



RANGITIKEI
DISTRICT COUNCIL

Making this place home.

Hunterville Community Committee

Order Paper

Monday 18 June 2018 at 6.30pm

Hunterville Town Hall, Bruce Street, Hunterville

Website: www.rangitikei.govt.nz
Telephone: 06 327-0099

Email: info@rangitikei.govt.nz
Facsimile: 06 327-6970

Chair

Karen Kennedy

Membership

Sandra Carroll, Maureen Fenton, Richard Gower, Trevor O'Connor, Jean Signal,
Lynette Thompson, Erina True, Jane Watson
His Worship the Mayor, Andy Watson, (ex officio)

Councillor Dean McManaway and Cr Ruth Rainey

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

Rangitīkei District Council

Hunterville Community Committee Meeting

Agenda – Monday 18 June 2018 – 6:30 PM



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

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

1 Welcome

2 Public Forum

3 Apologies

4 Members' conflict of interest

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

5 Confirmation of order of business

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

6 Confirmation of Minutes

The Minutes for the meeting of the Hunterville Community Committee held on 16 April 2018 are attached.

File ref: 3-CC-1-2

Recommendation:

That the Minutes of the Hunterville Community Committee meeting held on 16 April 2018 be taken as read and verified as an accurate and correct record of the meeting.

7 Chair's Report

A verbal report will be provided at the meeting.

8 Council decisions on recommendations from the Committee

Council confirmed the recommendation (18/HCC/007) to install a drinking fountain in the Hunterville Domain.

9 Council responses to queries raised at previous meetings

Ongo Stream

The Area Engineer for Horizons Regional Council has looked at Mr Hunter's concerns. A verbal update will be provided to the Committee.

Update on the Public Toilets:

An update will be provided at the meeting is regards to:

- The cleaning contract.
- The structural work completed and the remaining support clamp.

10 Consideration of applications to the Community Initiatives Fund

A report is attached.

File ref: 3-GF-8-3

The Project Litefoot Trust are looking to work with two clubs in Hunterville, The Rangitira Golf Club and the Hunterville Bowling Club. They are receiving funding from Sport Whanganui, but are requesting funds to cover the shortfall of \$1,130.45 per club. Each club will cost \$3,105 to upgrade.

Application is for \$2,260.90.

Recommendations:

- 1 That the report 'Consideration of applications for the Community initiative Fund 2018/2019 – Round 1' be received.
- 2 That the following Project Report Form be received:
 - Project LiteFoot Trust Project Report form R2 2017
- 3 That the Hunterville Community Committee approve the applications, listed below, and disperse the Community initiatives Fund as outlined to successful applicants:
 - Project LiteFoot Trust – LiteClub Rangitikei: Rangitira Golf Club and the Hunterville Bowling Club.

11 Update on place-making initiatives

Committee members will report.

12 Small Projects Fund – update

A memorandum is attached.

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

File ref: 3-CC-1-1

Recommendations:

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

2. That the Hunterville Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.

13 Current infrastructure projects/upgrades and other Council activities within the ward

A report is attached.

File ref: 3-CC-1-4

Recommendation:

That the memorandum 'Extract from activity report to the Assets/Infrastructure Committee's March - April 2018' be received.

14 Late Items

As accepted in item 5.

15 Next meeting

20 August 2018 at 6:30 pm

16 Meeting Closed

Attachment 1

Rangitikei District Council

Hunterville Community Committee Meeting

Minutes – Monday 16 April 2018 – 6:30 PM



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21	Meeting Closed	7

The quorum for the Hunterville Community Committee is 5 plus an Elected Member.

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

Present: Ms Karen Kennedy, Chair
Ms Sandra Carroll
Ms Maureen Fenton
Mr Richard Gower
Ms Jean Signal
Ms Lynette Thompson
Ms Jane Watson
Mr Trevor O'Connor
Cr Dean McManaway
His Worship the Mayor Andy Watson (ex officio)

In attendance: Mr Sam Hunter
Ms Nardia Gower, Governance Administrator
Mr George McIrvine, Finance and Business Manager
Cr Lynne Sheridan
Mr Hunter
Mr Chase

Unconfirmed

1 Welcome

The meeting started at 6:30 pm. The Chair welcomed everyone to the meeting.

2 Mayoral presentation on the consultation document

His Worship the Mayor, Andy Watson, provided the meeting with a presentation on the Long Term Plan Consultation Document.

3 Public Forum

Mr Chase and Mr Hunter addressed the meeting with regard to flooding issues on their respective properties siting Onga Stream and Council drainage as the main cause, suggesting the sump is filling up from the creek. His Worship the Mayor and/or Cr McManaway will meet with Council staff and Mr Chase and Mr Hunter on site to access the sump, drainage and stream. His Worship the Mayor suggested that Mr Chase and Mr Hunter submit on both the Rangitikei District Council and the Horizons Regional Council Long Term Plan.

4 Apologies

That the apology for the absence of Ms Erina True be received.

5 Members' conflict of interest

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

Mr O'Connor declared a conflict of interest in relation to a matter in item 17: Small Project Grant.

Mr Gower declared a potential conflict of interest in regard to the late item as he sits on the Board of Trustees of Hunterville School.

6 Confirmation of order of business

The Committee agreed, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, that the following be dealt with as a late item at the meeting:

- Installation of a drinking fountain at the Domain,

The Committee agreed to deal with the late item first.

7 Late Items

As accepted in item 6.

The Committee discussed the high use of the Hunterville Domain by local sports club and the need for a drinking fountain.

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

That the Hunterville Community Committee recommends to Council that Council install a drinking fountain in the Hunterville Domain, suggesting that it could be connected to the building, utilising existing plumbing.

Mr Gower / Mr O'Connor. Carried

19 Confirmation of Minutes

Resolved minute number **18/HCC/008** **File Ref** **3-CC-1-2**

That the Minutes of the Hunterville Community Committee meeting held on 19 February 2018 be taken as read and verified as an accurate and correct record of the meeting.

