I hereby give notice that an ordinary meeting of the Rodney Local Board Parks and Recreation Committee will be held on:

**Date:** Thursday, 17 May 2018  
**Time:** 03:30pm  
**Meeting Room:** Council Chamber,  
**Venue:** Orewa Service Centre,  
50 Centreway Rd,  
Orewa

---

Rodney Local Board Parks and Recreation Committee  
OPEN AGENDA

**MEMBERSHIP**

Chairperson  
Brent Bailey  
Deputy Chairperson  
Allison Roe, MBE  
Tessa Berger  
Cameron Brewer  
Beth Houlbrooke  
Louise Johnston  
Phelan Pirrie  
Colin Smith  
Brenda Steele

(Quorum 5 members)

Raewyn Morrison  
Local Board Democracy Advisor

10 May 2018

Contact Telephone: 021 534 083  
Email: raewyn.morrison@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

---

**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
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<tr>
<th>Board Member</th>
<th>Organisation</th>
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</tr>
</thead>
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<tr>
<td>Brent Bailey</td>
<td>Royal NZ Yacht Squadron, Kaipara College Board of Trustees, Gumboots Early Learning Centre</td>
<td>Member, Parent Representative, Director</td>
</tr>
<tr>
<td>Tessa Berger</td>
<td>Mahurangi Action Incorporated, Mahurangi Coastal Trail Trust, The Merchandise Collective, Friends of Regional Parks, Matakana Coast Trail Trust</td>
<td>President, Chairperson, Founder/Director, Committee Member, Member Forum representative</td>
</tr>
<tr>
<td>Cameron Brewer</td>
<td>Riverhead Residents &amp; Ratepayers Association, Passchendaele Society Inc., New Zealand National Party, Cameron Brewer Communications Limited, Spire Investments Limited</td>
<td>Member, Director, Shareholder</td>
</tr>
<tr>
<td>Beth Houlbrooke</td>
<td>Baddeleys Beach and Campbells Beach Residents and Ratepayers Assn., Kawau Island Boat Club</td>
<td>Member, Officer in Charge</td>
</tr>
<tr>
<td>Louise Johnston</td>
<td>Blackbridge Environmental Protection Society</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Phelan Pirrie</td>
<td>Muriwai Volunteer Fire Brigade, Best Berries (NZ) Ltd</td>
<td>Officer in Charge, Director/Shareholder</td>
</tr>
<tr>
<td>Allison Roe</td>
<td>Waitemata District Health Board, Matakana Coast Trail Trust, New Zealander of the Year Awards</td>
<td>Elected Member, Chairperson, Chief Category Judge/Community</td>
</tr>
<tr>
<td>Colin Smith</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Brenda Steele</td>
<td>Te Uri o Hau Incorporation, Beacon Pathway</td>
<td>Secretary/Beneficiary Board member</td>
</tr>
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<td>Consideration of Extraordinary Items</td>
<td></td>
</tr>
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Welcome

Apologies

An apology from Member B Steele has been received.

Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

Confirmation of Minutes

That the Rodney Local Board Parks and Recreation Committee:

a) confirm the ordinary minutes of its meeting, held on Thursday, 15 March 2018, as a true and correct record.

Leave of Absence

At the close of the agenda no requests for leave of absence had been received.

Acknowledgements

At the close of the agenda no requests for acknowledgements had been received.

Petitions

At the close of the agenda no requests to present petitions had been received.

Deputations

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Rodney Local Board Parks and Recreation Committee. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

At the close of the agenda no requests for deputations had been received.

Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-
(a) The local authority by resolution so decides; and

(b) The presiding member explains at the meeting, at a time when it is open to the public,-

(i) The reason why the item is not on the agenda; and

(ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting."

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

(a) That item may be discussed at that meeting if-

(i) That item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

11 Notices of Motion

There were no notices of motion.
Te take mō te pūrongo / Purpose of the report
1. To receive the Greater Wellsford District Sport and Active Recreation Plan.

Whakarāpopototanga matua / Executive summary
2. In November 2017 the Rodney Local Board commissioned the preparation of a community sport recreation plan for the Wellsford area.
3. The Greater Wellsford District Sport and Active Recreation Plan (the “Plan”) was completed in March 2018.
4. The Plan is intended to be a community-owned document, rather than local board-owned. The key element to its success will be ongoing engagement of local sport and recreation groups and community members. The Wellsford Sport and Recreation Collective is an appropriate entity to lead the community engagement.
5. The Plan specifically acknowledges that no financial support from any funder is guaranteed; and, individual projects or initiatives included in the plan will require feasibility and business case work before progressing.
6. Projects arising from the Plan will need individual planning and consideration. Where required, local board consideration will be addressed on a case by case basis.

Ngā tūtohunga / Recommendation/s
That the Rodney Local Board Parks and Recreation Committee:

a) receive the report entitled ‘Greater Wellsford District Sport and Recreation Plan’ by Visitor Solutions dated March 2018 Attachment A to the agenda report.

b) request that staff liaise with Wellsford Sport and Recreation Collective regarding its implementation of the plan and provide updates to the local board as appropriate.

Horopaki / Context
7. The Rodney Local Board Plan 2014 set out a key initiative to “design and plan for the upgrade and expansion of indoor sports facilities at Centennial Park, Wellsford, in partnership with the community”.
8. In June 2016 the local board allocated $20,000 (RODPC/2016/39) to “partner with community to design the upgrade of indoor facilities at Centennial Park”.
9. A needs analysis of the initiative identified sufficient provision of indoor sports facilities in the Wellsford area to meet current and predicted future demand. It was identified that provision of additional indoor sports space would not an efficient way to increase participation in sport and recreation.
10. A change of approach was supported by Wellsford Sport and Recreation Collective, to develop a community-led sport and recreation plan focussing on increasing participation in sport and recreation in the wider Wellsford district.
11. The Greater Wellsford District Sport and Active Recreation Plan was developed with the Wellsford Sport and Recreation Collective and was completed in March 2018 (Attachment A).
Tātaritanga me ngā tohutohu / Analysis and advice

12. The Plan analyses current sport and recreation provision against current and predicted future sport and recreation needs. Challenges and opportunities facing sport and recreation groups in Wellsford are identified, and a range of potential projects are offered to meet them in order to increase participation in sport and recreation.

13. The Plan is intended to be a living document for the Wellsford community to guide their discussion, collaboration, advocacy and planning of sport and recreation initiatives. It is best viewed as a community-owned plan.

14. Wellsford Sport and Recreation Collective is an appropriate entity to lead and coordinate implementation and regular review of the Plan.

15. The process of developing the Plan has been a catalyst for increased communication and collaboration between sport and recreation groups in the community, via the Wellsford Sport and Recreation Collective. Successful implementation of the Plan will require ongoing community engagement with the Plan and the Wellsford Sport and Recreation Collective.

16. The Plan is intended to provide a platform for the Wellsford community to advocate for its shared sport and recreation priorities, presenting a united voice to potential funders and supporters. The collaboration required to present a united voice will be key to success of the Plan, and would be a significant legacy benefit.

17. The Plan identifies a number of potential projects from which the community needs to decide its priorities. The Wellsford Sport and Recreation Collective has begun this discussion with sport and recreation groups, and will lead the advocacy for these priority projects in due course.

18. The local board may have a role in supporting individual projects as they arise from the Plan. Local board consideration of each project will be on a case by case basis addressed in their respective reports. Some projects identified in the plan are local board initiatives already underway (for example: Rodney Greenways Plan; youth focussed park improvements at Wellsford War Memorial Park). Progress on these projects will contribute to achieving the outcomes of the plan: increased participation in sport and recreation.

19. The Plan specifically acknowledges that no financial support from any funder is guaranteed and individual projects or initiatives included in the Plan will require feasibility and business case work before progressing.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views

20. No detrimental local impacts are anticipated to arise from the local board receiving the Plan.

21. Ongoing community collaboration to implement the Plan may be encouraged by the local board demonstrating support for the Plan, or individual projects identified in the Plan.

Tauākī whakaaweawe Māori / Māori impact statement

22. There are no particular impacts on Māori, relative to the wider community, which arise from the local board receiving the Plan.

23. Future development of projects from the Plan will include Māori engagement and local board consideration of Māori outcomes where applicable.

Ngā ritenga ā-pūtea / Financial implications

24. There are no financial implications directly from receiving the Plan.

25. The Plan specifically acknowledges that it does not represent a guarantee of funding.

26. Future financial implications may flow from implementing individual projects included in the Plan, but these will be subject to local board consideration as they arise.
Ngā raru tūpono / Risks
27. There is a risk that projects identified in the Plan will not be progressed.
28. This risk is affected by the level of engagement and collaboration from the Wellsford community to advocate and implement the Plan; lower engagement increases the risk that projects will not progress. For example: low engagement and collaboration may undermine project fundraising, further exacerbating the risk of no progress.

Ngā koringa ā-muri / Next steps
29. Staff will liaise with Wellsford Sport and Recreation Collective regarding implementation of the Plan and provide updates to the local board.

Ngā tāpirihanga / Attachments

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<th>Title</th>
<th>Page</th>
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</tbody>
</table>

Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Nick Harris - Sport &amp; Recreation Team Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
</tr>
<tr>
<td></td>
<td>Dave Stewart - Manager Sport &amp; Recreation</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
1.0 INTRODUCTION

1.1 Purpose of the Greater Wellsford District Sport and Active Recreation Plan

The Wellsford Sports Collective has developed the Greater Wellsford District Sport and Active Recreation Plan. The purpose of the plan is to provide direction and to assist with the prioritisation of future sport and active recreation investment in the greater Wellsford District. The plan is aimed at informing the community of the greater Wellsford District, the Rodney Local Board, and other key stakeholders.

The plan will seek to ensure that any investment is in line with identified priorities (thus ensuring that any ad-hoc development is minimised). It is designed to focus thinking at a network-wide sports facilities level.

The plan provides recommendations for potential new partnerships to support the capability of local sporting organisations as well as developments, redevelopments (capital improvements) to existing facilities, including ancillary facilities.

It is essential to understand that inclusion of projects within this plan in no way guarantees financial support from key funders.

1.2 Using this Plan

The plan should be seen as a living document and should be reviewed and updated on a regular basis by the Wellsford Sports Collective.

Like all high-level plans additional detailed planning will be required for any individual project. Inclusion of projects in the plan should not be taken as an indication of their respective feasibility. It is recommended that all projects go through a robust feasibility and business case assessment process.

As sports codes undertake, or update their existing national and regional sports facility plans, it is envisaged that this plan will require updating. However, given the plan is trying to examine issues based on available evidence at a network wide level, some specific code aspirations may not align.

1.3 Methodology

The information summarised in this plan was collected using a mix of web survey, direct consultation, and secondary data review methodologies. Key work components undertaken included:

Secondary Data Research and Analysis

This research and analysis component of the plan looked at the following key areas.

- Regional sports plans,
- Wellsford population analysis,
- Membership Analysis,
Sport and Active Recreation Club Survey

An online survey was distributed to all the sports clubs within the study area. However, limited feedback was received and as a result comprehensive one-on-one meetings were undertaken.

One-on-One Meetings

A considerable number of one-on-one meetings were undertaken with a large cross section of the community (including a variety of sports clubs, schools, community groups, individuals, and council staff).

Site Visits

Site visits were also undertaken to a cross section of the sport and active recreation sites, including sports clubs, sports parks, schools, and undeveloped sites with recreation and sports potential.
2.0 CURRENT SITUATION

The Wellsford and surrounding areas have several sports clubs and related facilities that service the wider community. These are outlined in the tables below.

2.1 Existing Sports Clubs

There is a cross section of sports clubs with a mixture of membership bases (large, medium and low). The Rodney Netball Centre is the largest organisation with approximately 900 members. There are several clubs with approximately 100 members making them medium sized organisations.

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Approximate Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Tennis Club</td>
<td>45</td>
</tr>
<tr>
<td>Rodney Netball Centre</td>
<td>900</td>
</tr>
<tr>
<td>Wellsford Rugby Club</td>
<td>100</td>
</tr>
<tr>
<td>Wellsford Boxing Club</td>
<td>100</td>
</tr>
<tr>
<td>Wellsford Archery Club</td>
<td>40</td>
</tr>
<tr>
<td>Wellsford Athletics Club</td>
<td>120</td>
</tr>
<tr>
<td>RCSA Football Club</td>
<td>unknown</td>
</tr>
<tr>
<td>Wellsford Bowling Club</td>
<td>18</td>
</tr>
<tr>
<td>Wellsford Gym (Rugby Club)</td>
<td>50</td>
</tr>
<tr>
<td>Tamarata Indoor Bowls</td>
<td>23</td>
</tr>
<tr>
<td>Tamarata Rugby Club</td>
<td>70</td>
</tr>
<tr>
<td>Wellsford Squash Club</td>
<td>140</td>
</tr>
<tr>
<td>Pakiri Tennis Club</td>
<td>40</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1646</strong></td>
</tr>
</tbody>
</table>

2.2 Existing Sports Facilities

There is a range of existing sport infrastructure that is provided by either Auckland Council, or sports/community organisations themselves. The existing infrastructure is generally considered to be aging, with minimal upgrading having occurred over recent times.

<table>
<thead>
<tr>
<th>Name of Facility</th>
<th>Facility Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Centennial Park</td>
<td>Significant football hub, 2 rugby fields, 4 artificial tennis courts, 7 netball courts, 1 grass athletics track, Artificial cricket wickets, Community gym, Three clubrooms</td>
<td>The tennis and netball courts require upgrading and resurfacing in the near future. Rugby fields and lights have recently been upgraded by Auckland Council to a high standard.</td>
</tr>
</tbody>
</table>
2.3 Wellsford Sports Collective

The Wellsford Sports Collective is an incorporated society that has been in existence in some form for a number of years. It is a fluid organisation representing those sports organisations wishing to be involved at any given time.

The collective has a solid core group of the traditionally strong sports clubs and is seen as a key voice for sport and recreation in the Wellsford area.
3.0 WELLSFORD DISTRICT POPULATION PROJECTIONS

When planning for a community’s future sports and leisure facility provision it is important to understand the existing and future shape of its population. This section summarises some key demographic data and population projections.

Based on the study area, the following catchment population, is defined here as:

1. ‘Wellsford Town’:
   - The Wider Wellsford Catchment - defined as being between the east and west coast incorporating Wellsford and the townships of Tomarata, Te Arai, Te Hana, Port Albert, Wharehine, Tapora, Tauhoa, Whangaripo, Pakiri and Mangakura.

2. ‘Rodney Local Board Area’ and ‘Auckland Region’ - these provide the larger population settings for comparison with the more local population catchments – to better define any unique features.

3.1 Key Points

Information on changes in population and age-group composition are presented below, along with other particularly notable demographic features. The main summary points distinguishing the local populations from the wider Rodney/Auckland populations, and/or with more relevance to the potential for increased future participation are summarised below:

- There are currently around 1,850 residents in Wellsford Town, increasing to around 10,500 in the Wider Wellsford Catchment area;
- The Wellsford Town, Wider Wellsford Catchment and Rodney areas have age-profiles featuring relatively fewer young adults and more elderly residents when compared with the Auckland Region overall;
- The areas all have progressively aging populations, with the most rate of population increase occurring in the older age groups;
- For younger and more specific playing-age projections (5-35yrs), Wellsford has lower projected growth rates than the Wider Catchment area or beyond;
- Ethnic diversity is relatively low in Wellsford, with Maori residents notably prominent in Wellsford and its Wider Catchment, and with Pacific and Asian residents relatively under-represented when compared with the Auckland Region.
- Projections suggest largely consistent ethnic diversity over the coming years, with the greatest rate of growth being among the Pacific and Asian proportions in Wellsford, although only in relatively low numbers:

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1 Represented by the Statistics New Zealand Census Area Unit of ‘Wellsford’.

2 Represented by the Census Area Units of Wellsford, Cape Rodney, and northern Tauhoa-Puhoi (a northern subset of the full Tauhoa-Puhoi CAU comprising 7 individual meshblocks).

3 Unless otherwise stated all tables and figures are based on the latest Statistics NZ Census 2013 counts, estimates and projections (2013 base, medium series).
Overall Wellsford and its Wider Catchment have relatively low proportions of overseas-born residents compared with Rodney and the Auckland region,

- The lower median incomes and engagement in the labour force in Wellsford compared with Wider Wellsford Catchment and beyond, suggest a relatively low financial capacity to engage in recreation activities.

Overall these points highlight a largely static local Wellsford population level with relatively older population profiles; very small but growing Asian and Pacific proportions; lower socio-economic capacity; and a population-aging trend. Much higher growth is projected in some areas to the near south.

3.2 Overall population numbers and trends

Table 3.1 shows that over the last 3 Census periods (12 years) the population of Wellsford had barely changed, although the most recent 2017 population estimate by Statistics NZ for Wellsford suggests more recent growth, with the population estimated at just over 2,000. What is clear is that the Wellsford population growth rate has been less than that of the Wider Wellsford Catchment area overall\(^4\), and of the wider Rodney and Auckland populations.

<table>
<thead>
<tr>
<th>Table 3.1 Population numbers and recent growth</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>Wellsford Town</td>
</tr>
<tr>
<td>Wellsford Wider Catchment</td>
</tr>
<tr>
<td>Rodney Local Board</td>
</tr>
<tr>
<td>Auckland Region</td>
</tr>
</tbody>
</table>

Source: Statistics NZ Census 2013

Looking forward, the projected future population growth for these main relevant catchment areas is summarised below. There are two projection series provided. The first uses the Statistics New Zealand projection series (Table 3.2) while the second uses the latest Auckland Council population projections (Table 3.3). This second series is usually preferred for Auckland projects because of their more customised content\(^5\). However, both are noted here due to the marked difference in the trends they identify, and the discussions these differences can generate.

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\(^4\) Where most growth has been in the ‘Cape Rodney’ census Area Unit - the broad area surrounding Wellsford. See Appendix X.

