit from your project know

that it is happening? it is pleasing on  
the eye. As we own Hall  
all club happenings are in  
hall. Members can see  
clearly

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

Have a sign on the wall  
giving thanks

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: Update on Hall.

Target 2: Suitable for other groups  
i.e. Project Manton.

Target 3: \_\_\_\_\_  
Keeping building well maintained

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	
No.	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

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

Name: Phil Warner (Rev. St Andrews)

Telephone (day): 06 327 8841

Name: Elsie Sutton

Telephone (day): 327 8764

#### 5. DECLARATION

☐ I declare that the information supplied here is correct.

Name: Wendy Lee (Pres)

Signature: Wendy Lee

Position in organisation: President

Date: 2. Nov 2017

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.



## 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	
Wallpaper mural	\$	500.00
Hanging extras	\$	450.00
	\$	75.00
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cost (GST inclusive / exclusive. Please delete one)		\$ 1025.00

### 4.2 Project Income

Outline how the costs of the project will be met:

Item	Amount	
Donated material	\$	
Cash in hand towards project	\$	100.00
Intended fundraising (provide an estimate)	\$	
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total funds available (GST inclusive / exclusive. Please delete one)		\$

**Amount of funding you are requesting**

**from Rangitikei District Council:**

\$ 925.00

Bulls Toy Library  
58 High St  
Bulls  
4818  
0210 840 3043

Dear Grants Administrator,

Please find enclosed our application for funding from the Community Initiatives Fund.

You may notice that our application is quite different from applications in the past. I would like to explain the reasoning behind this to support our application.

The Bulls Toy Library closed for approximately 10 months from September 2016 to July 2017. We have re-opened this year with a new committee who are dedicated to building the toy library back up to its former glory and we are well on our way with this. Since re-opening in late July we now have 25 members. We have 9 committee members, and a number of members who volunteer their time to ensure the toy library can open for its members.

The toy library has been lucky enough to receive some funding to replace toys already but it is only the tip of the iceberg – we still have many, many toys that we need to replace due to missing parts or the toy being so worn out. Ensuring our toys are complete and in good condition is a huge part of our success and so this is an ongoing project. We do conduct our own fundraisers but so far have not been able to make much money with these – its all a learning curve for us as we are all new to the toy library.

The toy library is such a positive addition to the Bulls community, we have had wonderful feedback from our members and other members of the community. Play is a huge part of learning for children, and it is also a wonderful way for new mothers to meet other mothers living in their local area. We have a large variety of members ranging from first time mums to grandparents, to in home educators and the local YMCA after school care program!

We would be so grateful to have your support in updating the toys for the benefit of our local children. We have had such a positive response to the toy library re-opening that we want to make sure we can keep these new members and gain some new ones.

Please don't hesitate to call me if you have any questions.

Kind regards,



Ellen McSweeney

Treasurer  
Bulls Toy Library Incorporated



### 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 Toy Library Incorporated

Street address: 58 High St Bulls

Postal address: 659 Parewanui Road  
RD1 Bulls

Post Code: 4894

Contact 1 Name Ellen McSweeney

Telephone (day) 021 0840 3043

Email: BULLSTL17@GMAIL.COM

Contact 2 Name Rachael Carter

Telephone (day): 022 013 9658

Email: BULLSTL17@GMAIL.COM

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

INCORPORATED SOCIETY.

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

To provide fun and educational toys  
to the families of Bulls. To provide  
an affordable membership fee so that  
all families can be able to access w.

## 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? Replacing toys.

3.2 When will it take place? Ongoing.

3.3 Where will it take place? Toy Library.

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.*

Replace toys with missing pieces and  
toys that are old/worn out. This  
will be an ongoing project as  
we have so many toys to replace

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.



### 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? The children of Bull and surrounding area who have signed up to be a member / prospective members. Families will benefit as toy libraries are environmentally friendly and make rotation of toys easier.

3.7 How will the people who will benefit from your project know

that it is happening? Facebook is our main communication tool, but we will also send out emails directly to members.

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

Facebook, ad in district monitor.

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: Member numbers - hopefully will increase

Target 2: Active members - increased numbers of active vs inactive members.

Target 3: Member feedback + community engagement

## 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	
Purchase of new top	\$	1354.63
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cost (GST inclusive / exclusive. Please delete one)		\$ 1354.63

### 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)	\$	100 -
Ticket sales	\$	
Other sponsorship/grants (please specify source/s below)	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total funds available (GST inclusive / exclusive. Please delete one)		\$

Amount of funding you are requesting

from Rangitikei District Council:

\$ 1254.63



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	
Administration costs 2012	\$	377.55
Administration " 2013	\$	38
Administration costs 2014	\$	399.80
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

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

Name: Ester Romp

Telephone (day): 027 275 1645

Name: Raewyn Turner

Telephone (day): 06 322 1181

## 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Ellen McSweeney

Signature: Ellen McSweeney

Position in organisation: Treasurer

Date: 1-11-2017

☒ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.



## QUOTE

Bulls Toy Library  
Bulls

**Date**  
01 Nov 2017

**Expiry**  
01 Dec 2017

**Quote No.**  
QU-0106

**Reference**  
CP/Ezy/Jayz/M  
S/MB/RDL/SP/T  
T

Toy Express  
A division of TLFNZ  
Christchurch Community House  
301 Tuam Street  
CHRISTCHURCH  
8011

0800 148 699

[TEaccounts@toylibrary.co.nz](mailto:TEaccounts@toylibrary.co.nz)