Ms Kennedy / Mr Gower. Carried

8 Chair's Report

There was no update to report.

9 Council decisions on recommendations from the Committee

There were no recommendations to Council at the last meeting.

10 Council responses to queries raised at previous meetings

The Committee noted the commentary in the agenda.

11 Simultaneous Consultation – alongside “Unfolding the plan – Rangitikei 2018/2028”

The Committee noted the commentary in the agenda.

12 Representation Review – Pre-consultation

Cr McManaway and Cr Sheridan spoke to the item, explaining the two options for Rangitikei District's representation arrangements. Ms Gower expressed the desire of Council staff to have high level community engagement and feedback through submissions, and asked for the Committee to help in facilitating and promoting the matter.

13 Long Term Plan consultation

The Committee noted the commentary in the agenda.

Resolved minute number **18/HCC/009** **File Ref**

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

Ms Kennedy / Mr Gower. Carried

Resolved minute number **18/HCC/010** **File Ref**

That the Hunterville Community Committee nominate Ms Kennedy, Ms Thompsen, Mr Gower, Mr O'Connor, and Ms Watson to put in a submission on behalf of the Committee to the Consultation Document for the 2018-28 Long Term Plan.

Ms Kennedy / Mr O'Connor. Carried

14 Request for Service

The Committee noted the commentary in the agenda, and complemented the ease of system for informing the Council of issues.

15 Update on place-making initiatives

Cr McManaway noted that the Hunterville Lions club had a large working bee in Queens Park with more than 25 volunteers participating.

Poles for toilet signs have been erected; pricing for signs have not yet been received.

It was noted that the several service requests have been lodged with regard to the cleanliness of the public toilets. Cr McManaway informed the committee that structural work to the toilets has been completed; however, a support clamp remains erected in the arch.

Undertaking **Subject**

An update on the public toilets to be provided to the next meeting with regard to:

- The cleaning contract.
- The structural work completed and the remaining support clamp.

16 Ultra-Fast Broadband schedule

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

That the letter 'UFB2 Schedule Rangitikei' and Hunterville map be received.

Cr McManaway / Ms Kennedy. Carried

17 Small Projects Fund – update

The Committee discussed the following potential sites for public seating.

- Outside the Honey Shop.
- Outside the Hunterville Shop under the historic picture.

The meeting received the receipt from Mr O'Connor.

Resolved minute number **18/HCC/012** **File Ref** **3-CC-1-1**

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

Ms Watson / Cr McManaway. Carried

Resolved minute number **18/HCC/013** **File Ref** **3-CC-1-1**

That the Hunterville Community Committee funds a contribution of \$300 from the Small projects Fund to the Hunterville Trading Co. for the Hunterville Bulletin.

Ms Watson / Cr McManaway. Carried

18 Current infrastructure projects/upgrades and other Council activities within the ward

Cr McManaway suggested that the Rugby Club submit to the Parks Upgrade Partnership fund for stadium lighting.

Resolved minute number **18/HCC/014** **File Ref** **3-CC-1-4**

That the memorandum 'Extract from activity report to the Assets/Infrastructure Committee's Jan – Feb 2018' be received.

Mr O'Connor / Ms Kennedy. Carried

20 Future Items:

Branding ideas for the new town signage

21 Next meeting

18 June 2018 at 6:30 pm

22 Meeting Closed

8:33 pm

Confirmed/Chair: _____

Date:

Unconfirmed

Attachment 2

Report

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

To: Hunterville Community Committee

From: Christin Ritchie , Governance Administrator

Date: 28 May 2018

File: 3-GF-8

1 Background

- 1.1 The total 2018/19 budget for the Community Initiatives Fund (CIF) is \$30,000. There are two funding rounds. It is suggested that the Marton Community Committee allocate a **maximum of 75% of the total amount allocated to you (\$2,400)** to ensure there is money left for round two later in the year.
- 1.2 A total of \$2,260.90 has been requested in this first round, which is 125% of the sum suggested to be available for allocation.
- 1.3 This report summarises the application received and provides information on the eligible costs.

2 Overview

- 2.1 One application has been received in Round 1. A summary report of this application is attached as Appendix 1.
- Project LiteFoot Trust – LiteClub Rangitikei: Hunterville Bowling Club, and Rangitira Golf Club
- 2.2 This applicant has received funding directly from the Community Initiatives Fund in previous years.
- 2.3 This applicant has not requested to speak to the Committee.
- 2.4 Below is a summary table of all the applications received in Round 1 for the Rangitikei District:

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

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

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

2.6 Committee members are requested to score the application on how well the project meets the CIF criteria¹ and to fill in the marking sheet and bring it to the meeting.

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

3 Recommendations:

- 3.1 That the report 'Consideration of applications for the Community Initiative Fund 2018/19 – Round 1 be received.
- 3.2 That the following Project Report Form be received:
 - Project LiteFoot Trust Project Report form R2 2017
- 3.3 That the Hunterville Community Committee approve the application below, and disperse the Community Initiatives Fund as outlined:
- 3.4 Project LiteFoot Trust – LiteClub Rangitīkei: Rangitira Golf Club and the Hunterville Bowling Club.

Christin Ritchie
Governance Administrator

Marking sheet for Community Initiatives Fund.