\(^5\) From Auckland Council’s Research, Investigations and Monitoring unit’s Auckland Regional Council Transport (ART) model (Output: Scenario I, Version 11, 2017) which refines standard Statistics NZ projections by incorporating local planning and strategy factors to more accurately reflect likely localised population growth. These projections will sometimes differ significantly from corresponding Statistics NZ projections due to local planning and development impacts. These are used for the Council’s Long Term Plan and Infrastructure Strategy, subject to change from any future changes in planning decisions and directions.
Table 3.2: Statistics New Zealand population projections

<table>
<thead>
<tr>
<th>Statistics NZ</th>
<th>2018</th>
<th>2023</th>
<th>2028</th>
<th>2033</th>
<th>2038</th>
<th>2043</th>
<th>change 2018-2043</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Town</td>
<td>1,850</td>
<td>1,930</td>
<td>2,020</td>
<td>2,100</td>
<td>2,180</td>
<td>2,250</td>
<td>400</td>
<td>22</td>
</tr>
<tr>
<td>Wellsford Wider Catchment</td>
<td>10,500</td>
<td>11,280</td>
<td>12,320</td>
<td>13,340</td>
<td>14,350</td>
<td>15,330</td>
<td>4,830</td>
<td>46</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>66,800</td>
<td>76,100</td>
<td>84,600</td>
<td>92,900</td>
<td>100,700</td>
<td>108,000</td>
<td>41,200</td>
<td>62</td>
</tr>
<tr>
<td>Greater Auckland</td>
<td>1,699,900</td>
<td>1,859,300</td>
<td>1,990,100</td>
<td>2,112,000</td>
<td>2,222,700</td>
<td>2,326,200</td>
<td>626,300</td>
<td>37</td>
</tr>
</tbody>
</table>

The baseline Statistics New Zealand projections indicate a projected population growth in Wellsford Town of around 22% in the 25 years from 2018 to 2043. In the wider Wellsford Catchment this is a little higher due to the higher projected growth in the Cape Rodney (55%) and Tauhoa-Puhoi (46%) Area Units. Projected growth for the same period in the Rodney Local Board area is notably higher (62%) than that for Auckland overall (37%). However, when the expected local residential growth and planning factors are taken into account, as shown in the ART Model below, these growth projections alter.

Table 3.3 Auckland Regional Council Transport (ART) Model projections

<table>
<thead>
<tr>
<th>ART</th>
<th>2021</th>
<th>2026</th>
<th>2031</th>
<th>2036</th>
<th>2041</th>
<th>2046</th>
<th>change 2021-2046</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Wider Catchment</td>
<td>9,186</td>
<td>8,946</td>
<td>8,731</td>
<td>8,540</td>
<td>8,353</td>
<td>8,159</td>
<td>-1,027</td>
<td>-11</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>71,237</td>
<td>83,700</td>
<td>96,508</td>
<td>121,084</td>
<td>143,276</td>
<td>151,772</td>
<td>50,535</td>
<td>113</td>
</tr>
<tr>
<td>Greater Auckland</td>
<td>1,770,579</td>
<td>1,899,650</td>
<td>2,023,449</td>
<td>2,136,064</td>
<td>2,239,859</td>
<td>2,338,564</td>
<td>567,984</td>
<td>32</td>
</tr>
</tbody>
</table>

* As represented by ART Zone 1, notably larger than the study scope area and that represented by Stats NZ CENSUS

Source: Auckland Regional Council Transport (ART) model (output: Scenario 1, Version 1)

These more refined local projections for the 25 years from 2021 to 2046 show that while the population of the Rodney Local Board is projected to grow much more strongly, that of the Wellsford Wider Catchment (as represented by ART Zone 1) is projected to decline gradually. Over a similar period, the population of ART Zone 4 representing Warkworth Town is projected to increase by up to 100%. Such higher projected growth rates are more prevalent in ART Zones to the south of the Wellsford Study Area overall.

While large future population growth may be a strong current feature of the Wellsford catchment area overall, another significant change is indicated in the projected population composition, most significantly around age-group and ethnicity. These are summarised below as a background to understanding where sport and recreation participation growth opportunities may lie.

---

6 Note that the time periods used for these different projection series do not directly align, and also that they are not available at Area Unit Level necessitating the use of the nearest aligning ART Zone to represent the Wellsford Wider Catchment (i.e. ART Zone 1). These temporal and spatial differences were not considered significant enough to explain the differences in projection levels.

7 The projected decline and its difference from the growth projections in the Baseline StatsNZ projections were noted and queried directly with RAMU (Research, Information and Monitoring Unit) at Auckland Council, who confirmed that their analyses and conclusions did confirm such projected decline for this Wider Wellsford Area (i.e. ART Zone 1).
3.3 Indicative Study Area

The study area was defined in the project brief as Wellsford and surrounding areas and towns including Tomarata, Te Ara, Te Hana, Port Albert, Wharehine, Tapora and Tauhoa (Map 3.1). For data purposes, the corresponding area in Statistics New Zealand terms was represented by the Census Area Units of Wellsford, Cape Rodney, and selected northern meshblocks from the Tauhoa-Puhoi Area Unit4. This alignment of respective areas of the Statistics NZ Census Area Units also included the areas of other nearby townships of Whangaripo, Pakiri and Mangakura.

Map3.1: Indicative Study Area from project brief.

For population projection purposes, the relevant ART Zone from Auckland Council’s Research, Investigations and Monitoring unit’s Auckland Regional Council Transport (ART) model (output: Scenario I, Version 11, 2017) was ART Zone 1. This was more geographically extensive that the ‘Wider Wellsford Catchment’ area defined here, so included higher base population numbers from some areas to the South that would be having greater population growth.

These differences in spatial boundaries were investigated to determine if significant population biases could have been introduced, but it was considered that while some baseline population differences did occur these were relatively minor in extent.

---

4 Tauhoa-Puhoi (North) = 7 Statistics NZ meshblocks - 144800, 144900, 145000, 145100, 145200, 145300, 146200.
4.0 KEY CHALLENGES

The analysis of key documents and findings from the consultation process have highlighted several key challenges for the sport and active recreation stakeholders of the Greater Wellsford District.

Satellite Rural Town – Travel Times

Wellsford Town and the surrounding areas act as a satellite town within the Auckland Council and Rodney Local Board boundaries. Given the area is some distance from the major hubs in the Auckland region significant distances would need to be travelled (creating long travel times) to participate in some sport and active recreation opportunities.

The neighbouring sporting destinations for the Wellsford community are Whangarei to the north (60 minutes away) while to the south are Warkworth (20 minutes) and Silverdale (over 60 minutes).

Auckland vs Northland

The Wellsford district sports teams are in a unique position of playing in either, or both, the Auckland and Northland competitions. Club members and participants (including students) come from both inside and outside of the Auckland region (and thus the area’s clubs and facilities are also serving non-Auckland Council rate payers).

Population Distribution

The Wellsford and the wider area is a large area with an unevenly distributed population. The major hub, the Wellsford township, has a population of approximately 1,850. However, the catchment area for sport and active recreation in the wider Wellsford district is approximately 10,500.

Limited Sport and Recreation infrastructure

The Wellsford district has access to a limited range of sport and active recreation infrastructure and opportunities. This is illustrated by it having:

- No community purpose built indoor active recreation space,
- No indoor year-round access to a pool,
- Limited walking and cycling opportunities,
- Limited youth orientated facilities/opportunities.

However, it should be noted that Auckland Council has recently invested in increasing the quality of the sportsfields, lighting and carparking at Centennial Park and are about to develop a new skate park at Wellsford War Memorial.
Aging Sport and Recreation Infrastructure

The existing sport and active recreation infrastructure is aging, with minimal maintenance and upgrading having occurred over recent times.

Accessibility and Safety

The ability for residents to safely travel by walking or cycling to the main town centre and sport and active recreation destinations is limited, or non-existent. This can restrict the uptake of sport and recreation opportunities as well as informal recreation opportunities.

Perceived Limited Communication with Local Board and Auckland Council

There has been in the past a perceived lack of contact or communication with the Rodney Local Board and Auckland Council; however over recent years this has changed to a working relationship with a focus on a potential partnership approach for future developments.

Perceived Growth

There is a common perception within the local community that the Wellsford district will significantly increase in population in future years. However, both the Statistics New Zealand and Auckland Council population projections indicate a low-level increase in population.

Statistics New Zealand population projections

<table>
<thead>
<tr>
<th>Statistics NZ</th>
<th>2018</th>
<th>2023</th>
<th>2026</th>
<th>2033</th>
<th>2038</th>
<th>2043</th>
<th>change 2018-2043</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Town</td>
<td>1,850</td>
<td>1,930</td>
<td>2,020</td>
<td>2,100</td>
<td>2,180</td>
<td>2,250</td>
<td>400</td>
<td>22</td>
</tr>
<tr>
<td>Wellsford Wider Catchment</td>
<td>10,500</td>
<td>11,280</td>
<td>12,320</td>
<td>13,340</td>
<td>14,350</td>
<td>15,330</td>
<td>4,830</td>
<td>46</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>66,800</td>
<td>76,100</td>
<td>84,600</td>
<td>92,900</td>
<td>100,700</td>
<td>108,000</td>
<td>41,200</td>
<td>62</td>
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<tr>
<td>Greater Auckland</td>
<td>1,699,900</td>
<td>1,859,300</td>
<td>1,999,100</td>
<td>2,112,000</td>
<td>2,222,700</td>
<td>2,356,200</td>
<td>526,300</td>
<td>37</td>
</tr>
</tbody>
</table>

Auckland Regional Council Transport (ART) Model projections

<table>
<thead>
<tr>
<th>ART</th>
<th>2021</th>
<th>2026</th>
<th>2031</th>
<th>2036</th>
<th>2041</th>
<th>2046</th>
<th>change 2021-2046</th>
<th>% change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wellsford Wider Catchment*</td>
<td>9,186</td>
<td>8,946</td>
<td>8,731</td>
<td>8,540</td>
<td>8,353</td>
<td>8,159</td>
<td>-1,027</td>
<td>-11</td>
</tr>
<tr>
<td>Rodney Local Board</td>
<td>71,237</td>
<td>83,700</td>
<td>96,508</td>
<td>121,084</td>
<td>143,276</td>
<td>151,772</td>
<td>80,535</td>
<td>113</td>
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<tr>
<td>Greater Auckland</td>
<td>1,770,579</td>
<td>1,899,650</td>
<td>2,023,449</td>
<td>2,133,064</td>
<td>2,239,859</td>
<td>2,333,564</td>
<td>503,984</td>
<td>32</td>
</tr>
</tbody>
</table>

* As represented by ART Zone 1, notably larger than the study scope area and that represented by Stats NZ CAUs.

Source: Auckland Regional Council Transport (ART) model (output: Scenario 1, Version 11)
5.0 KEY OPPORTUNITIES

The leadership team of the Wellsford Sports Collective has considered a series of key opportunities and endorsed these as a means of progressing sport and active recreation delivery in the community. These key opportunities include:

Improving Collaborative Approaches:

Historical decision making in respect of new or replacement facilities has often been undertaken on an ad-hoc basis. It will become increasingly important for all stakeholders to work collaboratively to improve delivery of sport and recreational facilities. In particular it will be critical that the sporting organisations of the wider Wellsford area work together in a collaborative manner to allow successful implementation of this plan.

Partnerships

Working together with partners, both within and outside the local board area, to develop and operate sports facilities will become increasingly important to optimise our network and maintain its sustainability. Schools and sports clubs have stated they are willing to partner with their existing facilities to increase the community usage.

Adaptability / functionality

Sports trends and our demographics are changing. What we need from a facility today is not necessarily what we will need in the future. Given that the lifespan of our typical sports facilities is at least fifty years, it is important that they be as adaptable and functional as possible.

Optimisation of existing assets

Where a proven need exists and a cost benefits analysis (which includes consideration of operational costs) dictates it is warranted, then existing assets should be optimised / refurbished. Clubs and codes should look to utilise the available capacity of facilities in neighbouring areas to optimise the utilisation of the existing network.

Multi use

Currently many sports facilities are underutilised for large periods of time. Facilities should be designed to enable multi uses where ever possible.
6.0 KEY CONSIDERATIONS

Several key considerations have been identified that should be considered by key stakeholders and decision makers when making planning decisions for Wellsford and the surrounding areas. These include:

Accessibility and Safety

The ability for residents to safely travel by walking or cycling to the main town centre and sport and recreation destinations, is limited or non-existent. Creating safe and accessible facilities is a powerful desire for members of the community.

Proposed Future Motorway

The Warkworth section of State Highway One’s new northern motorway extension is currently under development. The long-term plan is for the northern motorway to extend to Wellsford (although no capital funding has been allocated for the physical works) at this time.

If this extension occurs in the future, there are potential positive impacts for the Wellsford and the surrounding areas. These may include:
- A change in the district plan allowing for an increase in residential developments (which would increase the projected population base).
- Wellsford could become even more of a hub town, playing a role in the future growth of the Auckland and Northland regions.
- Greater accessibility to sports facilities to the south.

School Growth

The Wellsford Primary School has continued to experience roll growth over recent years. The increased number of younger people based in the Wellsford area will place increased pressure on both the sporting organisations and infrastructure.

Potential Partners

There are currently several potential partnerships that have been identified through the consultation process that would provide benefit to the community. Schools and sports clubs have stated they are willing to partner with their existing facilities to increase their community usage. The Rodney College pool and Wellsford Tennis Club are two such examples.
Wellisford Sports Collective

The Wellisford Sports Collective has been building capability and capacity within the group over the past several years. The collective is in a strong position to provide a cohesive voice to key stakeholders about the future sport and recreation priorities.

However, a key component for the success of the Wellisford Sports Collective will be its ability to engage with key community members and acquire their support for the implementation of this plan.
7.0 POTENTIAL PROJECTS

Key Issues Needing Action

A series of key needs / issues have been identified in Wellsford and surrounding areas that require addressing to advance sports and recreation delivery. The identified needs and the projects that will address them have been summarised and prioritised in Table 7.1. Certain needs and their associated projects were identified by proponent sports entities, while others emerged from a gap analysis.

The projects identified have been prioritised into three categories. These are:

- Short term priority projects are those that should be targeted for completion in a 1-3-year time frame.
- Medium term priority projects fall within a 4-10-year time frame.
- Long term priority projects fall within an 11-20-year time frame.

It is recommended that every three years this plan be re-evaluated, based on new data. This re-evaluation process will likely see new projects emerge and existing project priorities adjusted.

Important Note:

This plan does not replace the need for additional focused planning and analysis at a code and the specific facility level. Full feasibility and business case analysis will be required on certain large proposed projects. Inclusion in the plan should not be seen as an indication of a project’s feasibility / sustainability.
# Potential Sport and Recreation Projects

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Description</th>
<th>Needs</th>
<th>Proposed Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harbour Sport Partnership to support sports capability</td>
<td>- Partner with Harbour Sport to deliver a series of workshops for local sports clubs on content relating to increasing the sports capability.</td>
<td>- The need to increase the capability of sports clubs is a national priority from Sport New Zealand’s perspective.</td>
<td>Short term</td>
</tr>
<tr>
<td>Develop and improve walkways and cycleways</td>
<td>- Develop new and improve existing walk/cycle paths from Wellsford town centre to sport and recreation hubs of CP and WWM. - Focus on G3 outcome of the Greensway Plan, northern and southern Wellsford Town Centre options.</td>
<td>- Greensway Plan. - Safely and accessibility. - Limited to no existing provision of cycle and walkways.</td>
<td>Short term</td>
</tr>
<tr>
<td>Increase focus on Centennial Park (CP) as key sports hub - Stage 1</td>
<td>- Develop walk/cycle paths within CP. - Improve lighting for carpark area. - Understand the future of the A and P Society facility. - Develop fitness trail. - BBQ and picnic opportunities. - Increased co-ordination of park users and stakeholders.</td>
<td>- Key sport and recreation hub for Wellsford. - Limited recreation opportunities.</td>
<td>Short term</td>
</tr>
<tr>
<td>Wellsford War Memorial (WWM) Youth Hub Develop</td>
<td>- Develop further youth focused outdoor opportunities at WWM. - 3 and 3 basketball court.</td>
<td>- Limited youth focus within Wellsford. - Addition of new skate park at WWM will create first phase of youth zone.</td>
<td>To be completed in 2018</td>
</tr>
<tr>
<td>Corry Block</td>
<td>- Investigate potential to secure the Corry Block for long term informal recreation opportunities.</td>
<td>- Limited informal recreation opportunities currently exist. - Adjacent to CP which would enhance the CP and the key hub site.</td>
<td>Short term</td>
</tr>
<tr>
<td>Wellsford Multisport Facility Development Investigation</td>
<td>- Wellsford Multisport Facility Development planning and feasibility project.</td>
<td>- Current A and P Society asset has limited life.</td>
<td>Short term</td>
</tr>
<tr>
<td>Item 12</td>
<td>Wellford Rugby Club Kitchen/Bar Upgrade</td>
<td>Rodney Netball Centre Improvements Stage 1</td>
<td>Rodney College Pool Partnership Investigation</td>
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</tr>
<tr>
<td></td>
<td>• Rugby, cricket, netball, squash, archery, boxing, and A and P Society (and other community users).</td>
<td>• Upgrade the existing kitchen and bar areas of clubrooms.</td>
<td>• Investigate the ability for the College pool to extend its months of use.</td>
</tr>
<tr>
<td></td>
<td>• Future decision on the current building is required.</td>
<td>• Aging asset; Limiting ability to maximise revenue opportunities.</td>
<td>• No community pool within wider Wellford area.</td>
</tr>
<tr>
<td></td>
<td>• Purposed multisport facility may be required if the A and P Society facility is removed.</td>
<td>• Significant membership base.</td>
<td>• New commercial pool in Waitakere.</td>
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<tr>
<td></td>
<td></td>
<td>• Increases the use of existing assets.</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Item 12</td>
<td>Tomarata Hall Floor Upgrade</td>
<td>Partnerships to develop bush walking opportunities</td>
<td>Increase focus on CP as key sports hub - Stage 2</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>Upgrade the existing hall floor to provide appropriate levels of service to match community use.</td>
<td>Develop bush walking track opportunities. (e.g. Hateo Domain).</td>
<td>Develop toilet and storage facilities for athletics.</td>
</tr>
<tr>
<td></td>
<td>Limited informal recreation opportunities.</td>
<td>Limited informal recreation opportunities.</td>
<td>Aging existing small toilet block. Limited container shed as storage facility.</td>
</tr>
<tr>
<td></td>
<td>Medium term</td>
<td>Medium term</td>
<td>Long term</td>
</tr>
</tbody>
</table>
8.0 CASE STUDY

Warkworth Showgrounds Facility Developments

Background
The Warkworth Showgrounds are owned by Auckland Council and located on State Highway One opposite Hudson Road in Warkworth in the Rodney Local Board area. The Showgrounds have been undergoing a process of significant development since 2004. This long-term project has been advocated for many years by the Mahurangi Community Sport and Recreation Collective Incorporated ("the MCSRC"). This volunteer-run organisation represents several sports clubs based in the area, such as rugby, netball, football, gymnastics and hockey and other groups that include the Warkworth A&P Society, Mahu Bike and Skate and Warkworth Pony and Dressage Clubs. The MCSRC is also the key point of liaison for the Rodney Local Board and Council staff.

Development
At a July 2013 meeting, the Rodney Local Board resolved to adopt the updated plan and support the MCSRC as the main stakeholder group for the future development of a multi-purpose complex within the Showgrounds site; while also supporting discussions with the MCSRC for the governance, feasibility and design of the proposed multi-purpose complex.