### RDC Grant

Description	Quantity	Unit Price	GST	Amount NZD
Birthday party cake	1.00	28.9565	15%	28.96
Freight, Freight oncharge @ cost	1.00	7.00	15%	7.00
Ezyroller green	1.00	108.6957	15%	108.70
Freight, Freight oncharge @ cost	1.00	10.00	15%	10.00
Dolls house play back zipbin	1.00	26.087	15%	26.09
Freight, Freight oncharge @ cost	1.00	8.00	15%	8.00
G bike yellow	1.00	128.00	15%	128.00
Maxi micro deluxe yellow	1.00	153.913	15%	153.91
Mini micro deluxe purple	1.00	104.3478	15%	104.35
Freight, Freight oncharge @ cost	1.00	14.20	15%	14.20
Wooden pirate ship	1.00	111.9043	15%	111.90
Sidney school bus	1.00	59.8696	15%	59.87
Bug catcher	1.00	11.00	15%	11.00
Click Blocks Primary Basic	1.00	39.913	15%	39.91
Freight, Freight oncharge @ cost	1.00	10.00	15%	10.00
4 stage rocket ship	1.00	121.3913	15%	121.39
Freight, Freight oncharge @ cost	1.00	12.00	15%	12.00
Boogie Bus	1.00	40.7826	15%	40.78
Cash register	1.00	38.087	15%	38.09
3 car garage	1.00	30.00	15%	30.00

Description	Quantity	Unit Price	GST	Amount NZD
Pet Vet	1.00	54.00	15%	54.00
Owl about waterfall	1.00	21.7391	15%	21.74
Freight, Freight oncharge @ cost	1.00	10.00	15%	10.00
Animal car with 10 animals	1.00	23.0435	15%	23.04
Freight, Freight oncharge @ cost	1.00	5.00	15%	5.00
			Subtotal	1,177.93
			Total GST 15%	176.70
			<b>TOTAL NZD</b>	<b>1,354.63</b>

#### TERMS

Please review this quote and confirm the order prior to the expiry date as noted above.

No warranties either express or implicit by law are made with respect to these goods.



# Deposit

DATE

NOTES

\$

COINS

\$

TOTAL CASH

\$

CHEQUES

AS REVERSE

\$

TRANSFER FROM ACCOUNT No.

\$

TOTAL

\$

Bulls

133 Bridge Street, Bulls, NZ

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

BULLS TOY LIBRARY INCORPORATED

⑈030605⑈ 0172999⑈00 ⑈ 50







## Rangitikei District Council

RECEIVED

- 3 NOV 2017

To: C.R  
File: 3-GF-8-1  
Doc: 17 0924

# Community Initiatives Fund Application Form 2017/18

### PLEASE NOTE

Applications close 12.00 pm (noon), Friday 3 November 2017. The Finance/Performance Committee will consider the applications at its meeting on 30 November 2017.

### 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) Friday 3 November 2017. Late applications will NOT be considered.**

**All sponsorship applications are copied into the Finance/Performance Committee Order Paper 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: Marton School

Street address: Hereford St, MARTON

Postal address: \_\_\_\_\_  
as above

Post Code: 4710

Contact 1 Name Brya Dixon

Telephone (day) 06 3278555

Email: principal@marton.school.nz

Contact 2 Name Christine Whitcombe

Telephone (day): 06 3278555

Email: office@marton.school.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:

0	5	2
---	---	---

3	7	0
---	---	---

7	8	7
---	---	---

Bank account:

0	3
---	---

0	6	8	3
---	---	---	---

0	1	4	4	0	0	2
---	---	---	---	---	---	---

0	0	0
---	---	---

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

*Attach additional sheets if you need to*

To provide a quality education to children in Year 1 - 8; instilling a love and curiosity for "Learning for Life" and developing the qualities of STARS: being Self-Motivated, Taking Risks, Articulate, Resilient and Solving Problems - skills to ensure success in their future .

## 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? \_\_\_\_\_  
Marton School Hangi

3.2 When will it take place? Friday 8 December

3.3 Where will it take place? Marton School

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.*

See attached sheet

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?** Children and staff of Marton School, families associated with our school and the wider Marton Community.

**3.7 How will the people who will benefit from your project know**

that it is happening? Information will be shared via Marton School newsletters, Facebook Page, posters that will be designed by children and delivered to local businesses for display and promotional articles in the local newspapers.

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

We will use the Rangitikei District Council name and logo in advertising material and acknowledge the support in our newsletters, Facebook posts and thank you notices.

**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:** In an authentic context, teach the tikanga / protocols of food preparation and hangi to all 175 children at Marton School. 62 senior students will be actively involved in the preparation and experience of the hangi.

**Target 2:** Engage up to 25% of our families in being actively involved in the preparation, laying and lifting of the hangi.

**Target 3:** Engage the wider Marton Community in the experience through providing hangi for sale (by ticket x 100)

## 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	
Hangi Baskets x 6	\$	\$754.00
Volcanic Rocks x 1/2 cubic metre	\$	180.00
Railway Sleepers - Steel	\$	
Mutton Cloth - 60m	\$	56.00
Gas Blow Torches	\$	185.00
Polypail with lids x 15	\$	384.45
Hoses - Heavy Duty - 100m	\$	99.82
Bin supertuff x 2	\$	82.92
Potato Sacks	\$	56.70
Foil Trays with Lids	\$	259.00
	\$	
<b>Total Cost (GST inclusive / exclusive. Please delete one)</b>	\$	2057.89

### 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	\$	1000.00
<b>Other sponsorship/grants (please specify source/s below)</b>	\$	
Ticket Sales will be used to offset the costs of	\$	
purchasing food items and freight for getting	\$	
items purchased to us.	\$	
	\$	
<b>Total funds available (GST inclusive / exclusive. Please delete one)</b>	\$	

**Amount of funding you are requesting**

**from Rangitikei District Council:**

**\$2000.00**

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*

- ☒ Answered all of the questions?
- ☒ Does your financial information add up? **Please check!**
- ☒ Provided daytime phone numbers?
- ☒ Provided full details of your event and included extra pages as appropriate?
- ☒ Provide quotes for all appropriate items?
- ☒ Provided a pre-printed deposit slip or statement header?
- ☒ 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: Tony Ward

Telephone (day): 0273163775

Name: Brendon Shoebridge

Telephone (day): 02108105056

#### 5. DECLARATION

☒ I declare that the information supplied here is correct.

Name: Brya Dixon

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

Position in organisation: Principal

Date: 2. 11.2017

☐ Please tick here if you would like to speak with the Committee about your project. The Committee will meet on 27 July 2017. The Grants Administrator will contact you with more details.

### **3.5: Describe your project in detail**

To educate learners at Marton School and the wider community about the heritage of Maori people, through food by having a hangi for the members of the school and wider community. Maori heritage is not easily available in Marton.