Applicant/Project: 1. Project LiteFoot Trust – LiteClub Rangitikei; Hunterville Bowling Club

Category: New initiative

Evaluation

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

Final Score (add numbers marked in boxes)

Transfer to summary sheet

Project report form :

Project Litefoot Trust
LiteClub - Rangitikei

Rangitikei District Council

Private Bag 1102
Marton 4741

8 May 2018

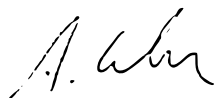
To Whom It May Concern:

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

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

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

Yours sincerely,

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

Antonia Gerlach
Operations Manager, Project Litefoot Trust

PROJECT REPORT FORM – COMMUNITY INITIATIVES FUND 2017/18

Please return to: Grants Administrator

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

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

Or by email to: christin.ritchie@rangitikei.govt.nz

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

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

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

Please answer the following questions and use additional sheets if necessary

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

Was this number:

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

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

The LiteClub - Rangitikei project was a great success. Taihape Golf and Taihape Squash Club collectively saved over \$8,845 over the lifetime of the free products installed. We upgraded 15 bulbs to more efficient LEDs, installed 1 water-saving gizmo, insulated 3m of pipes, and installed 5 recycling bins to improve recycling practices. In total, over 3.7 tonnes of CO₂ emissions will be prevented.

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

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

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

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

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

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

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

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

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

n/a

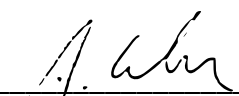
Please complete the attached income and expenditure statement for your project (following page), showing all income and expenditure associated with the project.

Surplus/(deficit) \$ 4.00

Income and expenditure statement

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

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

Signature 

Date 07 May 2018

PRINT NAME Antonia GERLACH

liteCLUB

www.liteclub.org



Summary Report

Rangitikei

April 2018



What do we do?

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



Sarah Walker

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



Conrad Smith

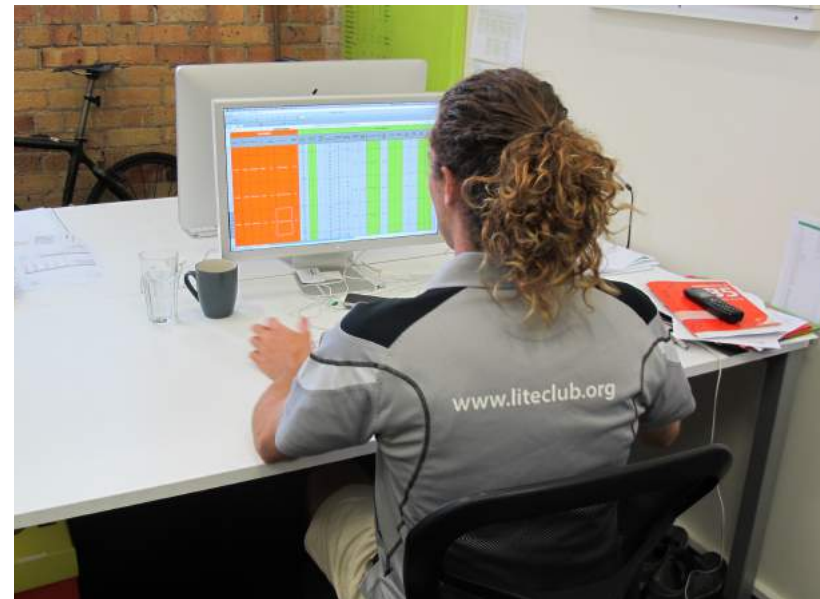
Ongoing Engagement: Efficiency Action Plan (EAP)

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

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

The EAP includes:

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



Results summary

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

Our efforts are calculated to save the clubs a collective total of **29,981kWh** which translates to a cost saving of **\$8,845** over the lifetime of the installed products. **10,000 litres** of water a year will be conserved. In addition to this, **3.7 tonnes** of CO₂ emissions will be prevented from entering the atmosphere. **Win win!**



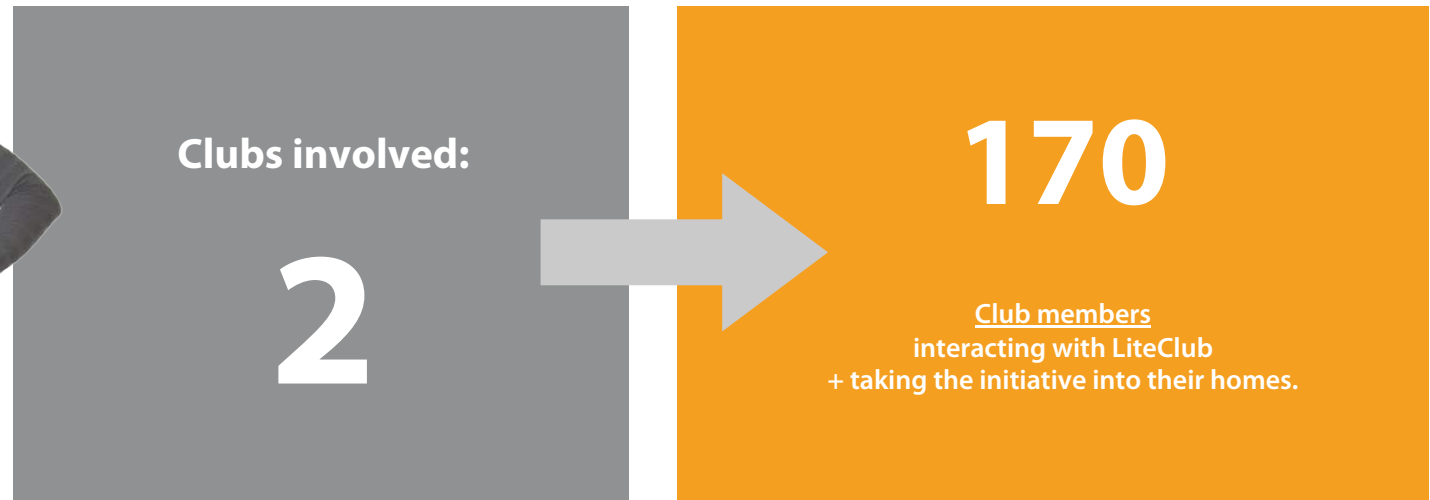
Georgina Evers-Swindell

How have we done this?