Since this time, a feasibility study has been completed for the site as well as significant facility upgrades for rugby, football, hockey and netball and other infrastructure improvements (e.g. toilets, a playground, landscaping, carparking, LED lighting and new wastewater system). The funding for the upgrades has come via Council, the community, and grant funding. The sports groups who are based at the Showgrounds have also made facility-related investments and managed the development of their respective projects as their leases allow.

The MCSRC’s objectives for the development of the Showground’s site and buildings to be located there include the following:

- A vibrant destination venue that offers high quality programmes, events and facilities which will be able to attract participants across multiple sports codes from across the Auckland region.
- Being able to maximise the synergies and efficiencies of collocating sport and community-based groups together.
- A place that enables the community to come together, meet their needs and recognise growth in the local area.
- A building that does not duplicate facilities within the wider network of community facilities, can host multiple activities and events (both sporting and otherwise) over all seasons.
Shared Facilities

In late 2015, Council approved funding to be spent on upgrading the existing rugby club facilities on-site and a funding agreement was signed between Council and the rugby club. In addition to the grant being supported by the MCSRC, the Council's funding was matched by Foundation North and additional financial input by the club itself. This interim solution for shared changing room space and clubroom use subsequently meant that all the sports codes who use the Showgrounds would be able to use the rugby club’s facilities with the MOU highlighting that the rugby club would continue to manage the facility on behalf of all users. Eventually, these shared facilities will be demolished to make way for a larger, shared multisport complex.

Current Snapshot and Future Development

A recent newspaper article in the Rodney Times (5th December 2017) suggested the following positive outcomes had been achieved at the Showgrounds because of the development work outlined above:

- There has been a significant increase in the number of people using the available facilities (i.e. has increased from approximately 800 rugby club members to around 2,500 club members across all sports codes and related activities).
- Junior rugby has reported a 67% growth in participation over the past five years.
- The Showground site is now providing space for rugby, hockey, netball, karate, a dog club, walkers, runners, a pony club, rodeo, arts and crafts and the A&P show.

The MCSRC have indicated that future stages of development will ideally revolve around a new GymSports facility, a bike and skateboarding track/park, a covered equestrian facility, a swimming pool, and shared clubrooms.

Plate 1: Outdoor courts at night, Workworth Showgrounds (source: Stuff.co.nz)
9.0 KEY NEXT STEPS

Key Next Steps

1. The proposed projects and their related priorities will be guided by the Wellsford Sports Collective.

2. A communications plan is developed so that a coordinated approach is undertaken to deliver the key findings of the study.

3. The Greater Wellsford District Sport and Active Recreation Plan is presented to the Rodney Local Board and other key stakeholders.

4. Key community members are identified and invited to become part of the Wellsford Sports Collective.

5. Certain roles and responsibility are divided up and distributed within the Wellsford Sports Collective member clubs (undertaken to provide support to the committee).

6. Identify key short-term projects that can be progressed and implemented by the Wellsford Sports Collective and the wider community.

7. Work with the local community, Harbour Sport and Rodney Local Board to develop a work programme for the identified short-term projects as identified within the study.

8. The Wellsford Sports Collective to undertake an annual review of the Greater Wellsford District Sport and Active Recreation Plan and update and amend as required.
Te take mō te pūrongo / Purpose of the report
1. To receive the Kumeu/Huapai indoor facility feasibility study dated August 2017.

Whakarāpopototanga matua / Executive summary
1. The Kumeu/Huapai indoor facility feasibility study was completed in late August 2017.
2. Although work on the project has progressed, the feasibility study was not reported to the local board at the time.
3. The feasibility study is being reported now to complete accountability to the local board.
4. The feasibility study found that an indoor multisport facility at Huapai Domain could be feasible if conditions were met to support the facilities revenue base, and that further detailed planning will be required to refine cost estimates.

Ngā tūtohunga / Recommendation/s
That the Rodney Local Board Parks and Recreation Committee:


Horopaki / Context
5. In June 2015 the local board allocated $20,000 to undertake a needs assessment for a multi-sport indoor facility at Huapai Domain (RD/2015/81). The report advised that population growth indicated that a multisport facility would be required in approximately 10 years, but the opportunity to leverage a significant financial contribution from Kumeu Racquets would justify progressing a multisport development ahead of predicted growth.
6. In June 2016 the local board allocated $20,000 to undertake a feasibility study on a multisport facility at Huapai Domain (RODPC/2016/39).
7. The Kumeu/Huapai indoor facility feasibility study was developed by Visitor Solutions Limited with local sport and recreation stakeholders and was completed in late August 2017. The feasibility study was not formally reported to the local board at the time.
8. In June 2017 the local board allocated $30,000 to progress planning and prepare a business case for a multisport indoor facility at Huapai Domain (RODPC/2017/13). This work is likely to continue into the 2018/2019 financial year following the decisions on the Long-term Plan 2018-2028.
9. The feasibility study informed the local board’s One Local Initiative submission to the Long-term Plan in November 2017.
10. The feasibility study is being formally reported now to ensure accountability to the local board is completed.

Tātaritanga me ngā tohutohu / Analysis and advice
11. The Kumeu/Huapai indoor facility feasibility study indicated that such a facility could be feasible provided certain conditions were met which would support the revenue base
including, for example: a critical mass of fee paying members, a possible annual operating subsidy from council and a pay-for-play social sport programme.

12. The preliminary operational budget presented in the feasibility study is necessarily based on estimates and assumptions. Further work is required to define the scope of the facility, confirm ownership and governance models, formalise partnerships and investments, before more accurate business modelling can be completed.

**Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views**

13. There are no particular local impacts arising from the local board accepting the Kumeu / Huapai indoor court facility feasibility study.

14. Potential future development of the facility may have implications for the local community. These will be addressed in future reports as they arise.

**Tauākī whakaaweawe Māori / Māori impact statement**

15. There are no particular impacts on Maori, relative to the wider community, which arise from the local Board accepting the Kumeu/Huapai indoor court facility feasibility study.

16. Potential future development of the facility may have implications for Maori and the Auckland Plan-identified Maori outcomes. These will be addressed in future reports as they arise.

**Ngā ritenga ā-pūtea / Financial implications**

17. There are no financial implications directly from the local board accepting the Kumeu/ Huapai indoor court facility feasibility study.

18. The feasibility study acknowledges that it does not guarantee any future funding or commitment from the local board, Auckland Council, or other investors.

19. Future financial implications may flow from the future development of the facility but these will be subject to consideration in their respective reports as they arise.

**Ngā raru tūpono / Risks**

20. No significant risks are anticipated from the local board accepting the Kumeu/ Huapai indoor court facility feasibility study.

**Ngā koringa ā-muri / Next steps**

21. Auckland Council will announce the outcome of the local board’s One Local Initiative submission when it adopts the Long-term Plan in June 2018.

22. Ahead of the Long-term Plan announcement staff will maintain communication with sport and recreation stakeholder groups and prepare for next stages of preliminary planning necessary to progress to concept design and business modelling.

**Ngā tāpirihanga / Attachments**

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Kumeu/Huapai indoor facility feasibility study</td>
<td>37</td>
</tr>
</tbody>
</table>
## Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Nick Harris - Sport &amp; Recreation Team Lead</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Mace Ward - General Manager Parks, Sports and Recreation</td>
</tr>
<tr>
<td></td>
<td>Dave Stewart - Manager Sport &amp; Recreation</td>
</tr>
<tr>
<td></td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
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August 2017
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1.0 INTRODUCTION

1.1 Purpose of Report

Visitor Solutions was commissioned by the Rodney Local Board to undertake a feasibility study on a potential indoor multisport facility within the Kumeu and Huapai area.

The feasibility study follows on from the 2016 ‘Needs Assessment for Indoor Sport and Recreation Facilities within Kumeu – Helensville’ which identified the need for an indoor recreation facility (a secondary hub facility) in the Kumeu/Huapai area.

The preferred facility location, size, capital and operational cost estimates, as well governance and management considerations, were identified as key outcomes from the report.

1.2 Scope and Methodology

The feasibility study’s methodology included the following key elements:

- A review of secondary data (such as existing lease agreements, relevant strategies and plans, and a scoping assessment of other local sports, recreation and community facilities).
- Stakeholder analysis - primary data collected via consultation and interviews with key stakeholder groups (such as sports club representatives and Council Officers),
- Site and context analysis,
- Potential partnership assessment,
- A preliminary conceptual design phase (including development of a functional design brief, a site options analysis, and preliminary building concept options),
- Review and analysis of potential governance and management structures,
- A preliminary cost estimate,
- A preliminary financial analysis, and
- Client workshops to discuss progress and key findings.
2.0 BACKGROUND AND STAKEHOLDERS

2.1 Background of Project

The Kumeu Racquets Club, Norwest United Football Club, Kumeu Cricket Club and the Western United Netball club have signed an ‘MOU’ committing themselves to progressing the development of a multisport indoor facility.

The Rodney Local Board has supported the project through the provision of funding for the 2016 ‘Needs Assessment for Indoor Sport and Recreation Facilities within Kumeu – Helensville’ and this feasibility study. A project team consisting of the sports clubs, council staff, and Harbour Sport staff have been meeting to progress the project.

2.2 Key Stakeholders

The following information provides a high-level overview of each of the partner organisations.

<table>
<thead>
<tr>
<th>Stakeholder Name</th>
<th>Key Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rodney Local Board</td>
<td>Identified the future need for an indoor recreation facility (a secondary hub facility) in the Kumeu/Huapai area.</td>
</tr>
</tbody>
</table>
| Kumeu Racquets Club (Badminton and Squash) | Membership of 80  
|                                 | Own the land and building  
|                                 | Includes 3 badminton courts and 3 squash courts                                |
| Norwest United Football Club     | Have a membership of approximately 560  
|                                 | They own their aging clubrooms.                                                |
| Kumeu Cricket Club              | A growing membership of approximately 500  
|                                 | Own their clubrooms which have been recently upgraded  
|                                 | The cricket club is looking to develop an indoor training net facility        |
| Western United Netball club     | Membership of 100.  
|                                 | Mixture of senior and junior teams  
|                                 | Utilise the Kumeu Community Centre for indoor training and winter social league. |
| Harbour Sport                   | The North Harbour Basketball and Volleyball organisations are requiring additional satellite facilities.  
|                                 | North Harbour Volleyball has been increasing by 25% over the past three years  
|                                 | North Harbour basketball is turning teams away due the North Shore Events Centre being at capacity. |
3.0 KUMEU/HUAPAI INDOOR NEEDS ANALYSIS

A needs assessment for indoor sport and recreation facilities within the study area of Riverhead, Kumeu, Huapai and Helensville was undertaken in 2016. The assessment which was led by the Rodney Local Board was conscious of the potential impact the projected population growth may have on sport and recreation facilities in the study area. The Board wishes to be proactive in responding to potential increases in demand. Also, a number of community sport organisations had also expressed interest in exploring the potential of developing a new multi-sport facility, possibly centred on an indoor sport facility.

The needs analysis has concluded that:

1. The need for an indoor recreation facility (a secondary hub facility) in the study area has been established. This is based on an analysis of existing facilities and the demand growth (which is linked with population projections).

2. There are no community indoor recreation facilities (with netball and basketball court dimensions) specifically for formal and informal sport within the study area. Kaipara College has a facility capable of accommodating community sport teams and programmes, but does not currently encourage community use of its facility (see following sections).

3. The projected growth in the study area (see above) is strongly focussed around Kumeu, particularly to the west incorporating Huapai. This area is projected to grow from 3,040 in 2016 to 18,383 by 2046.

4. The timing of the facility will likely be dependent on the speed of the projected population growth, and/or funders’ willingness to develop facilities slightly ahead of growth (for example, because potential partnership options may make it advantageous).

5. The optimal location for the facility is in the Kumeu/Huapai area. This is primarily based on factors such as a favourable drive time analysis, which shows the facility can be accessed within 1.5 minutes by most residents in the study area, the fact that the area has the largest projected population, and that a number of potential partnering opportunities exist.

6. The report recommended that discussions are undertaken with potential partners in Kumeu/Huapai to test their willingness to explore opportunities.
4.0 THE PROJECT CONCEPT – INDOOR MULTISPORT FACILITY

The Rodney Local Board and project stakeholders have initiated a potential indoor multisport facility within the Kumeu and Huapai area. The project is based on the key stakeholders being part of the proposed facility at some phase of the project’s development. This could be expanded to include the new primary school which is being developed on the adjacent site of the proposed indoor multisport facility.

4.1 Proposed Indoor Multisport Facility

The proposed indoor multisport facility can be broken down into four components:

1. Indoor court space for both competitive and social sport and recreational needs. The indoor court space would provide for:
   - Formal sporting needs – competition and training
   - Informal recreational needs
   - Functions, prize givings etc.
   - Community events

2. Squash courts provide for the Kumeu Rackets club membership and wider community use.

3. Clubroom/ hub facility which provides for clubroom, social and functions requirements for all the partners and wider community. It would be utilised under a shared space arrangement.

   Several the sporting stakeholders are proposing to base themselves at the indoor multisport facility which will become their clubrooms (see key note).

   The Kumeu Rackets Club is proposing to relocate to the proposed indoor multisport facility from their existing site.

4. Utilising the public outdoor netball courts for wider community sports use such as:
   - Hockey training
   - Junior football training
   - Futsal competitions

Key Note: Multisport developments are strongly encouraged by both Sport New Zealand and Auckland Council as effective practise for the long-term sustainability of sporting organisations.
4.2 Partnership Opportunities

Multisport Development on Huapai Domain

The existing clubs based on Huapai Domain are working together to progress a multisport development, including an indoor recreation space. The Western United Netball Club, Kumeu Cricket Club and the Norwest United Football Club are the key clubs involved in the proposed multisport development. Potential also exists for other sports such as volleyball and basketball.

Huapai Domain is centrally located and is located on the main arterial route.

Kumeu Racquets Club

The Kumeu Racquets Club is the main indoor sports club in the study area (comprising badminton and squash). The club own their land and indoor sports facility. The Club is investigating their potential future facility options.

New Kumeu Primary School

The Ministry of Education is planning the development of a full primary school (Years 1 to 8) adjacent to Huapai Domain to be called Kumeu Primary School. This will meet the projected population of growth.

The new primary school will potentially require an indoor multipurpose space, either in the form of a school hall, or a more focused recreation space.

There is a potential partnership opportunity between the Ministry of Education and a selection of stakeholders such as Auckland Council and Rodney Local Board (and potentially even the sports clubs involved in the proposed multisport development on Huapai Domain).

4.3 Proposed Facility Place in the Wider Network

Given the nature of the study area a hub and spoke approach is considered effective practice when considering the development of indoor recreation facilities. The objective of a hub and spoke model is to provide better alignment and coordination of facility provision and development.

A centralised larger facility is developed which is accessible to outlying areas. This hub is designed to serve the wider catchment. The outlying areas are also served by a series of smaller (or shared community / school) satellite facilities. These facilities meet
the basic needs of a smaller local catchment (for example, junior sports teams and local social sport’s needs).

The centralised hub facility can be developed to a higher specification than the satellite spoke facilities. In the case of the study area the hub is better termed a secondary hub as it would in turn link with sub regional primary hubs outside the study area (such as Massey Leisure Centre, Trusts Stadium and the North Shore Events Centre) (See below).

The secondary hub in the form of an indoor multipurpose recreation space should cater for a wide range of sports and recreation activities (traditional indoor sport and recreation activities through to emerging activities such as futsal and others).

The key users of this facility would be sports clubs and teams, schools and the wider community (from within the study area). The focus would be on both formal and informal training and competition.
5.0 SITE OPTIONS ANALYSIS

6.1 Overview

As part of the process the Rodney Local Board required a high-level analysis be undertaken of potential sites within the Kumeu and Huapai areas that could accommodate the proposed indoor multisport facility.

The following sites were identified within the project scope to review:

- Kumeu A & P Showgrounds
- Kumeu Rackets Club
- Huapai Domain

The following table provides a high-level summary of the analysis of these three sites when compared to a series of assessment criteria.

The site options analysis highlights that the Huapai Domain site is the preferred site in which to develop the proposed indoor multisport facility.

<table>
<thead>
<tr>
<th>Criteria Assessment</th>
<th>A &amp; P Showgrounds</th>
<th>Kumeu Rackets Club</th>
<th>Huapai Domain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site's ability to accommodate multisport facility needs</td>
<td>Low</td>
<td>Low</td>
<td>High</td>
</tr>
<tr>
<td>Site location</td>
<td>Medium</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>Alignment of site to key partners</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>Proximity to population/residential area</td>
<td>Low</td>
<td>Low</td>
<td>High</td>
</tr>
<tr>
<td>Site land ownership</td>
<td>Trust</td>
<td>Private</td>
<td>Council</td>
</tr>
<tr>
<td>Multisport potential of the site</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>Ability to create a sports hub</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>Site's ability to accommodate growth</td>
<td>Medium</td>
<td>Low</td>
<td>Medium</td>
</tr>
<tr>
<td>Link to other sport and recreation activities/facilities</td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
</tr>
<tr>
<td>Ability for long term lease/use of site</td>
<td>Medium</td>
<td>Low</td>
<td>High</td>
</tr>
</tbody>
</table>
### 6.2 Detailed Analysis

A detailed analysis of each of the site options is outlined in the following tables based on the series of assessment criteria.