Children and staff in our school have been learning te reo and Maori tikanga, which included a visit to a marae to experience powhiri and culture in an authentic context. This initiative would be a great way for our school to share our learning and the heritage of the whenua and iwi that reside here.

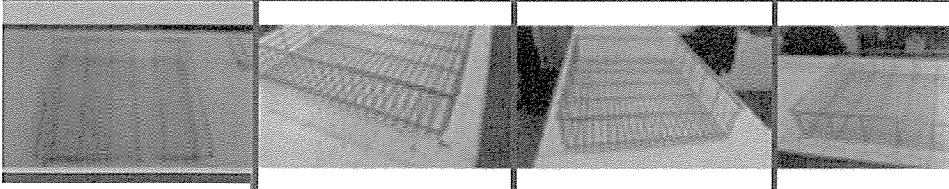
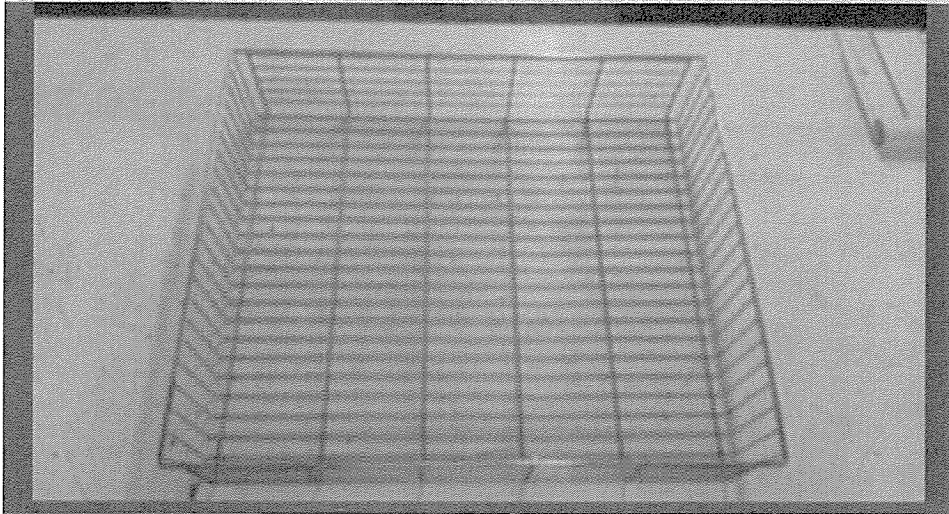
This initiative is a great way to plant the seeds (so as to speak) within the community to encourage all to learn about our beautiful Maori heritage.

This initiative can be ongoing, using the resources to continue to support our learning in future years as well as providing a valuable fundraiser for the school.





## Details



### STAINLESS STEEL HANGI BASKET

\$74.50 ▼

Auckland City, Auckland

Closes: Tue 7 Nov • No bids • New

Starting bid: \$74.50

Place Bid

DETAILS



44% 8:41 am

\$74.50

Auckland City, Auckland

Closes: Tue 7 Nov • No bids • New

Starting bid: \$74.50

Place Bid

## DETAILS

Limited quantity stainless steel hangi baskets.  
650mm x 550mm x 130mm.  
Bargain price due to cancelled shipment.

\*\*\*\*\* PROUDLY NZ MADE \*\*\*\*\*

Questions & answers



Shipping

\$7.00 to \$32.50



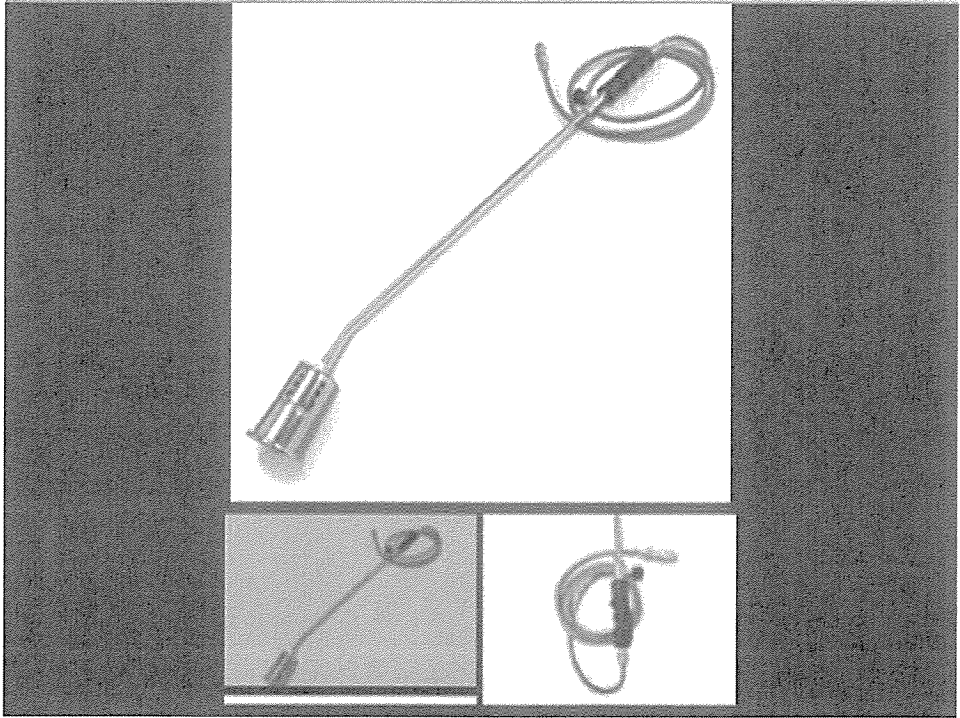
Pickups

Allowed

Payment

Cash, NZ Bank Deposit





LPG Torch Weed Burner-  
Blowtorch Pig De-Bristler

\$185.00 ▼ \$185.00

Manukau City, Auckland

Closes: 8 hrs • No bids • New



71%

11:46 pm

Blowtorching Pipe - Blusci

\$185.00 ✓ \$185.00



Manukau City, Auckland

Closes: 8 hrs • No bids • New

Starting bid: \$185.00

Place Bid

Buy Now: \$185.00

Buy Now

## DETAILS

New LPG burning / heating blowtorch, complete and ready to run. 60mm wide burner head – extension length 600mm fitted with heavy duty stainless steel tube and 2 meters orange hose; brass heating nozzle for heats quickly reaches high temperature powerful flame, economiser handle turning knob for windy conditions and gas saving; easy to operate for all kind of burning job. No regulator required. Operates off high pressure LPG supply so works well in windy conditions. supplied ready to use with common standard







71%



11:46 pm

supplied ready to use with common standard  
larger QCC or POL LPG cylinders.