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

Beyond the Clubs:

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



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

Caroline Evers-Swindell

Medals

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

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

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



Efficient lighting



Effective insulation



Efficient hot water heating



Recycling effectively



Efficient heating & cooling



Creating energy



Conserving water



Efficient appliances



Capturing water



Composting



Community garden



Taihape Golf Club

Taihape Golf Club received an all-round facility upgrade by our Field Team. After a long visit with many changes and a lot of new LED lights, the club will immediately notice a reduction in overhead costs – we calculated over \$4,368 over the lifetime of the products we installed. In addition to the financial benefits, the environment wins too: over 14,200 kWh saved, and over 1.8 tonnes of CO₂ emissions prevented. This deserved 3 LiteClub medals!

Lighting

15

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



\$4,368

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



Water

1

Gizmo installed



10,000 L

Conserved per year.



Hot water heating

3m

Hot water pipe insulation fitted



Reduced standing losses and improved heat efficiency

Taihape Squash Club

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

Waste

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



Lighting

15

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

\$4,477

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

News + social media



The screenshot shows the homepage of liteclub.org. At the top, there's a navigation bar with the site name and menu items like 'ABOUT US' and 'LITECLUB'. Below this, a testimonial from Anamahe Bowling Club is featured, along with a 'FREE service for sports clubs' section with a 'SIGN UP' button. A central video player shows a testimonial from Conrad Smith, with a quote: "We're helping sports clubs to save money and reduce their environmental impact too. It's a win-win." To the right, a 'Our Live Scorecard' displays 'Clubs Visited' (1, 2, 6, 4) and 'Dollars Saved' (7, 4, 2, 1, 8, 4, 7). A 'TWITTER' section shows a tweet from Litefoot about a Waste Minimization Academy. The footer includes contact information, social media icons, and logos of supporters like Pelorus Trust, Puketāpapa Local Board, and Rangitikei District Council.

www.liteclub.org

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



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

Appendix 1

Community Initiatives Fund, June 2018 – Summary report Hunterville

	Description of Project	Total project cost	Applicant Contribution / income	Amount Eligible	Amount Requested	Any previous grants for the organisation from RDC or external funds in the last 3 years, and report status	Community benefits
1.Project Litefoot Tust	Upgrade club room energy efficiency, to free up funds for sport.	\$12,421	9,427	\$2,994	\$1,130.45	Yes, 2017 Project Report received	Changes made during a LiteClub implementation result in reduced operating costs, freeing up money for the club to spend on sport. Beyond the economic benefits, there are many environmental benefits (e.g. reducing emissions) and social benefits (e.g. healthier, safer clubrooms). LiteClub also improves dilapidated and inefficient facilities by making direct changes and recommendations including better lighting, tidier facilities, warmer, dryer and healthier clubrooms. LiteClub also works to embed a sense of community and ownership around positive environmental change, engaging a diverse group of New Zealanders.

Application form :

Project Litefoot Trust
LiteClub - Rangitikei

Rangitikei District Council

Private Bag 1102
Marton 4741

08 May 2018

Dear Committee Members,

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

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

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

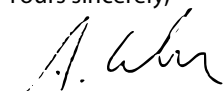
The process of the LiteClub – Rangitikei project is as follows: Once funding is secured and the respective Regional Sports Trust have confirmed the clubs' eligibility, our team will schedule a 2-3 hour visit with the club officials of each club. During the visit, our team then install energy efficient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

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

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

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

Yours sincerely,



Antonia Gerlach
Project Litefoot Trust





Community Initiatives Fund Application Form 2017/18

PLEASE NOTE

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

PURPOSE

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

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

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

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

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

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

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

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

SEND YOUR APPLICATION TO:

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

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

Email: info@rangitikei.govt.nz

Applicant eligibility criteria:

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

Applicant/organisation must be:

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

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

Council is unable to issue funds directly to individual recipients.

Hints and tips:

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

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

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

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

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

1. APPLICANT DETAILS (See applicant eligibility criteria)

Full Name of Organisation: _____

Street address: _____

Postal address: _____

_____ Post Code: _____

Contact 1 Name _____

Telephone (day) _____

Email: _____

Contact 2 Name _____

Telephone (day): _____

Email: _____

Legal Status (see Applicant eligibility criteria)

Charitable Trust _____

IS YOUR ORGANISATION ACTING AS AN UMBRELLA ORGANISATION?

Yes

No

IS YOUR ORGANISATION GST REGISTERED?

Yes

No

If so, please provide your GST Number:

Bank account:

2. WHAT ARE THE OBJECTIVES OF YOUR ORGANISATION?

Attach additional sheets if you need to

Project eligibility criteria

All projects eligible for funding must:

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

Please note:

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

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

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

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

3. YOUR PROJECT (See project eligibility criteria)

3.1 What is the name of your project? _____

3.2 When will it take place? _____

3.3 Where will it take place? _____

3.4 What type of project are you planning?

Ongoing activity, or

New initiative

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

Community service and support, or

Leisure promotion, or

Heritage and environment

3.5 Describe your project in full:

Attach additional sheets if you need to.

3.6 How will the project enhance community health and wellbeing?

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

X not applicable

Smoke-free

Sugar-sweetened-beverage-free

Water only

Healthy food options:

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

Alcohol safety / harm minimisation

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



Accountability Reports

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

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

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

Promoting Rangitikei District Council's support:

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

Hints and tips:

Describe your project in full.