#### Kumeu A & P Showgrounds Site

<table>
<thead>
<tr>
<th>Criteria Assessment</th>
<th>Comments</th>
</tr>
</thead>
</table>
| Site’s ability to accommodate multisport facility needs | • Focus of site on agriculture and large community events  
• Non-sporting focus of current site and ownership |
| Site location                           | • Located on boundary of rural area                                     |
| Alignment of site to key partners       | • Limited alignment to key partners of cricket, football and netball  
• Site is adjacent to current rackets club building  
• Site is located away from sports facilities of netball, cricket and football |
| Proximity to population/residential area | • Site is on the boundary of rural area, away from main residential and growth areas |
| Site land ownership                     | • Site owned by Kumeu A & P Showgrounds Trust                           |
| Ability to create a sports hub         | • As above                                                              |
| Site’s ability to accommodate growth    | • As above                                                              |
| Link to other sport and recreation activities/facilities | • No link to the key partners’ facility needs and requirements |
| Ability for long term lease/use of site | • Limited due to site ownership and focus of the site                  |

#### Kumeu Rackets Club Site

<table>
<thead>
<tr>
<th>Criteria Assessment</th>
<th>Comments</th>
</tr>
</thead>
</table>
| Site’s ability to accommodate multisport facility needs | • Site is limited in terms of size to accommodate significant indoor multisport needs  
• Limited carparking available to cater for large membership/usage |
| Site location                           | • Boundary of industrial and residential area                            |
| Alignment of site to key partners       | • Limited alignment to the key partners of cricket, football and netball  
• Site is located away from sports facilities of netball, cricket and football |
| Proximity to population/residential area | • Site is on the boundary of rural area, away from main residential and growth areas |
| Site land ownership                     | • Privately owned by Kumeu Rackets Club                                  |
| Multisport potential of the site        | • Site could accommodate indoor sports needs to some extent  
• No ability to link to or provide for outdoor sports of football and cricket |
### Huapai Domain Site

<table>
<thead>
<tr>
<th>Criteria Assessment</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site’s ability to accommodate multisport facility needs</td>
<td>Strong potential to cater for a variety of indoor and outdoor sporting and recreation needs</td>
</tr>
<tr>
<td>Site location</td>
<td>Adjacent to main highway network; Adjacent to main residential growth area of Kumeu/Huapai</td>
</tr>
<tr>
<td>Alignment of site to key partners</td>
<td>Existing partners of cricket, football and netball are based at the site; Playing fields, wickets and training courts already provided within the Domain</td>
</tr>
<tr>
<td>Proximity to population/residential area</td>
<td>Adjacent to main residential growth area of Kumeu/Huapai</td>
</tr>
<tr>
<td>Site land ownership</td>
<td>Auckland Council owned land</td>
</tr>
<tr>
<td>Site’s ability to accommodate growth</td>
<td>Potential for some growth within the site; Majority of the site is developed as playing fields; Small portion of the site is underdeveloped at present</td>
</tr>
<tr>
<td>Link to other sport and recreation activities/facilities</td>
<td>Existing partners of cricket, football and netball are based at the site; Playing fields, wickets and training courts already provided within the Domain</td>
</tr>
<tr>
<td>Ability for long term lease/use of site</td>
<td>Strong ability for long term lease with Council as a land owner; Reserve management plan for the site allows for leases for sport and recreation groups</td>
</tr>
</tbody>
</table>
6.0 HUAPAI DOMAIN – INDOOR MULTISPORT FACILITY OPTIONS

6.1 Introduction

A series of bulk and location options have been developed which outline alternative options for how an indoor multisport facility could be progressed within Huapai Domain.

Four preliminary bulk and locations options were explored. These options all come with different considerations. The options are:

1. Option 1 – Indoor courts (including squash courts) and clubroom space for badminton, squash and netball. Cricket and football remain in their existing building.

2. Option 2 – Indoor courts (including squash courts) and clubroom space for badminton, squash, netball and football. Cricket remains in their existing building.

3. Option 3 – Indoor courts (including squash courts) and clubroom space for badminton, squash and netball. Cricket enhance their existing building to accommodate football needs. Existing football building is removed.

4. Option 4 - Indoor courts (including squash courts) and clubroom space for badminton, squash, netball cricket and football. Cricket and football existing buildings are removed. Realignment of some pitches and wickets is undertaken.

A series of bulk and location plans for each of the four options have been developed which are highlighted below.
Option 1 - Indoor courts and clubroom space for badminton, squash and netball. Cricket and football remain in their existing building.
Option 2 – Indoor courts and clubroom space for badminton, squash, netball and football. Cricket remains in their existing building.
Option 3 – Indoor courts and clubroom space for badminton, squash and netball. Cricket enhance their existing building to accommodate football needs. Existing football building is removed.
Option 4 - Indoor courts and clubroom space for badminton, squash, netball, cricket and football. Cricket and football existing buildings are removed. Realignment of number pitch and wicket is undertaken.
### 6.2 Overview of Options

An overview of each of the options has been undertaken to identify the potential benefits, considerations and key cost factors. The table below provides an overview of the analysis.

<table>
<thead>
<tr>
<th>Option</th>
<th>Benefits</th>
<th>Considerations</th>
<th>Key Cost Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1</td>
<td>Multisport indoor court facility  Hub of sports clubs/codes based out of indoor court facility  Connection to new school  Increase use of hard court space</td>
<td>Limited connection between Multisport indoor court facility and football and cricket clubs  Increase of buildings on open space land</td>
<td>Multisport indoor court facility  Artificial surface  Carpark</td>
</tr>
<tr>
<td>Option 2</td>
<td>Multisport indoor court facility overlooking new football number 1  Connection to new school  Increase in sports clubs’ part of Multisport indoor court facility  Increase revenue potential of Multisport indoor court facility  Decrease of a building on open space land  Increased parking ability</td>
<td>Limited connection between Multisport indoor court facility and cricket club  Larger size Multisport facility required</td>
<td>Multisport indoor court facility  Artificial surface  Carpark  Upgrade of existing football pitch to higher standard</td>
</tr>
<tr>
<td>Option 3</td>
<td>Development of small multisport clubrooms  Connection to new school  More sustainable cricket and football clubs  Utilise existing cricket facility as base  Reduce number of facilities on open space land  Increased parking ability</td>
<td>Limiting revenue potential of Multisport indoor court facility  Two multisport hubs within the park</td>
<td>Multisport indoor court facility  Artificial surface  Carpark  Enhancement of Cricket clubrooms to cater for football club needs</td>
</tr>
<tr>
<td>Option 4</td>
<td>Fully integrated multisport facility catering for indoor courts and clubrooms  Connection to new school  Multisport indoor court facility overlooking new football and cricket number 1 pitches/wickets as well as artificial turf courts  Most sustainable approach for all clubs, due to large combined membership/usage  Reduce number of facilities on open space land  Increased parking ability</td>
<td>Largest size multisport facility required  More space required to accommodate multisport facility  May require the acquisition of one of the existing netball/tennis courts  Cricket block would be isolated  Recent Cricket Club clubrooms upgrade lost</td>
<td>Multisport indoor court facility  Artificial surface  Carpark  Upgrade of existing football pitch to higher standard  New grass cricket wickets (Minimum 6 strips)</td>
</tr>
</tbody>
</table>
7.0 PREFERRED DEVELOPMENT OPTION

7.1 Preferred Development Option

Option 4 - Indoor courts and clubroom space for badminton, squash, netball, cricket and football is the overall preferred option. This option delivers the maximum benefit of a multisport project which is considered effective practice nationally and internationally.

New Zealand and international research reveals the potential advantages of multisport developments. These include:

- Operational savings (shared costs),
- More revenue streams,
- Higher quality, more functional facilities,
- Better usage year-round (summer and winter sports),
- Increased participation,
- Higher membership numbers,
- Increased public profile,
- Increased club and sports code participation,
- Increased, lifelong participation in sport.

Although Option 4 is the preferred development option which the stakeholders should focus on, in implementing it is worth noting that there is the ability to either stage the development, or for stakeholders to join at a later date.

The Rodney Local Board and project stakeholders will need to commit to being part of the initial indoor multisport facility development for the final schedule of spaces and design process to be finalised.
8.0 PRELIMINARY SCHEDULE OF SPACES

8.1 Preliminary Schedule of Spaces

The preliminary schedule of spaces should be seen as a starting point to enable discussion between stakeholders and potential funders to progress, as well as enabling a preliminary estimate of capital costs to be established.

The final configuration of the proposed facilities and site layout will need be negotiated with the project stakeholders (prior to reaching a detailed design).

The final confirmed list of stakeholders involved in the initial indoor multisport facility will determine such components as the number of changing rooms, storage, and sizes of indoor spaces.

<table>
<thead>
<tr>
<th>A sports hall with multi marking floor</th>
<th>Capable of delivering multiple floor layouts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Full Size Basketball or Full-Size Netball Court, or</td>
</tr>
<tr>
<td></td>
<td>• 2 x 3/4 size Basketball Courts (also giving one full-size court)</td>
</tr>
<tr>
<td></td>
<td>• 2 x 3/4 Netball Courts (also giving one full-size court)</td>
</tr>
<tr>
<td></td>
<td>• 6 Badminton Courts</td>
</tr>
<tr>
<td></td>
<td>• 3 x Full Size Volleyball Courts</td>
</tr>
<tr>
<td></td>
<td>• Futsal/indoor Football</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Squash Courts</th>
<th>4 Squash Courts</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>3 x Indoor Cricket Nets</th>
<th>Multipurpose ability for other sports training and use</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Office Space</th>
<th>Small office space for clubs that are part of the multisport facility</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Main Reception/Foyer</th>
<th>Main entrance and management of site flow and users</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Function Room/Bar/Kitchen</th>
<th>Capacity for 100 people</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Larger functions to utilise main floor space/indoor cricket space</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Community Room</th>
<th>Multipurpose room that can be used for meetings, presentations etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Capacity for 20</td>
</tr>
<tr>
<td></td>
<td>Larger meetings can use function space</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Changing rooms</th>
<th>Indoor court users</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Outdoor field and court users (depending if football and cricket move)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Storage</th>
<th>Large area for all indoor and outdoor sporting equipment needs</th>
</tr>
</thead>
</table>
9.0 PRELIMINARY SKETCH FLOOR PLAN

9.1 Introduction

The proposed indoor multisport facility has been developed into a preliminary sketch floor plan. It is anticipated that the preliminary sketch floor plan will be the first step in the design process and which will be modified as the project progresses.

Two preliminary sketch floor plan options have been developed:

1. Includes all the components identified in the preliminary schedule of spaces section (which is also based on the preferred Development Option 4 as identified in Section 7)

2. Excludes the indoor cricket nets and reduces the number of changing rooms.

The purpose of the second preliminary sketch floor plan option is to demonstrate the ability for the project to be staged; which allows for the capital fund raising to be progressed.

The below preliminary sketch floor plans identify the two development options as well as the site location within Huapai Domain in which the proposed indoor multisport facility should be located.
Overview – Site location of Indoor Multisport Facility within Huapai Domain
Preliminary Sketch Floor Plan – Staged Approach with Reduced Facility Component
10. PRELIMINARY ESTIMATE OF COSTS

A range of preliminary estimate of costs have been identified against the preliminary sketch floor plans of:

1. All the components identified within the preliminary schedule of spaces section (which is also based on the preferred Development Option 4 as identified in Section 7)

2. Excludes the indoor cricket nets and reduces the number of changing rooms.

The range of cost estimates, which take into consideration the different quality levels of the construction, are outlined below:

- Traditional procurement relates to precast walls to full height, insulated and to a durable standard befitting a council public sports facility.

- Lower quality relates to a mixture of precast walls and colorsteel cladding, limited insulation

- King Span - Colorsteel cladding, no insulation or linings, ancillary facilities to be provided as basic ground floor internal partitions within Wharehouse, comprising WCs, staff, office and store, site works to be reduced

The estimated costs are based on indicative sizes, building location and a traditional procurement process, or a lower quality specification of building. It is expected that during the detailed design stage a comprehensive analysis will be undertaken to identify more exact costs. The detailed breakdown of the preliminary estimate of costs is outlined in Appendix 1.

10.1 Summary Table Breakdown

The table below outlines the summary of costs for the facility components as identified from the preferred development option.

<table>
<thead>
<tr>
<th>Development Option</th>
<th>Preliminary Cost Estimate</th>
<th>Lower Quality of Specification for Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traditional Procurement Build</td>
<td>$12,500,000</td>
<td>$11,300,000</td>
</tr>
</tbody>
</table>
All the components identified within the preliminary schedule of spaces section, including indoor cricket nets and 6 changing rooms

<table>
<thead>
<tr>
<th>Traditional Procurement Build</th>
<th>$11,000,000</th>
<th>$10,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>As above with reduction in size and quality of indoor cricket nets and key spaces</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reduction in Facility Components - Traditional Procurement Build</th>
<th>$9,200,000</th>
<th>$8,350,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>As above, but no indoor cricket nets, or outdoor changing rooms</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>King Span Quality Building</th>
<th>$6,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>All the components identified within the preliminary schedule of spaces section, including indoor cricket nets and 6 changing rooms</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Car Parking Additions</th>
<th>$1,000,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>3000m² of new carparking (if required)</td>
<td></td>
</tr>
</tbody>
</table>

10.2 Reducing the Preliminary Estimated Costs

Reduce Footprint of Building

The preliminary medium development option has the potential for some facility components to be scaled down in size, or excluded from the final development once a detailed review is completed. The final decision on a reduction in the size of the buildings will impact on the final cost of the development.

The reduction in the size of the community hub building, and/or the exclusion of spaces such as function space will result in a reduction in the overall capital cost. The current average square metre building rate of approximately $3,800/m² (excluding fees) demonstrates the savings that can be made by reducing the overall size of a proposed building.

Staged Build

The potential to stage components of the overall development will provide the ability to spread the cost of the build out over time.

This could be the indoor cricket nets, or the 4 outdoor changing rooms if the football club decides to remain at their existing clubrooms.
### 10.3 Individual Facility Breakdown

The tables below outline the individual costs for each of the facility components as identified from the preferred development option.

<table>
<thead>
<tr>
<th>Traditional Procurement</th>
<th>Area m²</th>
<th>m² Rate</th>
<th>Cost Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Building</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st Floor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports Hall</td>
<td>1110</td>
<td>2,200</td>
<td>2,442,000</td>
</tr>
<tr>
<td>Sports Storage</td>
<td>185</td>
<td>2,200</td>
<td>407,000</td>
</tr>
<tr>
<td>Squash Courts</td>
<td>260</td>
<td>2,500</td>
<td>650,000</td>
</tr>
<tr>
<td>Indoor Cricket Nets</td>
<td>550</td>
<td>2,200</td>
<td>1,210,000</td>
</tr>
<tr>
<td>Change Rooms 1 - 6</td>
<td>290</td>
<td>3,800</td>
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</tr>
<tr>
<td>Gallery</td>
<td>424</td>
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<td>Meeting Room</td>
<td>38</td>
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</tr>
<tr>
<td>Kitchen / Bar / Store</td>
<td>83</td>
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</tr>
<tr>
<td>Office 34 m2</td>
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<td><strong>Gross Floor Area</strong></td>
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<td></td>
</tr>
<tr>
<td>Kitchen &amp; bar fit outs, Sum</td>
<td></td>
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</tr>
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<td>Cricket nets, Sum</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Provisional Allowances for Site Works</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services Infrastructure</td>
<td>sum</td>
<td></td>
<td>600,000</td>
</tr>
<tr>
<td>External paving around building</td>
<td>1,000</td>
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</tr>
<tr>
<td>Landscaping around building</td>
<td>sum</td>
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<td>50,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td></td>
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<tr>
<td>Professional Fees &amp; Consents</td>
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<td></td>
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<tr>
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<tr>
<td><strong>Total</strong></td>
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<td>12,544,611</td>
</tr>
</tbody>
</table>

10% reduction due to lower quality specification of building  

11,290.150
## Traditional Procurement Build

- As above with reduction in size and quality of indoor cricket nets and key spaces

<table>
<thead>
<tr>
<th></th>
<th>Area m²</th>
<th>m² Rate</th>
<th>Cost Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Building</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st Floor</td>
<td></td>
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</tr>
<tr>
<td><strong>Sports Hall</strong></td>
<td>1000</td>
<td>2,200</td>
<td>2,200,000</td>
</tr>
<tr>
<td>Sports Storage</td>
<td>185</td>
<td>2,200</td>
<td>407,000</td>
</tr>
<tr>
<td>Squash Courts</td>
<td>260</td>
<td>2,500</td>
<td>650,000</td>
</tr>
<tr>
<td><strong>Indoor Cricket Nets</strong></td>
<td>450</td>
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</tr>
<tr>
<td>Change Rooms 1 - 6</td>
<td>290</td>
<td>3,800</td>
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</tr>
<tr>
<td><strong>Gallery</strong></td>
<td>349</td>
<td>3,800</td>
<td>1,326,000</td>
</tr>
<tr>
<td>Function Room</td>
<td>150</td>
<td>3,800</td>
<td>570,000</td>
</tr>
<tr>
<td>Meeting Room</td>
<td>38</td>
<td>3,800</td>
<td>144,000</td>
</tr>
<tr>
<td>Kitchen / Bar / Store</td>
<td>83</td>
<td>3,800</td>
<td>315,000</td>
</tr>
<tr>
<td>Office 34 m²</td>
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<td>129,000</td>
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<td><strong>Gross Floor Area</strong></td>
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<tr>
<td>Kitchen &amp; bar fit outs, Sum</td>
<td>sum</td>
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<td>350,000</td>
</tr>
<tr>
<td>Cricket nets, Sum</td>
<td>sum</td>
<td></td>
<td>100,000</td>
</tr>
<tr>
<td><strong>Provisional Allowances for Site Works</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services infrastructure</td>
<td>sum</td>
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<td>600,000</td>
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<tr>
<td>Landscaping around building</td>
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<td></td>
<td>50,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
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<td></td>
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<tr>
<td>Professional Fees &amp; Consents</td>
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<td>Contingency</td>
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<td><strong>Total</strong></td>
<td></td>
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<td>11,073,128</td>
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</table>

10% reduction due to lower quality specification of building 9,965,815
### Reduction in Facility Components – Traditional Procurement Build - As above. but no indoor cricket nets or outdoor changing rooms.

<table>
<thead>
<tr>
<th>Base Building</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Floor</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Sports Hall</td>
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<td>2200</td>
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<tr>
<td>Sports Storage</td>
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<td>2,200</td>
<td>407,000</td>
</tr>
<tr>
<td>Squash Courts</td>
<td>260</td>
<td>2,500</td>
<td>650,000</td>
</tr>
<tr>
<td>Indoor Cricket Nets</td>
<td>not provided</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change Rooms 1 - 6</td>
<td>96</td>
<td>3,800</td>
<td>364,800</td>
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<td>Gallery</td>
<td>349</td>
<td>3,800</td>
<td>1,326,200</td>
</tr>
<tr>
<td>Function Room</td>
<td>150</td>
<td>3,800</td>
<td>570,000</td>
</tr>
<tr>
<td>Meeting Room</td>
<td>38</td>
<td>3,800</td>
<td>144,000</td>
</tr>
<tr>
<td>Kitchen / Bar / Store</td>
<td>83</td>
<td>3,800</td>
<td>315,000</td>
</tr>
<tr>
<td>Office 34 m2</td>
<td>34</td>
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<td>129,000</td>
</tr>
<tr>
<td>Gross Floor Area</td>
<td>2195</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kitchen &amp; bar fit outs, Sum</td>
<td>sum</td>
<td></td>
<td>350,000</td>
</tr>
<tr>
<td>Cricket nets, Sum</td>
<td></td>
<td></td>
<td>not provided</td>
</tr>
<tr>
<td><strong>Provisional Allowances for Site Works</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services infrastructure</td>
<td>sum</td>
<td></td>
<td>600,000</td>
</tr>
<tr>
<td>External paving around building</td>
<td>1,000</td>
<td>150</td>
<td>150,000</td>
</tr>
<tr>
<td>Landscaping around building</td>
<td>sum</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td></td>
<td></td>
<td>7,256,000</td>
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<tr>
<td>Professional Fees &amp; Consents</td>
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<tr>
<td>Contingency</td>
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<td></td>
<td>842,740</td>
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<tr>
<td><strong>Total</strong></td>
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<td></td>
<td>9,270,140</td>
</tr>
<tr>
<td>10% reduction due to lower quality specification of building</td>
<td></td>
<td></td>
<td>8,343,126</td>
</tr>
</tbody>
</table>
**King Span Only** - All the components identified within the preliminary schedule of spaces section, including indoor cricket nets and 6 changing rooms.