Great torch for garden weeds control or pig  
bristle cleaning. Also good for starting  
campfires, heating hangi stones. Able to be  
taken apart for easy transport. Made in Italy  
Auction is for the complete set of new torch  
with LPG connector and 2m NZ standard high  
pressure LPG hose, its easy fits into all  
standard BBQ cylinders and ready for use.

---

Questions & answers



---

Shipping

\$10.00 to \$20.00



---

Pickups

Allowed

---

Payment

Cash, NZ Bank Deposit,  
Eftpos

---

About the seller

ibuyit2



---

Listing #1449638313

69 views



67%

12:35 am

Wetta Gardener 12mmx100m Ur

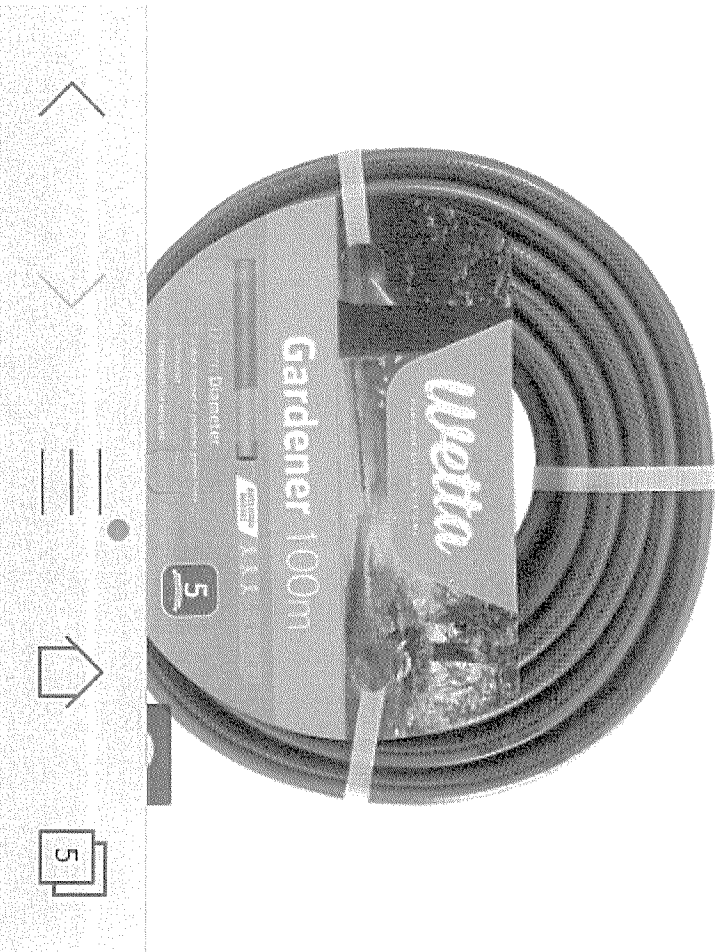
Back

Hoses

Search everything...

# Wetta Gardener 12mmx100m Unfitted Hose

SKU: 00277647





67% 12:35 am



**\$99.<sup>82</sup>**

Price correct as at Fri 03 Nov  
2017 12:33:58am

Qty:

1 ▼

Add to Wish List

Not all products available in all stores





41% 8:55 am



Trade Me



Trade Me

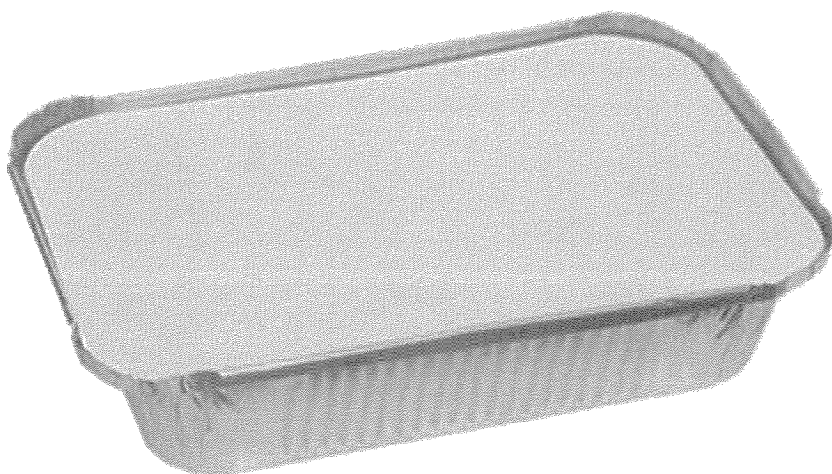
Trade Me

View

VIEW IN APP



Details



FOIL HANGI TRAYS WITH LIDS -







41% 8:55 am



Trade Me



## FOIL HANGI TRAYS WITH LIDS - 1 CTN OF 500

Price: \$259.00

Wanganui, Wanganui

Closes: 7 hrs • No bids • New

Buy Now: \$259.00

Buy Now

### DETAILS

What we call the hangi tray.

Ideal for preparing hangi fundraising meals,  
takeaway meals, doggie bag containers for  
restaurants.

Price is for 500 trays and lids.

Volume of container - 1100 ml

Measures: 229 x 169 x 50 mm high.

FREE FREIGHT EXCLUDES RURAL AND  
OFFSHORE ADDRESSES.