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

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

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

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

3.6 Who will benefit from your project? _____

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

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

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

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

Target 1: _____

Target 2: _____

Target 3: _____

PLT Budget 2018–19: Rangitikei District Council

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



PERPETUAL INVOICE

Project Litefoot Trust
Level 3 Textile Centre
Parnell

Invoice Date
1 Jul 2017

Invoice Number
INV-2656

GST Number
106-941-971

Rockport Holdings Limited
Partnership
PO Box 30528
Lower Hutt 5040

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

bluprint

Quote No : 014
Date : 28-Feb-18

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
				TOTAL 7,426.56

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 : Bluprint Consulting Limited
Account Number : 12 3075 0258018 00
Currency : NZD

Bluprint Consulting Limited
Company Registered in New Zealand No. 3854656
E : connect@bluprint.pro

QUOTE



Quote No : 013
Date : 28-Feb-18

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

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

Description	GST	Quantity	Price in NZD	NZD Total
LiteClub Field Team Van - 12 month lease + insurance Renault Master van	2	12.00	988.77	11,865.24
GST Rate				NET 11,865.24
Net Amount				GST 1,779.79
GST Amount				TOTAL 13,645.03
1	0.00%	0.00	0.00	
2	15.00%	11,865.24	1,779.79	

Bluprint Consulting Limited
Company Registered in New Zealand No. 3854656
E : connect@bluprint.pro

Quotation



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

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

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

Notes/ Instructions :

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

Payment End of month following invoice month

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

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

Print Name : _____

Signed : _____

Date : _____

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

Dear Maike Poggel,

We have prepared the following costing for this project

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

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

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

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

Attention:



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

Conditions of Supply

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

Guarantee

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

Quantities

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

Lead Times

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

Return of Goods

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

Return of Specifically Manufactured or Indent Goods

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

Fixed price

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

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

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

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

Specification

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

Commissioning

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

Recess Boxes

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

Fluorescent Fittings

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

HID Fittings

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

Poles

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

GST

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

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

Yours faithfully

Christopher Abear, Philips Lighting NZ

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

All amounts in: **NZD**

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

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

Quote

GST No. 81-758-514

Project Litefoot Trust
PO Box 37879
Parnell
AUCKLAND 1151

Invoice No. 00096475

Customer Ref:

Date 23/01/2018

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

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

Customised Packaging to:

Manufacturers
Design Agencies
Retailers
Distributors
Museums & Libraries

Packaging using:

Cardboard
Fluteboard
Polypropylene
Acid-free card

Clearview Packaging:

PVC Boxes and Lids
PVC Cartons
Boxes with windows

Fluteboard Packaging:

Bins & Trays for Recycling
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Summary Report

Rangitikei

April 2018



What do we do?

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



Sarah Walker

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



Conrad Smith

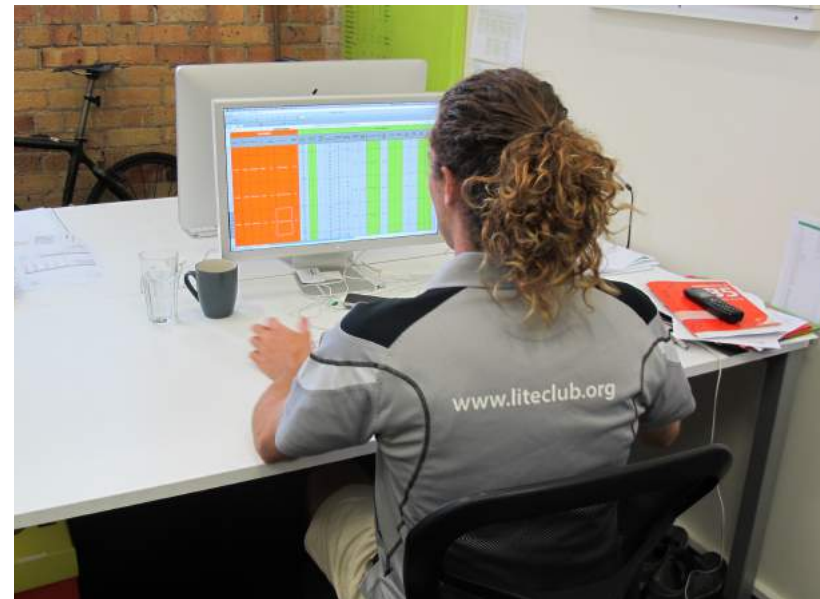
Ongoing Engagement: Efficiency Action Plan (EAP)

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

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

The EAP includes:

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



Results summary

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

Our efforts are calculated to save the clubs a collective total of **29,981kWh** which translates to a cost saving of **\$8,845** over the lifetime of the installed products. **10,000 litres** of water a year will be conserved. In addition to this, **3.7 tonnes** of CO₂ emissions will be prevented from entering the atmosphere. **Win win!**