<table>
<thead>
<tr>
<th>Area m²</th>
<th>$/m² Rate</th>
<th>Cost Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Building</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st Floor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports Hall</td>
<td>1110</td>
<td>950</td>
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<td>Sports Storage</td>
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<td>800</td>
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<td>Squash Courts</td>
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<td>2,500</td>
</tr>
<tr>
<td>Indoor Cricket Nets</td>
<td>450</td>
<td>950</td>
</tr>
<tr>
<td>Change Rooms 1 - 6</td>
<td>290</td>
<td>2,000</td>
</tr>
<tr>
<td>Gallery</td>
<td>349</td>
<td>950</td>
</tr>
<tr>
<td>Function Room</td>
<td>150</td>
<td>950</td>
</tr>
<tr>
<td>Meeting Room</td>
<td>38</td>
<td>950</td>
</tr>
<tr>
<td>Kitchen / Bar / Store</td>
<td>83</td>
<td>3,800</td>
</tr>
<tr>
<td>Office 34 m²</td>
<td>34</td>
<td>950</td>
</tr>
<tr>
<td><strong>Gross Floor Area</strong></td>
<td><strong>2949</strong></td>
<td></td>
</tr>
<tr>
<td>Kitchen &amp; bar fit outs, Sum</td>
<td>sum</td>
<td></td>
</tr>
<tr>
<td>Cricket nets, Sum</td>
<td>sum</td>
<td></td>
</tr>
<tr>
<td><strong>Provisional Allowances for Site Works</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Services infrastructure</td>
<td>sum</td>
<td></td>
</tr>
<tr>
<td>External paving around building</td>
<td>sum</td>
<td></td>
</tr>
<tr>
<td>Landscaping around building</td>
<td>sum</td>
<td></td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Fees &amp; Consents</td>
<td>16%</td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
11. PRELIMINARY GOVERNANCE AND MANAGEMENT CONSIDERATIONS

A wide range of governance and management approaches exist for sports and community facilities. No one approach is applicable in all situations. In very general terms when multiple clubs and organisations are seeking to work together and develop facilities the approaches generally fall into four categories:

- Collocating (grouping facilities, but retaining separate ownership),
- Merging (merging all the entities into a single existing entity),
- Umbrella entity (forming a new entity over the top of existing member entities),
- New entity (forming a new entity and dissolving all the existing entities).

The following section assumes a new entity (in the form of a Trust) is established which has member clubs. This approach aligns with many of the objectives of the existing clubs. Three different variations are then outlined which include:

1. Trust ownership and management – the facility is owned, governed and managed by a trust.
2. Council ownership and trust management – Council develops and owns the assets and leases them to a Trust which governs and manages the facility.
3. Hybrid model – Council and trust ownership, governance and management (a split facility / two collocated facilities).

All of these variations should be seen as a starting point for discussion. However, for the purposes of modelling the preliminary financial model the first approach of trust ownership and management has been assumed. After further consideration by the potential partners other approaches can be explored if necessary. The following key drivers have been assumed based on discussions with the potential partner clubs and Council:

- Member clubs retain their identities and independence.
- Member clubs work more closely and in a more strategic coordinated fashion.
- The multi-sport facility can be governed and operated in a professional and efficient manner.
- New members or user groups can be accommodated as and when appropriate.

The pros and cons of each of the three approaches are outlined in the following section in summary form. Prior to entering any approach, it is strongly advised that specialist legal advice is sought.

30
11.1 Trust Ownership and Management

Under this approach the facility is owned, governed and managed by a Trust. Typically seven trustees sit on the Trust with several being independently appointed based on the specialist skills that they can bring (these may be legal, financial, managerial, governance skills). The remaining trustees are elected from the member clubs / groups. The trustee deed and legal use contracts between the clubs and the Trust protect the interests of the member clubs / groups (Figure 11.1).

A separate members group is also established that has representation from all user entities. This group can provide advice to the Trust and gives all partners a voice. The Trust employs a manager (either part or full time) who oversees staff (either part or full time) and volunteers and administers contracts with contractors (if required). Council as land owner has a lease with the Trust and if applicable operational contracts (and associated funding grants). Other third party charitable funders are also able to provide grant funding to the Trust (if applicable). Council may also request to appoint a non-voting observer onto the Trust (depending on the level of grant funding being allocated).

Figure 11.1: Trust Ownership and Management
Table 11.1: Pros and Cons

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Trust can attract capital grants from charitable organisations for the construction of the facility (Council cannot under most situations).</td>
<td>Creates a new entity that does not exist (potentially duplicating some functions already undertaken within member clubs).</td>
</tr>
<tr>
<td>The Trust can attract operational grants from charitable organisations for the operation of the facility (Council cannot under most situations).</td>
<td>The quality of governance of the facility may alter over time depending on the ability and skills mix of the trustees.</td>
</tr>
<tr>
<td>The Trust has the potential to attract a skills based board.</td>
<td>The Trust is restricted by the quality of the individual member clubs / groups to drive utilisation (and in turn revenue). The Trust is limited in its ability to influence change in this area (under most circumstances).</td>
</tr>
<tr>
<td>Member clubs / groups retain their identity and run their own sports / activities.</td>
<td></td>
</tr>
<tr>
<td>The members group provides all facility users the opportunity to express their views.</td>
<td></td>
</tr>
<tr>
<td>Council can have an observer on the Trust.</td>
<td></td>
</tr>
<tr>
<td>The rights of member clubs / organisations are safeguarded by legal contracts and the Trust deed (not by stacking the Trust with members).</td>
<td></td>
</tr>
</tbody>
</table>

11.2 Council Ownership and Trust Management

Under this model Council develops and owns the facility and leases it to a Trust which is responsible for the governance and management of the facility (Figure 11.2). The allocation of maintenance and operational costs between the Council and the Trust would be negotiated. In most instances, the Trust is responsible for the operational costs except for most maintenance.

Council is less likely to have an observer on the Trust as it would monitor the Trust’s performance through other mechanisms, such as the facility lease.

The rest of the approach generally follows the structure outlined in the Trust ownership and management model (see above).
Figure 11.2: Council Ownership and Trust Management

Table 11.2: Pros and Cons

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Trust can attract operational grants from charitable organisations for the operation of the facility (Council cannot under most situations).</td>
<td>Council cannot attract capital grants from charitable organisations for the construction of the facility (under most situations).</td>
</tr>
<tr>
<td>The Trust has the potential to attract a skills based board.</td>
<td>Creates a new entity that does not exist (potentially duplicating some functions already undertaken within member clubs).</td>
</tr>
<tr>
<td>Member clubs / groups retain their identity and run their own sports / activities.</td>
<td>The quality of governance of the facility may alter over time depending on the ability and skills mix of the trustees.</td>
</tr>
</tbody>
</table>
The members group provides all facility users the opportunity to express their views.

The Trust is restricted by the quality of the individual member clubs/groups to drive utilisation (and in turn revenue). The Trust is limited in its ability to influence change in this area (under most circumstances).

The rights of member clubs/organisations are safeguarded by legal contracts and the trust deed (not by stacking the trust with members).

Council would be providing and owning clubroom facilities (which is a departure from the traditional approach).

Council can terminate or not renew a lease with the Trust (and its member clubs) if the Trust was not performing.

The sustainability of the Trust would be influenced heavily by the level at which the lease of the facility was set (and the allocation of operational costs).

Council has direct control over the maintenance of the facility.

| Attachment A |

## 11.3 Hybrid Model – Council and Trust Ownership and Management (Split Facility)

The final approach is a hybrid of the earlier two apaches. In essence, the facility would be split in two (two collocated/adjoining facilities) one owned and governed by a Trust and the other by Council.

The most likely split would be for Council to own and manage the indoor court spaces (and associated spaces such as toilets and changing rooms), while the Trust would own the sports/community clubrooms/function spaces (and any specialist sports spaces such as squash courts) (Figure 11.3).

The Trust and its member entities would be able to hire the court spaces from Council in the same way as the general community. Council may also be able to hire spaces within the Trust owned and managed area.

This approach would need detailed evaluation as many of the pros and cons would be dependent on what was negotiated between Council and the Trust.
<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council would have greater control over programming the indoor courts (potentially as part of the wider network).</td>
<td>Council cannot attract capital grants from charitable organisations for the construction of the court facility (under most situations).</td>
</tr>
<tr>
<td>Council has direct control over the maintenance of the court facility.</td>
<td>Council would be required to employ its own staff (or outsource management to an independent entity).</td>
</tr>
<tr>
<td>The Trust can attract operational grants from charitable organisations for the operation of their part of the facility (Council cannot under most situations).</td>
<td>The Trust creates a new entity that does not exist (potentially duplicating some functions already undertaken within member clubs).</td>
</tr>
<tr>
<td>The Trust can attract capital grants from charitable organisations for the construction of the club facility (Council cannot under most situations).</td>
<td>The quality of governance of the club facility may alter over time depending on the ability and skills mix of the trustees.</td>
</tr>
<tr>
<td>The Trust has the potential to attract a skill based board.</td>
<td>The Trust is restricted by the quality of the individual member clubs / groups to drive utilisation (and in turn revenue). The Trust is limited in its ability to influence change in this area (under most circumstances).</td>
</tr>
<tr>
<td>Member clubs / groups retain their identity and run their own sports / activities.</td>
<td>Use of the gymnasium indoor courts would need to be negotiated and booked in advance.</td>
</tr>
<tr>
<td>The rights of member clubs / organisations are safeguarded by legal contracts and the Trust deed (not by stacking the Trust with members).</td>
<td></td>
</tr>
<tr>
<td>Council would not be providing and owning clubroom facilities (which maintains the traditional approach).</td>
<td></td>
</tr>
<tr>
<td>The Trust would not be burdened with the operational costs associated with the Gymnasium space.</td>
<td></td>
</tr>
</tbody>
</table>

Note: A members group could still be established to provide all facility users the opportunity to express their views.
Figure 11.3: Hybrid Model – Council and Trust Ownership and Management (Split Facility)

Council Owned
Community Sports
Hall
(Indoor Courts)

Sports / Community
Club Owned Soares

Council

Manager

Staff

Contractors

Lease / Hire
Of Indoor
Courts

Trust
(7 Trustees)

Manager

Staff / Contractors &
Volunteers

Member Elected
Trustees x 3

Independent
Trustees x 4

Member Sports Clubs

Member Community
Groups

Elected

Attachment A
12. PRELIMINARY OPERATIONAL PLAN

The development of the preliminary business model has been based on a series of reviews and benchmarking exercises of similar multisport facilities to that being proposed.

The model’s estimates are also based on high level assumptions. Further detailed business planning and consultation with potential user groups will be required during the next phase of the facility development planning to establish a final business plan.

12.1 Preliminary General Assumptions

The preliminary operational plan has been developed based on the assumption that:

- The facility will be owned and managed by an independent Trust (a new entity)
- The Trust will develop, own and operate all the facilities which are part of the community hub.
- Depreciation for the facilities (asset/s) will be covered by the Trust in the form of a depreciation contribution.
- Facility maintenance will be covered by the Trust.
- The day to day operational costs for the facility will be covered by the Trust.
- The Trust will run the facility on a professional basis.
- The preliminary model covers the Trust only, and not the individual member clubs.

- Auckland Council provides an operational subsidy
- The model assumes all the clubs involved on the current feasibility study ‘project team’ will remain and be full participants in the development.
- All member sports / community clubs will pay a capitation fee based on their membership. It remains up to individual clubs as to how this cost will be covered (e.g. via grant funding, fundraising events, a direct charge on subs, or a combination of these).
The Trust will run all bar operations and retain all revenue.

All facilities will be proactively marketed.

Management will have a strong focus on ‘pay-for-play’ and social sports leagues.

The five-year model has assumed a CPI adjustment of 1.5% pa on costs and revenue. In Year three the costs of both internal and external maintenance are increased by $5,000

12.2 Preliminary Revenue Assumptions

The preliminary revenue assumptions are:

- As capitation fees have yet to be set, an average rate of $50 per member (adult and youth) has been assumed. In time capitation fees will be refined. Based on the projected membership numbers (200 members) capitation fees will generate $10,000 pa.

**Important Note: Capitation Fees**

Capitation fees have historically been contentious for many multi sports entities in New Zealand. They have traditionally been set at very low levels which have not reflected the cost of providing or running the facilities. Capitation fees are slowly being set at higher (and arguably more realistic rates) nationally. These fees are often set at different rates for adults, children and family groups. The average of $40 – $50 per member is considered realistic based on existing facilities and current pricing trends. The level at which capitation fees are set will be a decision for the governance entity.

**Important Note: Sports Club Membership**

A membership of 200 is projected for the facility based on Netball having 100 members and Rackets Club 100 members. This level of membership is considered very low for such as facility.

If both the cricket and football clubs were to join the development then an additional 1,200 members could be anticipated (approximately 600 members per club). This would generate approximately $60,000 pa. This revenue has currently been excluded from the model.
• Social / Casual members of the facility will be charged a subscription fee of $60 directly by the Trust. There will be 200 such members. This will generate $12,000 pa.

• Student members of the facility will be charged a subscription fee of $20 directly by the Trust. There will be 100 student members this will generate $2,000 pa.

Important Note: Indoor Cricket Net Hireage

Developing an indoor net space would need to be considered as either part of the initial development, or as a staged component. The following revenue is based on projected usage as supplied by the Kumeu Cricket Club.

Kumeu Cricket Club current usage is:
• preseason - 10 weeks 3 hrs per week, 3 lanes.
• winter training - 6 weeks, 3 hrs, 3 lanes.
• regular season - weather dependant 8 sessions, 3 lanes, 3 hrs.
• youth training - 6 weeks 2 hours 2 lanes.
• This current usage would equate to 240 hours (or $6,000 pa if $25 was charged per lane per hour).

The club believes the expected usage to double existing levels as junior use would be included. If this occurred use levels would be approximately 480 hours (or $12,000 pa if $25 was charged per lane per hour).

The Kumeu Cricket Club has spoken to several parties to gauge potential usage if such a facility (Kaukapakapa cricket club, Waitakere Cricket club, several professional coaches and Auckland cricket). They believe that based on this information the cricket nets could be oversubscribed very quickly with the peak months being August to November when outdoor nets are marginal.

Visitor Solutions experience is that cricket nets are hard to drive revenue from and patronage can fluctuate as new nets are established. Use is also very price and weather sensitive. For this reason, we strongly advise nets to be designed for multi-use.

‘Pay-for-Play’ Social Sport (using indoor courts)

• An increased focus will be placed on organised ‘pay-for-play’ social sport. A provisional estimate of $40,000 pa has been allocated for income derived for the Trust from facilitating social leagues. This assumes:
  - Four eight-week social leagues.
  - 500 participants in total (125 per league)
• $80 per participant
• Total revenue $40,000 pa.

Note: It is assumed the number of social leagues will be constrained by other sports code use.

Important Note: ‘Pay-for-Play’ Sport
Nationally ‘pay-for-play’ or social sports have not been fully embraced as a revenue stream by the traditional sports codes. This must change if multi-sport facilities are to remain financially viable.

because the nature of the potential partners remains to be confirmed as does the nature of each partnership. Revenue has therefore been set at $130,000 pa. This is lower than other facilities, however it acknowledges the role certain clubs may have in the development (which may result in lower use fees and block bookings of courts).

Squash Courts
• Revenue from the squash courts is set at $20,000 which is a combination of predominately community hireage, but potentially some squash club hireage.

Hospitality
• The bar facilities gross profit is projected to be $35,000 pa. This is achieved through sales of $70,000, less cost of goods sold of $35,000. Cost of contractors is listed in the Direct Costs area.
• The kitchen will serve meals during weeknights and weekends as well as on social and competitive sports days. It will turn over a modest gross profit $8,000 pa.

Function Space Hireage
The multipurpose function space will be hired for corporate and social bookings, generating $13,500 pa.
  - Corporate / Social full day hire (9am – 6pm) will be $500. There will be 15 full hires a year = $7,500.
  - Corporate / Social half day hire (9am – 12pm will be $300. There will be 20 half day hires a year (corporate hires) = $6,000.

Note: assumes the facility is well marketed
Sponsorship and Grant Funding

- Facility sponsorship will generate $18,000 pa. This assumes sponsorship is divided into a series of smaller sponsorship packages (for example 6 x $3,000 packages which include two free hires of the facility and naming rights to a room)

- Charitable grants will generate $30,000 pa. This is based on other similar facilities and assumes staff, or volunteers, will be tasked with maintaining relationships with local philanthropic charitable organisations.

12.3 Preliminary Costs Assumptions

1. The community hub building will have the following paid staff and contractors
   - Facility Manager – 1 FTE $70,000 pa
   - Admin / reception – 1.5 FTE $50,000
   - Bar / Hospitality Duty Managers contractors– $20,000
   - Bar contractors $20,000
   - Catering contractors – No cost
   - Social sports / sports contractors $20,000

Overheads

2. Communications expenses:
   - Telephone (land and mobile) $4,000
   - Internet $1,200
   - Postage, stationary etc. $2,000
   - Computer software $2,000

3. Marketing expenses:
   - Advertising $10,000

Important Note: Advertising

Advertising is often overlooked when developing multi-sport facility budgets. It is essential that facilities and programmes are marketed to members internally and to the wider community. The marketing budget should be used to drive revenue growth which involves promoting such things as the hire of function spaces and ‘pay-for-play’ sports leagues. Developing a marketing plan which is signed off by the governance entity is essential. This plan should have KPIs to monitor effectiveness.

4. Other Administrative / Facility Costs
   - Bank / EFTPOS charges $2,000
   - ACC levy and Kiwi Saver $3,600
   - Security services $6,000
   - Accounting / Audit fees $18,000
   - Legal fees $6,000
   - Advisory / IT fees $8,000
5. Utilities & Rates
   - Electricity and gas $35,000
   - Waste Management $5,000
   - Water $4,000
   - Rates $0

6. Repairs and Maintenance
   - Cleaning contracts $45,000
   - Repairs and maintenance building interior $10,000 pa
   - Repairs and maintenance building exterior $10,000 pa

   **Note:** these costs have been benchmarked against comparable facility costs where possible. The interior and exterior costs assume money is being put aside for future repair and maintenance work. It is likely that the money put aside will be a contribution and that grant funding will also be sought.