Marton Farmlands                      Marton  
61 Pukepapa Road  
Marton  
Manawatu

Cash Sale  
C/- Farmlands Support Office

02/11/17      16:29

Till              9

Operator              1460

Transaction Number  
1033435  
Tax Invoice (Incl GST) GST #  
13-055-904  
13-055-904

Customer Order Reference

Qty	Price	Total	
102036	1	3.74	3.74
Hansen Male Straight 15mm HMS15			
131223	1	9.03	9.03
Hansen Male Bend Long 15mm HMB15			
102055	1	4.65	4.65
Hansen Female Straight 15mm HFS15			
181178	1	29.44	29.44
Guyco Ball Valve 15mm			
162721	15	25.63	384.45
Bucket 20Lt Polypail With Lid			
166118	30	1.89	56.70
Sack Hessian Potato 20kg Bale			
103003	1	82.32	82.32
Pipe Alkathene 15mm x 100m			
GST			74.41

Total including

570.33

Customer

.....

Hose  
(see other  
Quote)

# Q U O T E

T & J MCILWAIN LTD  
35 RUSSELL ST MARTON

02/11/2017 Op:NW Till:A1

Quote#: A-1749.1  
Customer Ref: HANGI  
Valid Until: 02/12/2017  
Deposit: 50%

To: Q10151

BRIAR DICKSON  
MARTON SCHOOL

Ph: #  
Customer: BRIAR DICKSON

## BIN GARBAGE SUPATUFF 100L

110613	EACH	
1 @	\$41.46	\$41.46

Total(incl GST)	\$41.46
-----------------	---------



100000100527

# Q U O T E

## Terms and Conditions

Placing an order for Extra Choice Items requires full payment for all custom made products and products under \$200. For products over \$200, a \$200 deposit or the deposit percentage shown in this docket is required, whichever is greater.

Custom made orders cannot be returned or cancelled.

Other products may be returned or cancelled prior to delivery but are subject to a 20% restocking fee.

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

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

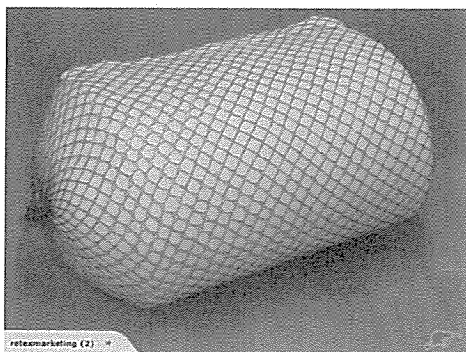
Date: \_\_\_\_\_

Home &gt; Home &amp; living &gt; Food &amp; beverage &gt; Other

## Mutton/Cheese Cloth 2.5kg Roll

New item

By retemarketing (2)



100% cotton. Handy 2.5kg roll (approx. 60 mtrs). Very soft and beige in colour. Multi purpose uses. Great for panel beaters, spray painters, furniture manufacturing, tilers, dishwashing plus many more applications including Hangi's.

Questions welcome.


Invoice Supplied on all Purchases

Questions Welcomed

Freight is per bag ordered. We courier using PBT Transport.

Thank you for your Support.

Listing #: 1456483573

 Waitakere City, Auckland, NZ


View Count: 14

Closes: Wed 8 Nov, 3:50 pm  
(5 days, 5 hours, 32 minutes)

Buy Now **\$56.00**

Start price **\$56.00**  
No reserve

Starting bid **\$56.00**

☐ Auto-bid 

Place bid

Shipping

From \$5.00

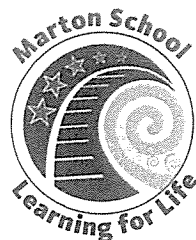
More...

Learn how we keep you safe.  
View our Trust & Safety Blog.



# **Marton School**

## **Financial Statements for the year ended 31 December 2016**



<b>School Address:</b>	Hereford Street, Marton, 4710
<b>School Postal Address:</b>	Hereford Street, Marton, 4710
<b>School Phone:</b>	06 327 8555
<b>School Email:</b>	<a href="mailto:office@marton.school.nz">office@marton.school.nz</a>
<b>Ministry Number:</b>	2397

# **Marton School**

## **Financial Statements**

For the year ended 31 December 2016

### **Index**

<b>Page</b>	<b>Statement</b>
1	Statement of Responsibility
2	Statement of Comprehensive Revenue and Expense
3	Statement of Changes in Net Assets/Equity
4	Statement of Financial Position
5	Statement of Cash Flows
6 - 18	Notes to the Financial Statements
6 - 10	Statement of Accounting Policies
	Other Notes and Disclosures

**Marton School**  
**Statement of Responsibility**  
For the year ended 31 December 2016

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2016 fairly reflects the financial position and operations of the school.

The School's 2016 financial statements are authorised for issue by the Board.

ANTHONY WARD  
Full Name of Board Chairperson

Brya Dixon  
Full Name of Principal

AW  
Signature of Board Chairperson

[Signature]  
Signature of Principal

19.5.17  
Date:

19.5.17  
Date:

## Marton School

### Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2016

	Notes	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
<b>Revenue</b>				
Government Grants	2	1,205,860	1,040,362	1,029,823
Locally Raised Funds	3	76,042	41,108	83,389
Interest Earned		6,998	7,200	8,726
		<hr/>	<hr/>	<hr/>
		1,288,900	1,088,670	1,121,938
<b>Expenses</b>				
Locally Raised Funds	3	21,317	450	43,704
Learning Resources	4	796,354	676,807	718,136
Administration	5	95,214	95,182	90,664
Finance Costs		2,038	-	3,948
Property	6	306,474	295,409	216,742
Depreciation	7	46,958	15,750	46,954
Loss on Disposal of Property, Plant and Equipment		2,264	-	644
		<hr/>	<hr/>	<hr/>
		1,270,619	1,083,598	1,120,792
<b>Net Surplus</b>		18,281	5,072	1,146
Other Comprehensive Revenue and Expenses		-	-	-
<b>Total Comprehensive Revenue and Expense for the Year</b>		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		18,281	5,072	1,146

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





## Marton School

### Statement of Changes in Net Assets/Equity

For the year ended 31 December 2016

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Balance at 1 January	574,724	574,724	569,313
Total comprehensive revenue and expense for the year	18,281	5,072	1,146
Capital Contributions from the Ministry of Education			
Contribution - Furniture and Equipment Grant	4,938	-	4,265
Equity at 31 December	597,943	579,796	574,724
Retained Earnings	597,943	579,796	574,724
Equity at 31 December	597,943	579,796	574,724