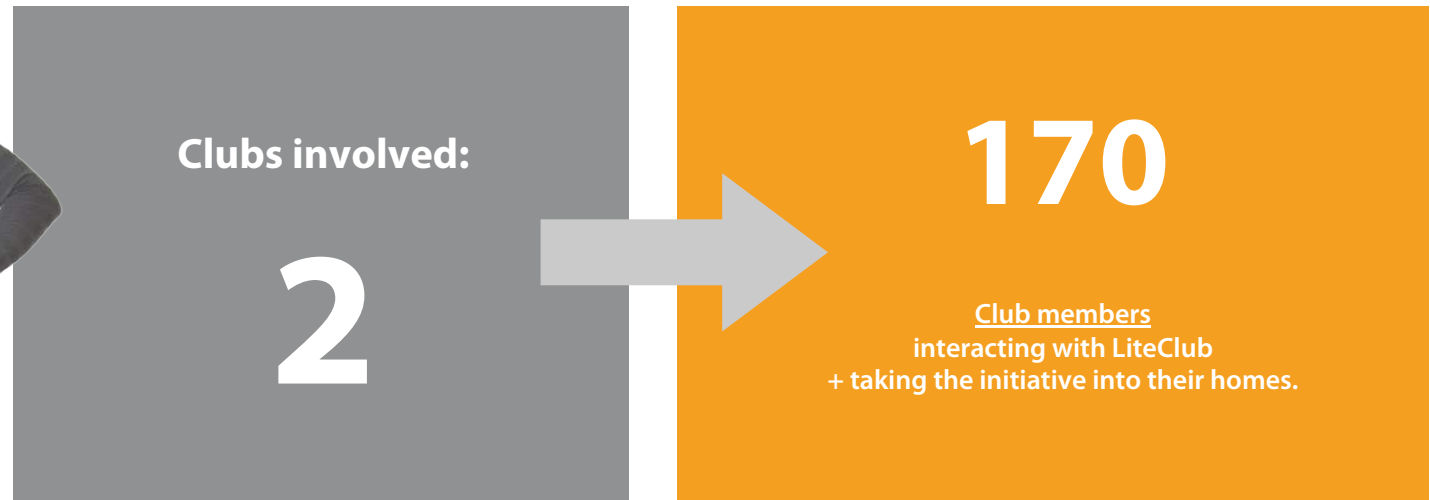
Georgina Evers-Swindell

How have we done this?

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

Beyond the Clubs:

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



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

Caroline Evers-Swindell

Medals

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

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

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



Efficient lighting



Effective insulation



Efficient hot water heating



Recycling effectively



Efficient heating & cooling



Creating energy



Conserving water



Efficient appliances



Capturing water



Composting



Community garden



Taihape Golf Club

Taihape Golf Club received an all-round facility upgrade by our Field Team. After a long visit with many changes and a lot of new LED lights, the club will immediately notice a reduction in overhead costs – we calculated over \$4,368 over the lifetime of the products we installed. In addition to the financial benefits, the environment wins too: over 14,200 kWh saved, and over 1.8 tonnes of CO₂ emissions prevented. This deserved 3 LiteClub medals!

Lighting

15

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



\$4,368

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



Water

1

Gizmo installed



10,000 L

Conserved per year.



Hot water heating

3m

Hot water pipe insulation fitted



Reduced standing losses and improved heat efficiency

Taihape Squash Club

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

Waste

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



Lighting

15

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

\$4,477

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

News + social media



The screenshot shows the homepage of liteclub.org. At the top, there's a navigation bar with the site name and menu items like 'ABOUT US' and 'LITECLUB'. Below this, a testimonial from Anamahe Bowling Club is featured, along with a 'FREE service for sports clubs' section with a 'SIGN UP' button. A central video player shows a testimonial from Conrad Smith, with a quote: "We're helping sports clubs to save money and reduce their environmental impact too. It's a win-win." To the right, a 'Our Live Scorecard' displays 'Clubs Visited' (1, 2, 6, 4) and 'Dollars Saved' (7, 4, 2, 1, 8, 4, 7). A Twitter feed shows a tweet from Litefoot about a Waste Minimization Academy. The footer includes contact information, social media icons, and logos of supporters like Pelorus Trust, Puketāpapa Local Board, and Rangitikei District Council.

www.liteclub.org

The screenshot shows a Facebook post from the 'Litefoot' page, dated May 8, 2018, at 11:45am. The post text reads: "The LiteClub van is back on the North Island and thanks to Rangitikei District Council our team finally got to visit Taihape Golf Club and Taihape Squash Club! Both clubs had been awaiting a visit eagerly for the past two years and weren't disappointed - over \$4,000 expected savings for each club, sorting-at-source bins for the Squash Club and 10,000 l of water per year saved for Golf. We'll be catching up on some office work in May before our teams start visiting the rest of the North Island, so if you know a club that could benefit send them a link to our sign up page: liteclub.org/register-your-club !"

The post includes a photo of a smiling man in a striped polo shirt holding a golf ball. To the right of the photo is a large graphic that says "WINNER" with a right-pointing arrow. Below the photo and graphic are two buttons: "Register Your Club - Sign Up | LiteClub" and "Register Your Club - Sign U". At the bottom of the post are interaction buttons for "Like", "Comment", and "Share".



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

Financial Statements

Project Litefoot Trust
For the year ended 31 March 2017

Prepared by Armstrong & Associates Limited

Contents

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

Compilation Report

Project Litefoot Trust For the year ended 31 March 2017

Compilation Report to the Directors of Project Litefoot Trust.

Scope

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

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

Responsibilities

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

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

No Audit or Review Engagement Undertaken

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

Independence

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

Disclaimer

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

Armstrong & Associates Limited

PO Box 109696

Newmarket, Auckland 1149

Dated: 26 May 2017

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

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

Review Conclusion

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

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

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

Restriction on responsibility

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

Responsibilities of the Governance

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

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

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

Reviewer's responsibilities

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

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

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

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

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

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



Integrity Audit
EAST TAMAKI
Date: 24 July 2017

Entity Information

Project Litefoot Trust For the year ended 31 March 2017

IntegrityReview

Legal Name of Entity

Project Litefoot Trust

Nature of Business

Charitable Trust for Environmental Education

Trustees

Professor Mark Orams

Stephen Cottrell

Professor David Frame

John Rodger

Miranda Burdon

Registration Number

CC37179

IRD Number

099-469-935

Physical Address

Level 3, Textile Centre, 1 Kenwyn Street

Parnell, Auckland 1052

Postal Address

PO Box 37879

Parnell, Auckland 1151

Bankers

ASB Bank

Accountants

Armstrong & Associates Limited

5 Akaroa Street, Parnell, Auckland 1052

Auditor

Integrity Audit

East Tamaki, Auckland

Statement of Service Performance

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
Description and Quantification of the Entity's Outputs		
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
Revenue			
Donations Received			
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
Total Donations Received		610,802	471,304
Other Income		1,178	6,898
Sales			
Sales - Other		596	241
Sales - Recycling Stations		28	360
Total Sales		623	601
Total Revenue		612,603	478,802
Other Income			
Interest		52	212
Total Other Income		52	212
Total Income		612,655	479,014
Expenses			
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
Total Expenses		611,264	472,786
Surplus/(Deficit) for the Year		1,390	6,228