7. It has been assumed that the straight-line depreciation over 50 years will not be fully funded. A depreciation contribution of $25,000 has been included within the preliminary operational model.

12.4 Preliminary Operational Budget

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>Year One $</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Membership Programmes</strong></td>
<td></td>
</tr>
<tr>
<td>Captiation Fees</td>
<td>10,000</td>
</tr>
<tr>
<td>Social/Casual Members</td>
<td>12,000</td>
</tr>
<tr>
<td>Student Members</td>
<td>2,000</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>24,000</strong></td>
</tr>
<tr>
<td><strong>Pay-to-play</strong></td>
<td></td>
</tr>
<tr>
<td>Social Sport</td>
<td>40,000</td>
</tr>
<tr>
<td>Indoor Courts</td>
<td>130,000</td>
</tr>
<tr>
<td>Indoor Cricket Net Hireage</td>
<td>12,000</td>
</tr>
<tr>
<td>Squash Courts</td>
<td>20,000</td>
</tr>
<tr>
<td>Hospitality - Bar Profit</td>
<td>35,000</td>
</tr>
<tr>
<td>Hospitality - Kitchen Profit</td>
<td>8,000</td>
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<tr>
<td>Function Space Hire</td>
<td>13,500</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>258,500</strong></td>
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<tr>
<td><strong>Other Revenue</strong></td>
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</tr>
<tr>
<td>Council Subsidy</td>
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</tr>
<tr>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Sponsorship</td>
<td>18,000</td>
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<tr>
<td>Grants</td>
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<tr>
<td><strong>Sub-Total</strong></td>
<td>148,000</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>430,500</td>
</tr>
<tr>
<td><strong>EXPENDITURE</strong></td>
<td>Year One $</td>
</tr>
<tr>
<td>Direct Costs</td>
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<td>Salaries and Wages</td>
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<td>Contractors</td>
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<td>Communications</td>
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</tr>
<tr>
<td>Telephone (land and mobile)</td>
<td>4,000</td>
</tr>
<tr>
<td>Internet</td>
<td>1,200</td>
</tr>
<tr>
<td>Postage, Stationary, etc.</td>
<td>2,000</td>
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<td>Computer Software</td>
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<tr>
<td>Sky TV</td>
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<td><strong>Sub-Total</strong></td>
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<td>Marketing Expenses (Promotions and Advertising)</td>
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<td><strong>Sub-Total</strong></td>
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<tr>
<td>Other Administrative / Facility Service Costs</td>
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<td>Bank Charges</td>
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<td>ACC Levy and Kiwi Saver</td>
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<td>Accounting Fees</td>
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<td>Legal Fees</td>
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<td>Advisory Fees</td>
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<td><strong>Sub-Total</strong></td>
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<tr>
<td><strong>Utilities and Lease Costs</strong></td>
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<td>Electricity and Gas</td>
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<td>Waste Management</td>
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<tr>
<td>Water</td>
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<td>Rates - assume exempt</td>
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<td>Lease (provisional sum to be confirmed with Council)</td>
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<td>Sanitary Costs</td>
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<td>Item 13</td>
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<td>---------</td>
<td>-------</td>
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<td>Cleaning Contracts</td>
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<tr>
<td>Repairs and Maintenance Building Interior</td>
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<tr>
<td>Repairs and Maintenance Building Exterior</td>
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<td>Insurance - Contents</td>
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<td>Insurance - Building</td>
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<td><strong>Sub-Total</strong></td>
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<td><strong>TOTAL EXPENDITURE</strong></td>
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<tr>
<td>Depreciation Contribution</td>
<td>25,000</td>
</tr>
<tr>
<td>Net Result (Profit)</td>
<td>13,100</td>
</tr>
</tbody>
</table>

12.5  Preliminary Operational Budget Deficit/Surplus

The preliminary operational model highlights a net surplus of approximately $38,000 pre-depreciation contribution. However, this is largely influenced by two main revenue items: council subsidy and court hireage. Should one of these sources of income decline, or be removed, the net profit alters significantly. It is essential that a more detailed business case be undertaken as the project advances.
As an example, the following two tables outlines various scenarios:

1. Council subsidy is included and the capitation fees increases with either or both the cricket and football club being part of the development.

<table>
<thead>
<tr>
<th></th>
<th>With Council Subsidy</th>
<th>200 members</th>
<th>800 members</th>
<th>1,200 members</th>
</tr>
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<tr>
<td></td>
<td></td>
<td>Year One $</td>
<td>Year One $</td>
<td>Year One $</td>
</tr>
<tr>
<td>Revenue</td>
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<td></td>
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<td></td>
</tr>
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<td>Membership Programmes</td>
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<td>84,000</td>
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<td>263,500</td>
<td>268,500</td>
<td></td>
</tr>
<tr>
<td>Other Revenue</td>
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<td>148,000</td>
<td>148,000</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
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<td>465,500</td>
<td>500,500</td>
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<tr>
<td>Expenditure</td>
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<td>Year One $</td>
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<td>Direct Costs</td>
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<tr>
<td>Communications</td>
<td>9,200</td>
<td>9,200</td>
<td>9,200</td>
<td></td>
</tr>
<tr>
<td>Marketing Expenses</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td></td>
</tr>
<tr>
<td>Other Administrative / Facility Service Costs</td>
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<td>45,200</td>
<td>45,200</td>
<td></td>
</tr>
<tr>
<td>Utilities and Lease Costs</td>
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<td>44,000</td>
<td>44,000</td>
<td></td>
</tr>
<tr>
<td>Cleaning, Repairs and Maintenance</td>
<td>79,000</td>
<td>79,000</td>
<td>79,000</td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>25,000</td>
<td>25,000</td>
<td>25,000</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURE</strong></td>
<td>392,400</td>
<td>392,400</td>
<td>392,400</td>
<td></td>
</tr>
<tr>
<td>Operating Surplus</td>
<td>38,100</td>
<td>73,100</td>
<td>108,100</td>
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<td>Depreciation</td>
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<td>25,000</td>
<td>25,000</td>
<td></td>
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<tr>
<td><strong>Net Result (Profit)</strong></td>
<td>13,100</td>
<td>48,100</td>
<td>83,100</td>
<td></td>
</tr>
</tbody>
</table>

Under this scenario a range of a net surplus of approximately $38,000 – 108,000 pre-depreciation contributions are highlighted.
2. Council subsidy is excluded and the capitation fees increases with either or both the cricket and football club being part of the development.

<table>
<thead>
<tr>
<th></th>
<th>Without Council Subsidy</th>
<th>1,200 members</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Football or Cricket</td>
<td>Football and Cricket</td>
</tr>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership Programmes</td>
<td>24,000</td>
<td>54,000</td>
</tr>
<tr>
<td>Pay-to-play</td>
<td>258,500</td>
<td>263,500</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>48,000</td>
<td>48,000</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>330,500</td>
<td>365,500</td>
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<tr>
<td><strong>EXPENDITURE</strong></td>
<td></td>
<td></td>
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<tr>
<td>Direct Costs</td>
<td>180,000</td>
<td>180,000</td>
</tr>
<tr>
<td>Communications</td>
<td>9,200</td>
<td>9,200</td>
</tr>
<tr>
<td>Marketing Expenses (Promotions and Advertising)</td>
<td>10,000</td>
<td>10,000</td>
</tr>
<tr>
<td>Other Administrative / Facility Service Costs</td>
<td>45,200</td>
<td>45,200</td>
</tr>
<tr>
<td>Utilities and Lease Costs</td>
<td>44,000</td>
<td>44,000</td>
</tr>
<tr>
<td>Cleaning, Repairs and Maintenance</td>
<td>79,000</td>
<td>79,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURE</strong></td>
<td>392,400</td>
<td>392,400</td>
</tr>
<tr>
<td><strong>OPERATING SURPLUS</strong></td>
<td>-61,900</td>
<td>-26,900</td>
</tr>
<tr>
<td>Depreciation Contribution</td>
<td>25,000</td>
<td>25,000</td>
</tr>
<tr>
<td><strong>Net Result (Profit)</strong></td>
<td>-86,900</td>
<td>-51,900</td>
</tr>
</tbody>
</table>

Under this scenario a range of a net deficit of approximately -$62,000 deficit to an $8,000 surplus pre-depreciation contributions are highlighted.
13. CONCLUSIONS AND RECOMMENDATIONS

The potential project would meet a need for an indoor multisport facility for a community that has a projected population growth strongly focussed around Kumeu, particularly to the west incorporating Huapai.

The site options analysis highlights that the Huapai Domain site is the preferred site in which to develop the proposed indoor multisport facility.

Four preliminary bulk and locations options were explored for the proposed indoor multisport facility with each one having different considerations for the partner organisations.

Although Option 4 is highlighted as the preferred development option which the partner organisations should focus on, it is worth noting that there is the ability to either stage the development, or for partners to join at a later date.

A selection of effective governance and management approaches have been highlighted for review by the partner organisations.

The final capital and operational costs will be dependent on the final size and scale of the facility.

Recommendations

1. The partner organisations to discuss the findings from the feasibility study at the club board / committee level and provide formal support for the progression of the project.

2. The partner organisations seek approval from the Rodney Local Board for the project to progress to the next stage.

3. Develop a road map for key next steps of the project and the roles and responsibilities of each of the partners organisations.

4. Discussions should be held with the Ministry of Education to ascertain their level of interest in a partnership approach for the project.
APPENDICIES – ESTIMATE OF COSTS

mpm projects

Order of Cost Estimate

For

Kumeu Multisport Facility

14 June 2017
Kumeu MultiSport Facility

Order of Cost Estimate - June 2017

Clarifications & Exclusions

General

These estimates have been based on the scope & assumptions stated in the estimate.

Clarifications

Estimates are based on the following:
- Architects Pacific Environments sketch design plans dated 07th June 2017
- Estimates assume a traditional procurement process
- Provisional Allowances have been made where noted for items where scopes have been assumed.
- Allowance has been made for hardstand area (4m setback) to sports facility
- building perimeter

Exclusions

The following are excluded from these estimates:
- Demolition and clearance of proposed site
- Site specific geotech issues & topographical level changes
- Loose furniture fittings & equipment
- Development Contributions
- Land, Finance & Legal costs
- Escalation costs from June 2017
- GST
# Kumeu MultiSport Facility

## Order of Cost Estimate - June 2017

### Single Level MultiSport Facility

<table>
<thead>
<tr>
<th>Base Building 1st Floor</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sports Hall</td>
<td>1110 m²</td>
<td>2,200</td>
<td>2,442,000</td>
</tr>
<tr>
<td>Sports Storage</td>
<td>135 m²</td>
<td>2,200</td>
<td>407,000</td>
</tr>
<tr>
<td>Squash Courts</td>
<td>290 m²</td>
<td>2,560</td>
<td>690,000</td>
</tr>
<tr>
<td>Indoor Cricket Nets</td>
<td>560 m²</td>
<td>2,200</td>
<td>1,210,000</td>
</tr>
<tr>
<td>Change Rooms 1 - 6</td>
<td>290 m²</td>
<td>3,800</td>
<td>1,102,000</td>
</tr>
<tr>
<td>Gallery</td>
<td>424 m²</td>
<td>3,800</td>
<td>1,611,200</td>
</tr>
<tr>
<td>Function Room</td>
<td>150 m²</td>
<td>3,000</td>
<td>570,000</td>
</tr>
<tr>
<td>Meeting Room</td>
<td>36 m²</td>
<td>3,000</td>
<td>144,400</td>
</tr>
<tr>
<td>Kitchen / Bar / Store</td>
<td>93 m²</td>
<td>3,000</td>
<td>315,400</td>
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<tr>
<td>Office</td>
<td>34 m²</td>
<td>3,000</td>
<td>120,200</td>
</tr>
<tr>
<td>Gross Floor Area</td>
<td>3,124 m²</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kitchen &amp; bar facilities</td>
<td>Sum</td>
<td></td>
<td>350,000</td>
</tr>
<tr>
<td>Cricket nets</td>
<td>Sum</td>
<td></td>
<td>100,000</td>
</tr>
</tbody>
</table>

### Provisional Allowances for Site Works

| Services infrastructure | Sum   |   | 600,000 |
| External paving around building | 1,000 m² | 150 | 150,000 |
| Landscaping around building   | Sum   |   | 93,000  |

| Sub Total | 9,831,200 |
| Contingency | 1,149,419 |
| Total     | 12,980,619 |

### Outdoor Courts

| Netball Courts x4 | 3,075 m² | 150 | 504,020 |
| Allowance for lighting | Sum     |   | 120,000 |

| Sub Total | 724,020 |
| Contingency | 81,759 |
| Total     | 805,779 |

### Carpark Area Extension

| Carpark | 3,000 m² | 250 | 750,000 |

| Sub Total | 750,000 |
| Contingency | 120,000 |
| Total      | 870,000 |

### Total Order of Cost Estimate

| Total Order of Cost Estimate | $14,400,962 |

### Say

| $14,4M |
Rodney Targeted Events Fund Allocation 2017 2018

File No.: CP2018/06819

Te take mō te pūrongo / Purpose of the report
1. To approve the allocation of the remaining amount in the Rodney Targeted Event Fund 2017/2018.

Whakarāpopototanga matua / Executive summary
2. The Rodney Local Board Parks and Recreation Committee had a total of $30,000 allocated to local events.
3. In August 2017 $12,000 of this funding was resolved to support the Agriculture & Pastoral shows and Christmas Events (RDOPC/2017/17).
4. The remaining $18,000 was placed into the Rodney Targeted Events Fund which is a new events grants process for the local board.
5. The fund received seven applications totaling $55,530.
6. This report provides information to the Rodney Local Board Parks and Recreation Committee and recommends the allocation of the $18,000.

Ngā tūtohunga / Recommendation/s
That the Rodney Local Board Parks and Recreation Committee:
an) approve the allocation of the remaining amount of the Rodney Targeted Event Fund 2017/2018 as follows:

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Applicant</th>
<th>Amount Requested</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anzac Day 2018 Commemorations</td>
<td>Kaipara Memorial RSA Inc</td>
<td>$2,530</td>
<td>$0</td>
</tr>
<tr>
<td>Kumeu Brass 2018 Concert Series</td>
<td>Kumeu Brass Band</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Woodhill Sands Redevelopment</td>
<td>Woodhill Sands Trust</td>
<td>$10,000</td>
<td>$0</td>
</tr>
<tr>
<td>Arts in the Ville</td>
<td>NorthWest Country Inc.</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Mahurangi Winter Festival of Lights</td>
<td>Mahurangi Winter Festival of Lights</td>
<td>$10,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>Matakana River Tours</td>
<td>Matakana River Tours</td>
<td>$12,000</td>
<td>$0</td>
</tr>
<tr>
<td>Matariki Event</td>
<td>Te Kura Kaupapa Māori o Ngāringaomatariki</td>
<td>$18,000</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$55,530</strong></td>
<td><strong>$18,000</strong></td>
</tr>
</tbody>
</table>

Horopaki / Context
7. The Rodney Local Board Parks and Recreation Committee had a total of $30,000 allocated to local events.
8. In August 2017 $12,000 of this funding was resolved to support the Agriculture & Pastoral shows and Christmas Events (RDOPC/2017/17).
9. The remaining $18,000 was requested to be placed into the Rodney Targeted Events Fund which is a new events grants process for the local board.
10. Three rounds were open to the public to submit funding applications between November 2017 to March 2018.

11. Seven applications were received between the three rounds totaling $55,530.

**Tātaritanga me ngā tohutohu / Analysis and advice**

12. Staff received seven applications for the fund. In total $55,530 has been requested.

13. Staff recommend that the following applicants be allocated funding:

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Applicant</th>
<th>Amount requested</th>
<th>Amount recommended to allocate</th>
<th>Alignment to priorities / comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anzac Day 2018 Commemorations</td>
<td>Kaipara Memorial RSA Inc</td>
<td>$2,530</td>
<td>$0</td>
<td>Funding no longer required, support provided via the Auckland Council Civic Events Delivery Team.</td>
</tr>
<tr>
<td>Kumeu Brass 2018 Concert Series</td>
<td>Kumeu Brass Band</td>
<td>$2,000</td>
<td>$2,000</td>
<td>Provides an opportunity for the local community to enjoy free performances by a local group within local facilities. The application meets local board priorities including; Our communities influence local decision-making and Local facilities that are the heart of our communities.</td>
</tr>
<tr>
<td>Woodhill Sands Redevelopment</td>
<td>Woodhill Sands Trust</td>
<td>$10,000</td>
<td>$0</td>
<td>Seeking funds for development works and does not meet the requirements or objectives of this fund. There may be other funding sources available and staff will discuss this with the applicant.</td>
</tr>
<tr>
<td>Arts in the Ville</td>
<td>NorthWest Country Inc.</td>
<td>$1,000</td>
<td>$1,000</td>
<td>Seeking funds to cover venue hire. The activity provides local artists with an opportunity to showcase their talent. The application meets local board priorities including; Our communities influence local decision-making and Local facilities that are the heart of our communities.</td>
</tr>
</tbody>
</table>
### Rodney Targeted Events Fund Allocation 2017–2018

**Item 14**

<table>
<thead>
<tr>
<th>Event</th>
<th>Requested Amount</th>
<th>Allocation</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mahurangi Winter Festival of Lights</td>
<td>$10,000</td>
<td>$5,000</td>
<td>Seeking funds to bring the local business community together to drive activity during the quieter winter months. The application meets local board priorities including: The application meets local board priorities including; <em>Our communities influence local decision-making</em> and <em>Local facilities that are the heart of our communities</em>. Note: $5,000 recommended as fund oversubscribed.</td>
</tr>
<tr>
<td>Matakana River Tours</td>
<td>$12,000</td>
<td>$0</td>
<td>Seeking funds for a Heritage Trail walk and does not meet the requirements or objectives of this fund. There may be other funding sources available and staff will discuss this with the applicant.</td>
</tr>
<tr>
<td>Matariki Event</td>
<td>$18,000</td>
<td>$10,000</td>
<td>Targets a gap in the local board area by seeking funding to deliver an event during Matariki which showcases local talent and culture. The local college, hapū and community will all be involved to deliver this event. The application meets local board priorities including; The application meets local board priorities including; <em>Our communities influence local decision-making</em>, <em>Local facilities that are the heart of our communities</em> and targeting <em>Young People</em>.</td>
</tr>
</tbody>
</table>

**Total**                                    | $55,530          | $18,000      |

14. The applications are attached to this report (Attachments A – H).

15. These recommendations have been made based on the Targeted Events Fund Guidelines (Attachment I) as well as the regional community grants policy.
Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe / Local impacts and local board views

16. Events funded by the local board should either achieve or support local priorities. The targeted events fund aligns most with the following Rodney Local Board Plan 2017 outcomes:
   - communities are influential and empowered
   - arts and culture is vibrant and strong.