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

# Marton School

## Statement of Financial Position

As at 31 December 2016

	Notes	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
<b>Current Assets</b>				
Cash and Cash Equivalents	8	85,235	97,893	83,558
Accounts Receivable	9	53,863	61,700	56,210
GST Receivable		5,046	5,700	5,631
Prepayments		11,537	400	360
Investments	10	204,060	180,000	197,763
		<hr/>	<hr/>	<hr/>
		359,741	345,693	343,522
<b>Current Liabilities</b>				
Accounts Payable	12	58,406	86,100	82,392
Revenue Received in Advance	13	10,000	5,000	13,997
Provision for Cyclical Maintenance	14	35,067	35,067	7,467
Painting Contract Liability - Current Portion	15	-	8,822	3,208
Finance Lease Liability - Current Portion	16	5,772	3,090	2,743
Funds held for Capital Works Projects	17	-	-	519
		<hr/>	<hr/>	<hr/>
		109,245	138,079	110,326
<b>Working Capital Surplus/(Deficit)</b>		250,496	207,614	233,196
<b>Non-current Assets</b>				
Property, Plant and Equipment	11	458,564	475,415	460,165
		<hr/>	<hr/>	<hr/>
		458,564	475,415	460,165
<b>Non-current Liabilities</b>				
Provision for Cyclical Maintenance	14	97,516	94,058	106,372
Finance Lease Liability	16	13,601	9,175	12,265
		<hr/>	<hr/>	<hr/>
		111,117	103,233	118,637
<b>Net Assets</b>		<hr/>	<hr/>	<hr/>
		597,943	579,796	574,724
<b>Equity</b>		<hr/>	<hr/>	<hr/>
		597,943	579,796	574,724

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

## Marton School

### Statement of Cash Flows

For the year ended 31 December 2016

		2016	2016	2015
	Note	Actual	Budget	Actual
		\$	(Unaudited)	\$
<b>Cash flows from Operating Activities</b>				
Government Grants		355,271	309,825	328,443
Locally Raised Funds		70,506	36,108	84,586
Goods and Services Tax (net)		585	1,800	1,781
Payments to Employees		(206,980)	(181,919)	(194,390)
Payments to Suppliers		(157,299)	(137,158)	(164,562)
Interest Paid		(2,038)	-	(3,948)
Interest Received		6,520	7,250	8,371
<b>Net cash from / (to) the Operating Activities</b>		<b>66,565</b>	<b>35,906</b>	<b>60,281</b>
<b>Cash flows from Investing Activities</b>				
Proceeds from Sale of PPE (and Intangibles)		-	-	2,898
Purchase of PPE (and Intangibles)		(46,579)	(26,743)	(26,192)
Purchase of Investments		(6,297)	50,000	28,103
<b>Net cash from / (to) the Investing Activities</b>		<b>(52,876)</b>	<b>23,257</b>	<b>4,809</b>
<b>Cash flows from Financing Activities</b>				
Furniture and Equipment Grant		4,938	-	4,265
Finance Lease Payments		(4,069)	3,957	3,802
Painting contract payments		(12,362)	(13,948)	(15,158)
Funds Administered on Behalf of Third Parties		(519)	-	519
<b>Net cash from Financing Activities</b>		<b>(12,012)</b>	<b>(9,991)</b>	<b>(6,572)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>1,677</b>	<b>49,172</b>	<b>58,518</b>
Cash and cash equivalents at the beginning of the year	8	83,558	48,721	25,040
<b>Cash and cash equivalents at the end of the year</b>	<b>8</b>	<b>85,235</b>	<b>97,893</b>	<b>83,558</b>

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

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

# Marton School

## Notes to the Financial Statements

For the year ended 31 December 2016

### 1. Statement of Accounting Policies

#### **Reporting Entity**

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

#### **Basis of Preparation**

##### ***Reporting Period***

The financial reports have been prepared for the period 1 January 2016 to 31 December 2016 and in accordance with the requirements of the Public Finance Act 1989.

##### ***Basis of Preparation***

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

##### ***Financial Reporting Standards Applied***

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

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

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

##### ***Measurement Base***

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

##### ***Presentation Currency***

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

##### ***Specific Accounting Policies***

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

##### ***Critical Accounting Estimates And Assumptions***

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

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

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

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 11.



## **Marton School**

# **Notes to the Financial Statements (cont.)**

For the year ended 31 December 2016

### ***Critical Judgements in applying accounting policies***

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

#### ***Classification of leases***

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 16.

#### ***Recognition of grants***

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

### **Revenue Recognition**

#### ***Government Grants***

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

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

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

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

#### ***Other Grants***

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

#### ***Donations, Gifts and Bequests***

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

#### ***Interest Revenue***

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

#### ***Use of Land and Buildings Expense***

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

#### ***Operating Lease Payments***

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

#### ***Finance Lease Payments***

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

#### ***Cash and Cash Equivalents***

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

## **Marton School**

# **Notes to the Financial Statements (cont.)**

For the year ended 31 December 2016

### **Accounts Receivable**

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

### **Inventories**

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

### **Investments**

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

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

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

The School has met the requirements under section 73 of the Education Act 1989 in relation to the acquisition of securities.

### **Property, Plant and Equipment**

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

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

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

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

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

### **Leased Assets**

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

## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

### *Depreciation*

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

The estimated useful lives of the assets are:

Building improvements – Crown	50 years
Furniture and equipment	10-20 years
Information and communication technology	5 years
Textbooks	3 years
Leased assets held under a Finance Lease	3-5 years
Library resources	12.5% Diminishing value

### **Impairment of property, plant, and equipment and intangible assets**

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

### *Non cash generating assets*

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

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

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

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

### **Accounts Payable**

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

### **Employee Entitlements**

#### *Short-term employee entitlements*

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to but not yet taken at balance date.

#### *Long-term employee entitlements*

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows

## **Marton School**

# **Notes to the Financial Statements (cont.)**

For the year ended 31 December 2016

### **Revenue Received in Advance**

Revenue received in advance relates to fees received for the all weather surface where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to the all weather surface, should the School be unable to provide the services to which they relate.