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

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

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
Cash Flows from Operating Activities		
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)
Total Cash Flows from Operating Activities	153,893	6,717
Cash Flows from Investing and Financing Activities		
Payments to acquire property, plant and equipment	(19,028)	(1,764)
Cash Flows from Other Investing and Financing Activities	-	-
Total Cash Flows from Investing and Financing Activities	(19,028)	(1,764)
Net Increase/ (Decrease) in Cash	134,865	4,953
Cash Balances		
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 & 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

Attachment 3

MEMORANDUM

TO: Huntermville Community Committee

FROM: Nardia Gower, Governance Administrator

DATE: 19 May 2018

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

FILE: 3-CC-1-2

1 Allocation

- 1.1 The amount of the 2017-2018 Small Projects Grant Scheme for Huntermville Ward is \$857.00.
- 1.2 The allocation of the Small Projects Grant Scheme is for the period 1 July to 30 June each year. At its meeting on 29 February 2016, Council resolved to allow carry-forward from one financial year to the next of up to 100% of the annual allocation for any Committee’s Small Projects Grant Fund, with the proviso that this be a specific resolution of the Committee.
- 1.3 At its last meeting for the 2016-2017 year the Committee resolved to carry-over the balance of the Scheme; the remaining balance was \$559.00. This gives a total allocation for the 2017-2018 year of \$1,416.00.

2 Breakdown

- 2.1 For the 2017/2018 year the following amounts have been earmarked by the Committee:
 - \$100 GST incl to Trevor O’Connor for the cleaning of the Huntermville signs at the northern and southern ends of the town.
 - \$300 GST inc to Huntermville Trading Co for the production of the Huntermville Bulletin.

3 Remaining Budget

- This leaves a remaining budget for the 2017-2018 financial year of \$1,016.00.

4 Recommendations:

- 4.1 That the memorandum ‘Small Projects Grant Scheme Update – June 2018’ be received.
- 4.2 That the Huntermville Community Committee recommends to Council that the unspent balance of the Small Projects Grant Scheme be carried forward to the 2018/19 Financial year.

Nardia Gower
Governance Administrator

Attachment 4

COMMUNITY AND LEISURE ASSETS GROUP OF ACTIVITIES 2017/18				Apr-18
Major programmes of work outlined in the LTP/Annual Plan 2017/18				
Parks and Open Spaces	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Parks Upgrade Partnership- \$50,000 available		\$3400 has been granted to Taihape Showjumping Group for upgrading horse yards at Memorial Park, Taihape.	No new applications. \$46,600 still available.	
Community Buildings	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Secure a new contract for the cleaning of Council properties	Council resolved to seek tenders for several geographically defined contracts allowing tenders to cover one, some or all of the contracts, with the new contract/s to start from 1 November 2017, to include the proposed Mangaweka village and Papakai Park toilet facilities, to be inclusive of all cleaning and stock consumables, and to be for a two year period, and that, simultaneously with seeking tenders, staff investigate the implications of bringing the cleaning service in-house.	Council has resolved that an in-house cleaning service for council properties, district-wide, will be implemented, effective 1 November 2017. Materials and consumables have been sourced. Health & Safety briefing has been planned for transferring staff, and appropriate consumable guides and wall charts have been prepared for each council site. In-house team commenced.	This item is now complete.	
Community Housing	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Continue the upgrade programme for Council's community housing (unless the ownership and control is transferred to another organisation)	Inspections will be carried out using the Housing Warrant of Fitness Assessment Checklist and Manual as prepared by the Otago Medical School.	Council resolved, at their November meeting, that the management / ownership of community housing remain in-house for the time-being. Council also resolved that it investigates a rental policy, effective 1 July 2018, determining criteria for break-even rentals and market rentals, and also implements an integrated approach to the delivery of an effective and efficient capital renewal programme including ways to improve the warmth and energy efficiency, and reconfigure and improve the functionality, including sale and purchase, and re-builds and new builds. Housing inspections were carried out in Bulls, Ratana, and Cuba and Russell Streets in Marton. Ceiling insulation was installed at the Cobber Kain units.	Bulls, Ratana and Russell Street, Marton and Matua and Weka Street (Taihape) units have had yearly inspections.	Wellington Road and Cobber Kain (Marton) will be inspected over next two months, inspections had to be delayed in March. Work plan will be prioritised once completed.
Public Toilets	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Install public toilets in Mangaweka Village and, if there is sufficient external funding, investigate additional toilets in Papakai Reserve (Taihape), Toe Toe Road, the River Bank at Bulls, Bruce Reserve in Hunterville, Ratana, and Simpsons Bush north of Hunterville	Funding confirmation has been received from Regional Mid-Sized Tourism Facilities Grant Fund for toilets at Mangaweka village, Papakai Reserve, and Bruce Reserve.	Quotations for pre-built structures were sought from three suppliers as per Council's procurement policy. On-site visits have been held with the preferred supplier. Awaiting confirmed quotations. Further on-site meeting to be held at Bruce Park with supplier and DoC. Application was made to MBIE for an extension to timeframe. Bruce Park unit was ordered.	Planning resource consent requirements for proposed Mangaweka site are continuing to be worked through. Papakai Reserve Unit was installed.	Secure resource consent for Mangaweka Village toilet. Bruce Park toilet will be installed in May.
Cemeteries	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months
Complete upgrade of roadway into the Rangatira cemetery at Hunterville	Design/scope is confirmed.	Stage I is completed. Stage II was completed in December.	This project is now complete.	
Other major programmes of work carried out during 2016/17				
Projects	Design/ Scoping	Progress to date	Progress for this period	Planned for the next two months