17. The events fund guidelines encourage applicants to also consider all local board plan outcomes and priorities when applying for funding.

Tauākī whakaaweawe Māori / Māori impact statement

18. The application received from Te Kura Kaupapa Māori o Ngāringaomatariki is seeking support to deliver an event during Matariki to showcase our heritage and Māori culture.

19. Local hapū alongside Rodney College are working together to deliver the event which will include kapahaka performances from local schools, mentoring courses and a range of other activities that highlight kaupapa Māori.

20. Māori, like all stakeholders, are encouraged to attend and enjoy the events both at a local and regional level.

Ngā ritenga ā-pūtea / Financial implications

21. Following the business meeting in August 2017 the committee broke down the targeted events fund of $30,000 into the following areas:
   - $12,000 to support Christmas Parades and A&P Shows (now fully allocated)
   - $18,000 for new event funding.

22. The $18,000 fund remaining can be allocated following the local board resolving on the applications detailed in this report.

Ngā raru tūpono / Risks

23. Events that are not funded by the local board may not be able to proceed.

24. In planning events some costs are paid for upfront and are non-refundable. If an event is cancelled, for example because of weather, the event organiser is required to account for funds that have been spent and to return any unused funds.

Ngā koringa ā-muri / Next steps

25. Should the committee approve the recommended allocation of the remaining events fund, staff will work with the funding recipients to complete funding agreements.

26. Following receipt of a resolution staff will advise all successful and unsuccessful applicants by email.

27. Staff will report back to the local board once funding recipients have completed post-event accountability reports.

Ngā tāpirihanga / Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Attachment A - Application Kaipara Memorial RSA</td>
<td>93</td>
</tr>
<tr>
<td>B</td>
<td>Attachment B - Kumeu Brass</td>
<td>109</td>
</tr>
<tr>
<td>C</td>
<td>Attachment C - Woodhill Sands Trust</td>
<td>125</td>
</tr>
<tr>
<td>D</td>
<td>Attachment D - North West Country Incorporated</td>
<td>141</td>
</tr>
<tr>
<td>Item</td>
<td>Attachment</td>
<td>Description</td>
</tr>
<tr>
<td>------</td>
<td>------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>E</td>
<td>Attachment E</td>
<td>Mahurangi Winter Festival of Lights</td>
</tr>
<tr>
<td>F</td>
<td>Attachment F</td>
<td>Matakana River Tours</td>
</tr>
<tr>
<td>G</td>
<td>Attachment G</td>
<td>Te Kura Kaupapa Maori o Ngaringaomatariki</td>
</tr>
<tr>
<td>H</td>
<td>Attachment H</td>
<td>Additional Matariki Info</td>
</tr>
<tr>
<td>I</td>
<td>Attachment I</td>
<td>Target Events Fund Guidelines</td>
</tr>
</tbody>
</table>

### Ngā kaihaina / Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Chade Julie</td>
<td>Team Leader Event Facilitation North/West</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Authorisers</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Graham Bodman</td>
<td>General Manager Arts, Community and Events</td>
</tr>
<tr>
<td>Lesley Jenkins</td>
<td>Relationship Manager</td>
</tr>
</tbody>
</table>
Welcome / He mihi

Important information / Pārongo matua

Please check:
- Who is eligible to apply
- What we don’t fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.
Sections of the application form will be greyed out because they are not relevant to your project.
If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.
Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:
- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
  - blank pre printed deposit slip
  - certified bank statement or letter
  - online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/individual name *
Kaipara Memorial RSA (Inc)
Must match the name on the bank account information supplied

Address
Physical Address

* 49 Commercial Road
   Helensville Auckland 0800
   Must be a New Zealand postcode.

Please click here for the postcode finder website.

Is your postal address different from your physical address? *

- Yes  - No
- If yes, please complete below

Website

Website address

Facebook page

Contact details

Admin contact person *
James Graham Matthews

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *)
Steve Wilson

Position held in organisation (if applying as an organisation) *
Secretary manager

Position held in organisation (if applying as an organisation) *
Vice President

Daytime phone number *
09420888

Daytime phone number
(02) 7430 5718

Mobile Phone Number
(02) 1145 4920

Mobile phone number
(02) 7430 5718

Email address *
Kaipararsa@xtra.co.nz

Email address
gspwilson@gmail.com
2017/2018 Rodney - Targeted Events Grant round Two
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From Kaipara Memorial RSA (Inc)

* indicates a required field

What is the legal status of your organisation/group? *
- Incorporated Society
- Charitable Trust
- Limited Liability Company
- Other:
  Other: Can include not for profit community group, Māori trusts, e.g. pūtea trust, whenua trust, ahu whenua trust, whenua topu trust and/or kai tākai trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
221441
Must be a number

Please click [here](#) to visit the Societies and Trusts website

Charities NZ Registration

<table>
<thead>
<tr>
<th>New Zealand Charities Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reg Number</td>
</tr>
<tr>
<td>Legal Name</td>
</tr>
<tr>
<td>Other Names</td>
</tr>
<tr>
<td>Reg Status</td>
</tr>
<tr>
<td>Charity's Street Address</td>
</tr>
<tr>
<td>Charity's Postal Address</td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Fax</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Website</td>
</tr>
<tr>
<td>Reg Date</td>
</tr>
</tbody>
</table>

NZ Companies Register

<table>
<thead>
<tr>
<th>New Zealand Companies Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZBN</td>
</tr>
<tr>
<td>Entity Name</td>
</tr>
<tr>
<td>Registration Date</td>
</tr>
<tr>
<td>Entity Status</td>
</tr>
<tr>
<td>Entity Type</td>
</tr>
<tr>
<td>Registered Address</td>
</tr>
<tr>
<td>Physical Address</td>
</tr>
</tbody>
</table>

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2017/2018 Rodney - Targeted Events Grant round Two
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From Kaipara Memorial RSA (Inc)

Organisation objectives / Ngā whaiinga me te ripoata ā tau

What are the primary objectives of your organisation? *
To pursue the aims and objects of the Royal new Zealand Returned and Services Association (Inc) namely To perpetuate the comradeship born of service and to promote the general well being of service men and former servicemen and their respective dependants. The aforementioned is only one of the six objects of the Royal NZ RSA Association. To list all six would use more than the allotted number of words.
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
Comradeship, Welfare assistance to those in need. Assistance with transport to hospital and doctor appointments, Hospital visits, Help with applying for assistance. A place to meet for social events. Anzac Day and Armistice day commemorations.
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
- Yes  ○ No
If yes, you will be required to provide more information

What is the name of the organisation you are affiliated with?
Royal New Zealand Returned and Services Association (Inc)

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
- Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained.
- Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.
- Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.
- Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.
Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *

The organisation and management of the annual Anzac Day parade for the Helensville district which comprises of a Dawn service at Parakai followed by a service at the Soldiers cemetery, a parade of around 300 led by service veterans and including scouts school children and a number of other community organisations who wish to be involved. The commemoration culminates with a service outside the Kaipara memorial Hall to which around 500 people are in attendance. As part of Anzac day the RSA provides a breakfast and lunch to our veterans and their spouses. The residents of the district have been joining in with the Kaipara Memorial Returned and Services Association (Inc) for more than forty years and for some of the residents it is one of the highlights of their year. The Dawn Service is attended by many veterans, the public with representatives from the New Zealand and overseas Airforce, Army Navy, Police, Fire Brigade, St Johns, local scouts and school children from the surrounding Kaipara district. This service is a very moving experience for most of the attendees as they remember what happened to our soldiers at Gallipoli and throughout all wars we have served in since Gallipoli. We also commemorate our Australian cousins in all our services as the word Anzac stands for Australia and New Zealand Army corps. The cemetery service is a short sombre service held at the Helensville soldiers cemetery where prayers and the ode are said in Maori at the grave side of our local veterans buried in the cemetery. The parade down the main street of Helensville and the service outside of the memorial Hall normally about three hundred participants plus a brass band with another three to four to five hundred lining the main street and attending the service.

Must be at least 250 words.

Project title *
Anzac Day 2018 Commemoration
Must be no more than 10 words

Project location *
Parakai Cenotaph, Helensville Cemetery, Commercial Road Helensville for the parade and at the Kaipara Memorial Hall Helensville.

This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the local board finder tool.

Is your project on council owned property/land?
- Yes  ○ No

Please describe your project in three to four sentences *
To commemorate Anzac Day 2018 involving the local community and service and ex service personnel. This involves two events at the Parakai Cenotaph and Helensville Cemetery and the parade down Commercial Road followed by a service at the Memorial Hall. Organising an event such as Anzac Day is not a simple project as four different parades take place at the Parakai Cenotaph, local cemetery, march down the main street and the main service at the Memorial Hall. The Kaipara Memorial RSA does all this at no cost to the community. There
2017/2018 Rodney - Targeted Events Grant round Two
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Application TE1816-101 From Kaipara Memorial RSA (Inc)

will be two religious ministers carrying out the spiritual roles and local iwi saying prayers
and reading the RSA ode in maori.
Must be no more than 120 words.

When will your project take place?

<table>
<thead>
<tr>
<th>Start date *</th>
<th>End date *</th>
</tr>
</thead>
<tbody>
<tr>
<td>25/04/2018</td>
<td>25/04/2018</td>
</tr>
</tbody>
</table>

Project plan / Mahere mahinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>All the organisation, event applications and licences *</td>
<td>01/04/2018 *</td>
<td>A successful well run local event at no cost to anyone *</td>
</tr>
</tbody>
</table>

Community benefits

How have you established there is a need for this project? *
Yes there is a need. The community supports the RSA and Anzac Day Commemorations are very well attended and appreciated by them. It is well known that the youth of today support of Anzac Day comes from Commemoration services such as we hold in Helensville.
Must be no more than 120 words.

What are the community outcomes of your project? *
The opportunity of the community to be involved and join the RSA in commemorating what is a very important day for the whole of New Zealand including NZDEF and the government of New Zealand.
Must be no more than 200 words.
Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *
By the number of people who attend and the positive comments we receive.
Must be no more than 150 words.
Describe three changes you will see if the expected outcomes of the project occur

How many people are directly involved in the delivery of this project? *
Two
e.g. team members.

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What is the estimated number of people reached through this project? *
Four to six hundred. A good fine day will bring in more.

What expertise does your organisation have in delivering similar projects? *
Have been running Anzac day for the past forty years. A great deal of knowledge within the RSA
Must be no more than 120 words.
Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *
- Yes  ○ No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Māori or Māori outcomes?
- Yes  ○ No

Māori outcomes include Māori events, Māori sculpture and public art or protection of Māori cultural heritage eg wāhi tapu. Improving Māori social, economic, end cultural well-being. Uses mea māria and tikanga Māori and works with mana whenua or Māori organisations to produce shared outcomes.

Please select which Māori outcome applies to your project? *
- Māori led - either a Māori organisation that is applying or Māori directed (came about as a request from Māori).
- Māori involvement in the design/concept
- Māori focus - tikanga (practices), mātauranga (knowledge), reo (language)
- Māori participation - Māori priority group, target group, high representation or Māori staff delivering

Please explain how your project/activity will achieve the above Māori outcomes *

There are many Māori service and ex service people at all the services. Prayers will be contacted in Māori as will the RSA Cde.
Must be no more than 120 words.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project
No smoking in the RSA
Must be no more than 120 words.

Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

Collaborating organisation/individual          Contribution to project
2017/2018 Rodney - Targeted Events Grant round Two
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From Kaipara Memorial RSA (Inc)

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>St Johns Cadets</td>
<td>At the services and marching in the parade</td>
</tr>
<tr>
<td>Scouts</td>
<td>At the services and marching</td>
</tr>
<tr>
<td>Fire Brigade</td>
<td>At the services and marching. Also do the lighting and sound at the cenotaph</td>
</tr>
<tr>
<td>NZ Police</td>
<td>At the services and marching</td>
</tr>
<tr>
<td>NZ Defence force</td>
<td>At the services and marching</td>
</tr>
<tr>
<td>Local School children</td>
<td>At the services and marching</td>
</tr>
<tr>
<td>Kaipara College Participants</td>
<td>Flag bearers at the services and marching</td>
</tr>
<tr>
<td>Local football, Tai Kwon Do clubs</td>
<td>At the services and marching</td>
</tr>
</tbody>
</table>

Acknowledgement and promotion

Do you plan to promote/market/advertise your project? *
- Yes  ○ No  ○ Don’t know

If yes, please provide details on how
Local Newspapers, RSA Newsletter
Must be no more than 120 words.

How will you publicly acknowledge the local board’s contribution towards this project? *
RSA Newsletter photo’s and local newspapers Helensville only has a local paper monthly.
Must be no more than 120 words.
e.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics
To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *
- Yes  ○ No
Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Please explain how
Wheelchair access and people to assist.
Must be no more than 120 words.
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Is your project targeted at people with a long term disability? *
☐ Yes  ☐ No

What proportion of your project is targeted at the following age groups?
If your project is not targeted to any specific age group please enter 100 in the ‘All ages’ box.
(Numbers only, “%” symbol is not needed)

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>6 - 14 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>15 - 24 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>25 - 44 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>45 - 64 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>65+ years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>All ages</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>Must be a percentage</td>
</tr>
</tbody>
</table>

Which ethnic group(s) is your project targeted at? Select any that apply: *
☐ New Zealand European  ☐ Other European  ☐ Māori  ☐ Pacific Peoples  ☐ Chinese  ☐ Korean  ☐ Indian  ☐ Other Asian  ☐ Middle Eastern  ☐ Latin American  ☐ African  ☐ All/ everyone  ☐ Other:

What proportion of your project is targeted at male/female participants?
If your project is not targeted to either gender group please enter 100 in the ‘All’ box.
(numbers only, “%” symbol is not needed)

<table>
<thead>
<tr>
<th>Gender</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>Must be a number.</td>
</tr>
<tr>
<td>Female</td>
<td>Must be a number.</td>
</tr>
<tr>
<td>All - not targeted at either male/female</td>
<td>600</td>
</tr>
<tr>
<td></td>
<td>Must be a number.</td>
</tr>
</tbody>
</table>

Rain date
Start date  End date

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Is a Contractor/3rd Party/Producer helping to deliver the event/project?
○ Yes  ● No

Project Budget / Te tahua

* indicates a required field

What part of the project are you requesting funding for? *
Brass band payment, Public address system, Advertising, Veterans lunch and breakfast
Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets $5 each, entry fee, entry by donation/koha
○ No

Are you GST registered? *
○ Yes  ● No

What is your GST number? *
12913804
Must be a number.

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.
Pleas attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.
If you or your group are GST registered, please do not include GST in the amounts.
If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

<table>
<thead>
<tr>
<th>Expenditure and description (e.g. Venue Hire: 9 hours @ $20 p/h)</th>
<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Veterans Lunch and Breakfast</td>
<td>$930.00</td>
<td>Filename: 201802151327.docx File size: 30.9 kB</td>
</tr>
</tbody>
</table>

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2017/2018 Rodney - Targeted Events Grant round Two
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<table>
<thead>
<tr>
<th>Activity</th>
<th>Amount</th>
<th>File name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
<td>$500.00</td>
<td>Filename: 201802151334.docx File size: 19.5 kB</td>
</tr>
<tr>
<td>Brass Band</td>
<td>$700.00</td>
<td>Filename: 201802151334.docx File size: 19.5 kB</td>
</tr>
<tr>
<td>Public Address</td>
<td>$400.00</td>
<td>Filename: 201802151334.docx File size: 19.5 kB</td>
</tr>
</tbody>
</table>

Table two: project income / Ōtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project. If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration. **Do not** include funds requested from this application or applications made to other organisations.

<table>
<thead>
<tr>
<th>Project income (e.g. 1100 tickets @ $20 each, registration 20 people @ $5.00 each, 35 volunteer hours @ $20 per hour)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>This is a free event</td>
<td>$0.00</td>
</tr>
<tr>
<td>Please separate each cost out e.g. ticket sales one line and then art sales on the next</td>
<td></td>
</tr>
</tbody>
</table>

Table three: other funding sources for the project/activity / Ōtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

<table>
<thead>
<tr>
<th>Funding organisation or individual</th>
<th>Amount</th>
<th>Pending / approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>This is a free event</td>
<td>$0.00</td>
<td>Approved</td>
</tr>
</tbody>
</table>

Funding summary
2017/2018 Rodney - Targeted Events Grant round Two
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From Kaipara Memorial RSA (Inc)

Confirmed or approved as at the time of filling out this application.

<table>
<thead>
<tr>
<th>Total Expenditure Amount</th>
<th>Total income amount</th>
<th>Total other funding sources</th>
<th>How much are you/your organisation contributing? (Excludes income from 'Table three')</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,530.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

Total: $2,530.00

<table>
<thead>
<tr>
<th>Total of table one This number/amount is calculated.</th>
<th>Total of table two This number/amount is calculated.</th>
<th>Total of table three This number/amount is calculated.</th>
<th>Must be a dollar amount e.g. $1,227.81</th>
</tr>
</thead>
</table>

Total Amount Requested *
$2,530.00

What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *
Yes ○ No

If only part of your project can be funded, which part would you prefer?
Veterans Luncheon/breakfast and Brass Band
Must be no more than 100 words.
Please explain and indicate an amount.

Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *
Filename: 201802151338.docx
File size: 86.9 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea
Filename: 201802151342.docx
File size: 10.9 kB
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Please attach a copy of your annual report, including financial statements *
Filename: 201802151334.docx
File size: 19.5 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *
Filename: 201802151334.docx
File size: 19.5 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.
Filename: 201802151334.docx
File size: 19.5 kB

Do you have any other information to support your application?
The kaipara Memorial RSA makes nothing from holding Anzac day commemorations. It actually costs the RSA to run so any assistance is appreciated.
Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.
No files have been uploaded

Declaration and privacy

* indicates a required field

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *
● Yes  ○ No

I/We confirm that any funds granted will only be used for the activity described in this application *
● Yes  ○ No

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *
● Yes  ○ No
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I/We confirm that to the best of our/my knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *

- Yes  ○ No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - If in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example

- If you are an Auckland Council employee/local board member or a councillor
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - e.g. investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:

I am an employee and member of the Kaipara Memorial RSA. All other assistants are members of the RSA. However the RSA has no financial gain from running this free event for the people of the district.

Must be no more than 100 words

- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

* Accept  ○ Decline

Date:
16/02/2018

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as “spam”.