### **Provision for Cyclical Maintenance**

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

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

### **Financial Assets and Liabilities**

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

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

The School's financial liabilities comprise accounts payable, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

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

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

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

Commitments and contingencies are disclosed exclusive of GST.

### **Budget Figures**

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

### **Services received in-kind**

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



## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

## 2 Government Grants

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Operational grants	294,874	272,406	267,301
Teachers' salaries grants	657,660	552,264	589,386
Use of Land and Buildings grants	179,820	178,273	114,622
Other MoE Grants	73,506	37,419	58,514
	<u>1,205,860</u>	<u>1,040,362</u>	<u>1,029,823</u>

## 3 Locally Raised Funds

Local funds raised within the School's community are made up of:

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
<b>Revenue</b>			
Donations	38,184	26,908	28,614
Fundraising	11,798	9,000	25,213
Other revenue	7,869	-	-
Trading	146	-	9
Activities	<u>18,045</u>	<u>5,200</u>	<u>29,553</u>
	76,042	41,108	83,389
<b>Expenses</b>			
Activities	11,957	450	27,193
Trading	170	-	-
Other Locally Raised Funds Expenditure	<u>9,190</u>	<u>-</u>	<u>16,511</u>
	21,317	450	43,704
<b>Surplus for the year Locally Raised Funds</b>	<u>54,725</u>	<u>40,658</u>	<u>39,685</u>

The school would like to acknowledge the receipt of \$10,000 from the Dudding Trust to be spent on an All Weather surface in 2017.

## 4 Learning Resources

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Curricular	20,609	23,727	22,978
Information and communication technology	6,694	5,980	5,647
Library resources	937	1,545	1,112
Employee benefits - salaries	756,521	635,055	681,558
Staff development	<u>11,593</u>	<u>10,500</u>	<u>6,841</u>
	<u>796,354</u>	<u>676,807</u>	<u>718,136</u>

## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

### 5 Administration

	2016	2016	2015
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Audit Fee	4,256	4,696	5,785
Board of Trustees Fees	3,405	3,680	3,130
Board of Trustees Expenses	2,349	3,700	-
Communication	2,225	2,170	3,528
Consumables	871	2,200	3,256
Operating Lease	2,945	6,840	3,228
Other	17,170	16,660	15,629
Employee Benefits - Salaries	56,099	49,873	50,737
Insurance	1,718	1,343	1,351
Service Providers, Contractors and Consultancy	4,176	4,020	4,020
	<u>95,214</u>	<u>95,182</u>	<u>90,664</u>

### 6 Property

	2016	2016	2015
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Caretaking and Cleaning Consumables	4,225	3,727	3,666
Cyclical Maintenance Provision	26,762	27,434	14,642
Grounds	11,357	7,340	5,751
Heat, Light and Water	16,184	17,573	16,020
Repairs and Maintenance	10,879	7,937	6,872
Use of Land and Buildings	179,820	178,273	114,622
Security	2,568	3,020	2,767
Employee Benefits - Salaries	54,679	50,105	52,402
	<u>306,474</u>	<u>295,409</u>	<u>216,742</u>

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

### 7 Depreciation of Property, Plant and Equipment

	2016	2016	2015
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Buildings - School	5,138	-	5,138
Furniture and Equipment	17,483	9,500	16,024
Information and Communication Technology	17,850	5,000	21,670
Leased Assets	5,078	-	2,556
Library Resources	1,409	1,250	1,566
	<u>46,958</u>	<u>15,750</u>	<u>46,954</u>

## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

### 8 Cash and Cash Equivalents

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Cash on Hand	134	134	134
Bank Current Account	33,524	42,759	31,919
Bank Call Account	51,577	55,000	51,505
Net cash and cash equivalents and bank overdraft for Cash Flow Statement	85,235	97,893	83,558

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

### 9 Accounts Receivable

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Receivables	2,000	500	461
Interest Receivable	2,043	1,200	1,565
Bank Staffing Underuse	7,852	-	-
Teacher Salaries Grant Receivable	41,968	60,000	54,184
	53,863	61,700	56,210
Receivables from Exchange Transactions	4,043	1,700	2,026
Receivables from Non-Exchange Transactions	49,820	60,000	54,184
	53,863	61,700	56,210

### 10 Investments

The School's investment activities are classified as follows:

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Current Asset			
Short-term Bank Deposits	204,060	180,000	197,763

The carrying value of long term deposits longer than 12 months approximates their fair value at 31 December 2016.

Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

## 11 Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2016	\$	\$	\$	\$	\$	\$
Buildings	187,528	-	-	-	(5,138)	182,390
Furniture and Equipment	193,541	32,733	-	-	(17,483)	208,791
Information and Communication Technology	54,227	3,875	-	-	(17,850)	40,252
Leased Assets	13,910	8,434	-	-	(5,078)	17,266
Library Resources	10,959	2,579	(2,264)	-	(1,409)	9,865
Balance at 31 December 2016	460,165	47,621	(2,264)	-	(46,958)	458,564

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2016	\$	\$	\$
Buildings	256,906	(74,517)	182,389
Furniture and Equipment	444,966	(236,173)	208,793
Information and Communication Technology	342,069	(301,817)	40,252
Leased Assets	62,248	(44,983)	17,265
Library Resources	29,287	(19,422)	9,865
Balance at 31 December 2016	1,135,476	(676,912)	458,564

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2015	\$	\$	\$	\$	\$	\$
Buildings	192,666	-	-	-	(5,138)	187,528
Furniture and Equipment	196,528	13,551	(510)	-	(16,024)	193,545
Information and Communication Technology	67,247	9,607	(958)	-	(21,670)	54,226
Leased Assets	10,103	16,465	(10,103)	-	(2,556)	13,909
Library Resources	11,523	1,949	(949)	-	(1,566)	10,957
Balance at 31 December 2015	478,067	41,572	(12,520)	-	(46,954)	460,165

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2015	\$	\$	\$
Buildings	256,906	(69,378)	187,528
Furniture and Equipment	412,232	(218,691)	193,541
Information and Communication Technology	338,194	(283,967)	54,227
Leased Assets	53,814	(39,904)	13,910
Library Resources	33,660	(22,701)	10,959
Balance at 31 December 2015	1,094,806	(634,641)	460,165



## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

### 12 Accounts Payable

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Operating creditors	6,457	18,000	10,094
Accruals	4,258	5,100	5,030
Capital accruals for PPE items	-	-	7,392
Banking staffing overuse	-	-	2,628
Employee Entitlements - salaries	41,968	60,000	54,184
Employee Entitlements - leave accrual	5,723	3,000	3,064
	<u>58,406</u>	<u>86,100</u>	<u>82,392</u>
Payables for Exchange Transactions	58,406	86,100	82,392
	<u>58,406</u>	<u>86,100</u>	<u>82,392</u>

The carrying value of payables approximates their fair value.