* establishing a dog cemetery at Hunterville	Clarification of the ownership of the suggested site at 27 Milne Street, consenting requirements, and likely cost to establish and maintain.	The site is owned by Council. It is zoned rural, so Council would need to issue a resource consent for the venture to go ahead. Council cannot be both the applicant for a resource consent and the agency which approves it, so Council (or the Hunterville Community Committee) would need to engage an external consultant to do that. In addition, a resource consent will be required Horizons Regional Council because of the stream which runs through the property. The Corrigin dog cemetery was established in 1974 and currently has over 200 graves. This year's burial fees are \$90. Periodic maintenance on the site is undertaken by the Corrigin Tidy Town Committee and other community volunteers.	At the November meeting of Council it was resolved that Council supported in principle the proposed dog cemetery in Hunterville but declined the current site proposed at 27 Milne Street, and would welcome suggestions from the Hunterville Community Committee for an alternative site. At its meeting on 19 February the Hunterville Community Committee discussed several options of an alternative site without a determination on a suggestion to put to Council at this stage.	
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ROADING AND FOOTPATHS GROUP OF ACTIVITIES 2017/18

Apr-18

Major programmes of work outlined in the LTP/Annual Plan 2017/18					
Pavement Rehabilitation	Route Position Length	Status	Start date	Completion date	Planned for the next two months
Rehabilitation of 6.52 km of existing sealed roads subject to Project Feasibility Reports to determine validity for progressing to the design and construction phase.					
Hunterville: Mangatipona Road,	RP. 1520-2520; 1000m		Oct-17	Mar-18	Completed.
Hunterville: Okirae Road,	RP. 20-1930; 1910m	This project has been now deferred until the 18/19 construction season due to the Galpins and Jefferson Projects being bought forward.			Survey completed and being designed.
Sealed Road Resurfacing (over 200m)	Route Position Length	Status	Start date	Completion date	Planned for the next two months
Sealed road resurfacing of 60.9 km (over 200 metres). This list is indicative and subject to alteration when and where reprioritised sites and conflicts with external activities are identified.					
Hunterville Bruce Street	RP. 170 - 205 - 35m (AC)				
Hunterville Okirae Road	RP. 2502 - 3966 - 1464m				
Hunterville Potaka Road	RP. 3800 - 4700 - 900m	Completed	26/1/2018	27/1/2018	
Capex report 2017/18	cumulative to 30/09/2017	cumulative to 31/12/2017	cumulative to 30/3/2018	cumulative to 30/6/2018	Budget
Sealed road surfacing:	\$507	266,097	1,403,180		1,789,375
Drainage Renewals	10,687	109,571	261,005		352,425
Pavement rehabilitation	214,863	422,073	1,332,468		1,688,679
Structures component replacement	175	45,322	168,630		189,163
Traffic services renewal	176,516	189,514	208,823		224,950
Associated improvements	This category has been deleted				
Unsealed road metalling	159,916	223,395	257,189		460,125
TOTAL	562,664 (12%)	1,255,972 (27%)	3,631,295 (77%)		4,704,717
Streetlight renewals	Design/ Scoping	Tender/Contract docs	Under construction	Complete	Planned for the next two months F74:F88
LED replacements – accelerate the replacement of high pressure sodium in pedestrian category lighting areas[1] so that the programme of replacing all 1098 streetlights not yet replaced by LEDs is complete before December 2018 [1] This category includes all the District's local urban roads except for some high use routes n Marton. State highways are outside the scope of this programme.	There are approximately 100 LED's left to be replaced most of these in Taihape, these should be completed by February.				As there was savings on the purchase for stage 2 LED's there will be a surplus of funds which will be used to start stage 3 which are the higher use roads in Marton. Lighting designs for stage 3 have been completed. All funds at the advanced FAR will be spent this year.
Carry forward programmes from 2016/17					
Turakina Valley Road repairs following storm event in June 2015					Construction of James Road project has commenced and almost complete.

Other areas of network following storm event in June 2015				Some remedial work being carried out on Mount Curl
Repairs to damage from Debbie event April 2017				Most sites have been designed and repairs to the sites currently underway
Repairs for damage to network arising from July 13/14 event.				Considerable damage was caused to the network as a result of this event. Most designs completed and work to address the respective sites has commenced.

RUBBISH AND RECYCLING GROUP OF ACTIVITIES 2017/18 Apr-18

Major programmes of work outlined in the LTP/Annual Plan 2017/18

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

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

Major programmes of work outlined in the LTP/Annual Plan 2017/18

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Hunterville: reticulation renewals, including Milne Street (\$270,000).	Sewers for renewal being surveyed ready for lining.	Relining contract awarded to Pipetech 450k per annum. Hotspots identified through condition assessment (CCTV) and schedule of works provided by Pipetech.	Relining work for Hunterville was completed in 2016/2017. Remainder of relining programme to start in Taihape in May 2018.	
Continue review of trade waste agreements. This was noted in the LTP specifically for Midwest Disposals	Dependent on Consent renewal - consent lodged 2015.			

WATER SUPPLY GROUP OF ACTIVITIES 2017/18 Apr-18

Major programmes of work outlined in the LTP/Annual Plan 2017/18

Projects	Design/ Scoping	Tender/Contract docs	Under construction	Complete
Hunterville – Milne Street water main renewal (\$115,000)	Scope to be confirmed	Operations team		

<p>Huntermville urban water (alternative supply) – test bore and additional storage.</p>	<p>In the final year of Capital assistance Programme, funding was received from the Ministry of Health to enable a new source of water to be developed for the Huntermville Urban water supply. This project is to sink an exploratory borehole on council land on Paraekaretu St to determine water quality and availability</p>	<p>Engaged with David Voss to provide contract documents and resource consent. RFT process underway, checking on budget constraints before tender is awarded.</p>		
<p>Huntermville rural water supply – minor works at current intake \$60,000)</p>	<p>Scope to be confirmed</p>			