### 13 Revenue Received in Advance

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Other	10,000	5,000	13,997
	<u>10,000</u>	<u>5,000</u>	<u>13,997</u>

### 14 Provision for Cyclical Maintenance

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Provision at the Start of the Year	113,839	113,839	103,601
Increase to the Provision During the Year	15,778	27,434	14,642
Adjustment to the Provision	23,346	15,286	(4,404)
Use of the Provision During the Year	(20,380)	(27,434)	-
Provision at the End of the Year	<u>132,583</u>	<u>129,125</u>	<u>113,839</u>
Cyclical Maintenance - Current	35,067	35,067	7,467
Cyclical Maintenance - Term	97,516	94,058	106,372
	<u>132,583</u>	<u>129,125</u>	<u>113,839</u>

### 15 Painting Contract Liability

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
Current Liability	-	8,822	3,208
Non Current Liability	-	-	-
	<u>-</u>	<u>8,822</u>	<u>3,208</u>

In 2014 the Board signed an agreement with Programmed Maintenance Services Ltd (the contractor) for an agreed programme of work covering a ten year period. The programme provides for an exterior repaint of the Ministry owned buildings in 2018, with regular maintenance in subsequent years. The agreement has an annual commitment of \$19,562. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

## 19 Remuneration

### *Key management personnel compensation*

Key management personnel of the School include all trustees of the Board, Principal, Deputy Principals and Heads of Departments.

	2016 Actual \$	2015 Actual \$
<i>Board Members</i>		
Remuneration	3,405	3,130
Full-time equivalent members	0.16	0.16
<i>Leadership Team</i>		
Remuneration	378,520	124,799
Full-time equivalent members	4.00	1.00
Total key management personnel remuneration	381,925	127,929
Total full-time equivalent personnel	4.16	1.16

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

### *Principal*

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

	2016 Actual \$000	2015 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	120 - 130	120 - 130
Benefits and Other Emoluments	3 - 4	0 - 5
Termination Benefits	-	-

### *Other Employees*

No other employee received total remuneration over \$100,000 (2015: Nil).

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

## 20 Compensation and Other Benefits Upon Leaving

There were no compensation or other benefits paid or payable to persons upon leaving.

## Marton School

# Notes to the Financial Statements (cont.)

For the year ended 31 December 2016

## 21 Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2016.

(Contingent liabilities and assets as at 31 December 2015: nil)

## 22 Commitments

### (a) Capital Commitments

The Board considers there to be no contractual commitments at the above date other than those disclosed in the preceding financial statements and detailed below.

(Capital commitments as at 31 December 2015: nil)

### (b) Operating Commitments

As at 31 December 2016 the Board has entered into the following contracts:

- operating lease for MOE TELA laptops
- painting the interior and exterior of the school buildings

	2016 Actual \$	2015 Actual \$
No later than One Year	22,916	20,228
Later than One Year and No Later than Five Years	107,800	78,814
Later than Five Years	40,760	78,248
	<u>171,476</u>	<u>177,290</u>

## 23 Managing Capital

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

## 24 Financial Instruments

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

	2016 Actual \$	2016 Budget (Unaudited) \$	2015 Actual \$
<b>Loans and receivables</b>			
Cash and Cash Equivalents	85,235	97,893	83,558
Receivables	53,863	61,700	56,210
Investments - Term Deposits	204,060	180,000	197,763
Total Cash and Receivables	<u>343,158</u>	<u>339,593</u>	<u>337,531</u>
<b>Financial liabilities measured at amortised cost</b>			
Payables	58,406	86,100	82,392
Finance Leases	19,373	12,265	15,008
Painting Contract Liability	-	8,822	3,208
Total Financial Liabilities Measured at Amortised Cost	<u>77,779</u>	<u>107,187</u>	<u>100,608</u>

## 25 Events After Balance Date

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

## 26 Prior Year Comparatives

Comparative figures included in the financial statements relate to the financial year ended 31 December 2015. Where necessary these figures have been reclassified on a basis consistent with current disclosure for the year ended 31 December 2016.

## Marton School

# Members of the Board of Trustees

Name	Position	How position on Board gained	Occupation	Term expired/expires
Brya Dixon	Principal	Appointed 2004	Principal	
Tony Ward	Parent Rep	Re-elected 2016	Company Director	April 2019
Sandra Lumsden	Parent Rep	Elected May 2013	Sales	April 2016
Michelle Wing	Parent Rep	Re-elected 2016	Dental Assistant	April 2019
Fiona Low	Staff Rep	Re-elected 2016	Teacher	April 2019
Louise Nolan	Parent Rep	Co-opted Feb 2014	Sales	April 2016
Brendan Shoebridge	Parent Rep	Elected May 2016	Store owner	April 2019
Kathryn Williams	Parent Rep	Elected May 2016	Early Childhood Educator	April 2019
Nordia Gower	Parent Rep	Elected May 2016	Administrator	April 2019



Deposit

Westpac New Zealand Limited

Marton  
262 Broadway, Marton, Manawatu-Wanganui

DATE	
NOTES	\$
COINS	\$
TOTAL CASH	\$
CHEQUES AS REVERSE	\$
TRANSFER FROM ACCOUNT No.	\$

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

TRANSFER FROM ACCOUNT No.

MARTON SCHOOL BOARD OF TRUSTEES

TOTAL \$

⑈030683⑈ 0144002000 ⑈ 50