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If you need assistance please contact the Community Grants Advisor at community/funding@aucklandcouncil.govt.nz or phone 09 301 0161.

How did you find out about this fund?
○ Applied previously ○ Council staff ○ Poster/flyer ○ Word-of-mouth
○ Council website ○ Local board member ○ Radio ○ Other:
○ Council mail-out ○ Local newspaper ○ Social media

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.
Welcome / He mihi

Important information / Pārongo matua

Please check:
  • Who is eligible to apply
  • What we don’t fund
  • What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:
  • audited accounts, financial statements
  • annual report
  • minutes or letter from chairperson showing decision to apply
  • letters of support
  • letter of agreement from school/s if your project is being delivered in a school
  • any permits necessary if your project is on public land
  • evidence of bank account number (must be one of the following):
    • blank pre printed deposit slip
    • certified bank statement or letter
    • online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/individual name *
Kumeu Brass Inc
Must match the name on the bank account information supplied

Address
Physical Address

* Gate 7, Kumeu Showground, Waitakere Rd,
  Kumeu Auckland 0891
  Must be a New Zealand postcode

Please click here for the postcode finder website

Is your postal address different from your physical address? *

* Yes  ⬜ No  ⬜
If yes, please complete below

Postal Address *

PO Box 513
Glenfield
Kumeu Auckland 0841
  Must be a New Zealand postcode

Please click here for the postcode finder website

Website

Website address
http://www.kumeubrass.org.nz

Facebook page

Contact details

Admin contact person *
Peter Whyte

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *)
Mark Close

Position held in organisation (if applying as an organisation) *
Band Manager

Position held in organisation (if applying as an organisation) *
Music Director

Daytime phone number *
021317723

Daytime phone number
021420606

Mobile Phone Number
021420606

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2017/2018 Rodney - Targeted Events Grant round one
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Applicant details

* indicates a required field

What is the legal status of your organisation/group? *
- Incorporated Society
- Charitable Trust
- Limited Liability Company
- Other:
  Other: can include not for profit community group, Māori trusts, e.g. pūtea trust, whenua trust, ahu whenua trust, whenua topu trust and/or kai tiaki trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
221585
Must be a number

Charities NZ Registration
CC30062

New Zealand Charities Register Information
Reg Number CC30062
Legal Name Kumeu Brass Incorporated
Other Names Kumeu Brass, Kumeu Vintage Brass
Reg Status Registered
Charity's Street Address 993 Waitakere Road Kumeu 0810 Kumeu 0810
Charity's Postal Address PO Box 513 Kumeu 0841
Telephone (09)4115031
Fax
Email treasurer@kumeubrass.org.nz
Website http://www.kumeubrass.org.nz
Reg Date 10:00am on 30 Jun 2008
Information current as at 2 Mar 2018. 7:04am NZDT
2017/2018 Rodney - Targeted Events Grant round one
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NZ Companies Register

<table>
<thead>
<tr>
<th>New Zealand Companies Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZBN</td>
</tr>
<tr>
<td>Entity Name</td>
</tr>
<tr>
<td>Registration Date</td>
</tr>
<tr>
<td>Entity Status</td>
</tr>
<tr>
<td>Entity Type</td>
</tr>
<tr>
<td>Registered Address</td>
</tr>
<tr>
<td>Physical Address</td>
</tr>
</tbody>
</table>

Organisation objectives / Ngā whainga me te ripoata ā tau

What are the primary objectives of your organisation? *
To establish one or more brass bands and to assist in the advancement thereof. To provide music for the people of Kumeu and surrounding regions. To provide opportunities for children to learn brass instruments.
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
The band performs concerts, ANZAC Day parades, Xmas Parades and plays at various other community events. The band also has a junior/learners' band and provides instruction to beginners.
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
*Yes  o No
If yes, you will be required to provide more information

What is the name of the organisation you are affiliated with?
Brass Band Assc of NZ (BBANZ)

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
☐ Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained.
Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.

Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.

Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.

Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *

The proposal is that Kumeu Brass will perform four concerts as part of its 2018 concert series. As part of this, Kumeu Brass is seeking funding from the Rodney Community Board to perform at Westbrook Winery (Waimauku) and at the Kumeu Community Centre. These concerts will be free for people to attend.

These concerts will contribute to the diverse range of activities which take place in Rodney. Musical performances, while not rare, do not occur in Rodney as much as in other parts of Auckland. By providing free concerts, the Band will encourage local residents to come out of their homes and participate in a community event. They will have the opportunity to meet and fraternise with other locals.

The concert at Kumeu Community Centre will make use of a good local venue and ensure that it is used for one of the purposes for which it was envisaged. Concerts by brass bands are comparatively rare; typically bands are seen in parade-like circumstances. It is beneficial for the band to play music to a wide-ranging audience. These concerts have wide public appeal.

Kumeu Community Centre is a good venue at which to perform as it is well-known by local residents and is easy to locate. However, it is fair to say that the Centre is not used as much as it could be, especially for musical events. I believe that it is important for the local community to see its local musicians perform, not just at Anzac Day Parades, but also in events where the band and the music are to the forefront. It instills pride in a local community to see its own perform. It also provides a great opportunity for the Band to be seen by younger members of the community and to hopefully inspire them to give music a go.

Must be at least 250 words.

Project title *
Kumeu Brass 2017 Concert Series
Must be no more than 10 words

Project location *
Westbrook Winery, 215 Ararimu Valley Rd; Kumeu Community Centre, Access Rd, Kumeu
This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the local board finder tool.

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Is your project on council owned property/land?
○ Yes  ● No

Please describe your project in three to four sentences *
Kumeu Brass request funding for two of our concerts for 2018 which will take part in the Rodney Ward. The first concert will be at Westbrook Winery, Waimauku on April 1st. The second concert will be at the Kumeu Community Center Hall on June 17th.
The Westbrook concert will primarily feature the Band whilst the Kumeu concert will involve local choir, Kumeu Blend, and Evolution Brass (the band’s junior band). Must be no more than 120 words

When will your project take place?

Start date *
01/04/2018

End date *
17/06/2018

Project plan / Mahere mahinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Band will perform two concerts. The Band will undertake all organisation, marketing and performing roles. *</td>
<td>Preparatory planning has already started. Detailed planning will begin once funding has been acquired. *</td>
<td>The Band will primarily entertain and enrich the lives of those who come to listen. It will also provide a good performance opportunity for the Band. *</td>
</tr>
</tbody>
</table>

Community benefits

How have you established there is a need for this project? *
In past years we have performed at both these venues and have played to good-sized crowds (approx. 120 people). We have received very positive feedback from those whom attended and are keen to perform for them again. It is also fair to say that there is not a lot in the way of traditional music performed in Kumeu and Waimauku. While the need for it is not overwhelming, there is nonetheless a segment of the community which relishes this style of music.
Must be no more than 120 words.

What are the community outcomes of your project? *
The Band will provide an opportunity for local residents to hear quality, live brass music. It will enable the community to engage with a cultural activity in their own neighbourhood.
One of the concerts will also involve a local choir which will enhance artistic linkages within the community. The intention is that both concerts will be free entry. This will encourage greater participation and will also remove potential barriers to participation. The concert at Kumeu Community Centre typically attracts members from nearby rest homes; this provides a great opportunity for residents to get out and experience some life in their community.

**How will you measure these outcomes?**
Most of these outcomes will be achieved merely by the putting-on of a concert and the resultant enjoyment which this brings to those who attend. However, the larger the number of people who attend, the larger the positive impact upon the community.

**What is the estimated number of people reached through this project?**
Likely to be between 250-400 people. One of the concerts is weather-dependent. Numbers can also fluctuate due to other reasons, but this is our best estimate.

**What expertise does your organisation have in delivering similar projects?**
Kumeu Brass has been performing concerts since its inception in 1948. The Band typically performs 3-4 concerts each year, in addition to other community events. The Band has a proud record of putting on professional concerts.

**Māori Outcomes**

**Is your organisation Māori or are you a Māori individual?**
- Yes
- No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

**Will your project/activity target Maori or Maori outcomes?**
- Yes
- No

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Improving Maori social, economic, and cultural well-being. Uses maturanganga and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

**Smoke-free Auckland**

**Please tell us how you will promote smoke-free messages with your project**
All our venues are smoke-free, so this will be made clear via an announcement at the beginning of the concert.

**Attachments**

- Attachment B: Item 14
Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

<table>
<thead>
<tr>
<th>Collaborating organisation/individual</th>
<th>Contribution to project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kumeu Blend</td>
<td>Will perform at one concert as guest artists.</td>
</tr>
</tbody>
</table>

Acknowledgement and promotion

**Do you plan to promote/market/advertise your project?** *
- [ ] Yes  
- [ ] No  
- [ ] Don't know

**If yes, please provide details on how**
Posters, digital media (email & facebook) local newspaper
Must be no more than 120 words.

**How will you publicly acknowledge the local board’s contribution towards this project?**
- [ ] Yes  
- [ ] No
The local Board will be acknowledged with its logo on the posters and by public acclamation at the concerts.
Must be no more than 120 words.
e.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics

To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

**Will your project be accessible to people with disabilities?** *
- [ ] Yes  
- [ ] No
Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

**Please explain how**
Kumeu Community Centre has good disabled access. The Band makes a point of inviting local rest home residents to its concerts and up to 20 usually come. Westbrook Winery is also suitable for those with disabilities, as there is a flat, formed pathway to a reasonable-sized grass area above the area in which the band will perform.
Must be no more than 120 words.
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Application TE1816-101 From Kumeu Brass Inc

---

**Is your project targeted at people with a long term disability?**

- Yes  
- No

**What proportion of your project is targeted at the following age groups?**

If your project is not targeted to any specific age group please enter 100 in the 'All ages' box.

(Numbers only, "%" symbol is not needed)

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>6 - 14 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>15 - 24 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>25 - 44 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>45 - 64 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>65+ years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>All ages</td>
<td>100</td>
</tr>
</tbody>
</table>

**Which ethnic group(s) is your project targeted at? Select any that apply:***

- New Zealand European
- Other European
- Māori
- Pacific Peoples
- Chinese
- Korean
- Indian
- Other Asian
- Middle Eastern
- Latin American
- African
- All/everyone
- Other:

**What proportion of your project is targeted at male/female participants?**

If your project is not targeted to either gender group please enter 100 in the 'All' box.

(numbers only, "%" symbol is not needed)

<table>
<thead>
<tr>
<th>Gender</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage of male</td>
<td>Must be a number.</td>
</tr>
<tr>
<td>Percentage of female</td>
<td>Must be a number.</td>
</tr>
<tr>
<td>All - not targeted at either male/female</td>
<td>100</td>
</tr>
</tbody>
</table>

**Rain date**

---

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Start date:  
End date:  

Is a Contractor/3rd Party/Producer helping to deliver the event/project?  
☐ Yes  ☐ No  

Project Budget / Te tahua

* indicates a required field

What part of the project are you requesting funding for? *  
The Band has costs associated with all performances. These can be specific to the actual concert (e.g., venue hire, guest artist costs) and more general. Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is (e.g., tickets $5 each, entry fee, entry by donation/koha)  
☐ Yes  ☐ No

Are you GST registered? *  
☐ Yes  ☐ No

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.
Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.
If you or your group are GST registered, please do not include GST in the amounts.
If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

<table>
<thead>
<tr>
<th>Expenditure and description (e.g. Venue Hire: 9 hours @ $20 p/h)</th>
<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
</table>
| Concert Costs                                                 | $2,550.00         | [Filename: Kumeu Brass Concert Series 2017-18 - Proposed Budget.xlsx](#)  
  File size: 10.0 KB  
  No files have been uploaded |

Page 10 of 15
Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project. If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration. **Do not** include funds requested from this application or applications made to other organisations.

<table>
<thead>
<tr>
<th>Project income (e.g. 1100 tickets @ $20 each, registration 20 people $5.00 each, 35 volunteer hours @ $20 per hour)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Free Entry</td>
<td>$0.00</td>
</tr>
<tr>
<td>Please separate each cost out e.g. ticket sales one line and then art sales on the next</td>
<td></td>
</tr>
</tbody>
</table>

Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

<table>
<thead>
<tr>
<th>Funding organisation or individual</th>
<th>Amount</th>
<th>Pending / approved</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Funding summary

Confirmed or approved as at the time of filing out this application.

<table>
<thead>
<tr>
<th>Total Expenditure Amount</th>
<th>Total income amount</th>
<th>Total other funding sources</th>
<th>How much are you/your organisation contributing? (Excludes income from ‘Table three’)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,550.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$550.00 *</td>
</tr>
<tr>
<td>Total: $2,550.00</td>
<td>Total: $0.00</td>
<td>Total: $0.00</td>
<td></td>
</tr>
<tr>
<td>Total of table one</td>
<td>Total of table two</td>
<td>Total of table three</td>
<td>Must be a dollar amount e.g. $1,227.81</td>
</tr>
<tr>
<td>This number/amount is</td>
<td>This number/amount</td>
<td>This number/amount is</td>
<td></td>
</tr>
<tr>
<td>calculated.</td>
<td>is calculated.</td>
<td>calculated.</td>
<td></td>
</tr>
</tbody>
</table>

Page 11 of 15
Total Amount Requested *
$2,000.00
What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *
Yes  o No

If only part of your project can be funded, which part would you prefer? 
If possible, the Band will still attempt to perform both concerts, though this cannot be guaranteed. It may be necessary to charge an entry fee for the Kumeu concert, but our preference would be for free entry.
Must be no more than 100 words.
Please explain and indicate an amount.

Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *
Filename: deposit slip- Kumeu Brass.pdf
File size: 380.0 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea
No files have been uploaded

Please attach a copy of your annual report, including financial statements *
Filename: Kumeu Brass Inc 2017 Accounts.zip
File size: 247.4 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *
Filename: Funding authorisation letter- Kumeu Brass.jpg
File size: 2.2 MB

Supporting project documentation
Attach any supporting documents you feel might help us understand your project. 
No files have been uploaded

Do you have any other information to support your application? 
Must be no more than 100 words

If you are working with schools or early childhood education providers you must 
attach a letter of acceptance/agreement from each provider. 
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works 
or maintenance. 
No files have been uploaded

Declaration and privacy

* indicates a required field

Note: Auckland Council reserves the right to subsequently decline an application or request 
a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in 
this application is correct *
● Yes ● No

I/We confirm that any funds granted will only be used for the activity described in 
this application *
● Yes ● No

I/We confirm that I/we will submit to the local board an accountability report 
and supporting paid invoices and receipts (GST exclusive) that applies to GST 
registered groups, within 60 days of the completion of my/our activity *
● Yes ● No

I/We confirm that to the best of our/my knowledge I/we have no perceived, 
potential or actual conflict of interest in applying for or using any grant funding *
● Yes ● No

For guidance on whether you have a perceived, potential or actual conflict as a result of 
applying for and using grant funding you should consider the following matters - if in doubt 
you should declare the conflict. 
A conflict of interest could arise where you (the applicant) have a responsibility as a result of 
receiving council grant monies. This could affect another responsibility, duty or relationship 
you may also have. 
For example
● If you are an Auckland Council employee/local board member or a councillor
● If your organisations committee or board member is an Auckland Council employee/ 
local board member.
Item 14

2017/2018 Rodney - Targeted Events Grant round one
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Application TE1816-101 From Kumeu Brass Inc

- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - e.g. investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - e.g. you intend to procure services with the grant monies from your employer or a club you are a member of – who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:
Must be no more than 100 words

- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

* Accept  □ Decline

Date:
18/11/2017

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

If you need assistance please contact the Community Grants Advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

How did you find out about this fund?
□ Applied previously □ Council staff member □ Poster/flyer □ Word-of-mouth
□ Council website □ Local board member □ Radio □ Other:
□ Council mail-out □ Local newspaper □ Social media

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.

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2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From Kumeu Brass Inc
Welcome / He mihi

Important information / Pārongo matua

Please check:
- Who is eligible to apply
- What we don’t fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:

- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
  - blank pre printed deposit slip
  - certified bank statement or letter
  - online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/individual name *
Woodhill Sands Trust
Must match the name on the bank account information supplied

Address
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

Physical Address

4 James Mackie Rd
Wharepapa Helensville 0875
Must be a New Zealand postcode

Please click here for the postcode finder website

Is your postal address different from your physical address? *

Yes □ No □
If yes, please complete below

Postal Address *
PO Box 135
Waimauku Auckland 0842
Must be a New Zealand postcode

Please click here for the postcode finder website

Website

Website address
http://woodhillsands.co.nz

Facebook page
https://www.facebook.com/Woodhill.Sands/

Contact details

Admin contact person *
Angela Nobilo

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *)
Kathryn Roberts

Position held in organisation (if applying as an organisation) *
Venue Manager

Position held in organisation (if applying as an organisation) *
Chair, Board of Trustees

Daytime phone number *
(02) 7497 2637

Daytime phone number
+64 21 636 679

Mobile Phone Number
(02) 7497 2637

Mobile phone number
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

Email address *
angela@woodhillsands.co.nz

Email address
kathryn@kroberts.co.nz

Applicant details

* indicates a required field

What is the legal status of your organisation/group? *
☐ Incorporated Society  ☐ Charitable Trust  ☐ Limited Liability Company  ☐ Other: Trust
registered under Charitable Trusts Act 1957
Other: can include not for profit community group, Māori trusts, e.g. putea trust, whanau trust, ahu
whenua trust, whenua topu trust and/or kai tahi trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
2647311
Must be a number

Please click here to visit the Societies and Trusts website

Charities NZ Registration

<table>
<thead>
<tr>
<th>New Zealand Charities Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reg Number</td>
</tr>
<tr>
<td>Legal Name</td>
</tr>
<tr>
<td>Other Names</td>
</tr>
<tr>
<td>Reg Status</td>
</tr>
<tr>
<td>Charity's Street Address</td>
</tr>
<tr>
<td>Charity's Postal Address</td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Fax</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Website</td>
</tr>
<tr>
<td>Reg Date</td>
</tr>
</tbody>
</table>

NZ Companies Register
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

New Zealand Companies Register Information

NZA/N
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Physical Address

Organisation objectives / Ngā whainga me te ripoata ā tau

What are the primary objectives of your organisation? *
To operate an equestrian sports competition and training facility of regional importance for
the riding community and public at large, to support the growth of recreational riding and
competitive equestrian sports, to promote physical activity and healthy lifestyles.
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
Woodhill Sands provides a training and competition facility located in Rodney for riders
and equestrian sports. The facility has been recognised in the Auckland Equestrian Facility
Plan 2014 as vitally important to the present and future needs of equestrian sports in the
Auckland and neighbouring regions.
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
☐ Yes  ☐ No
If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
☐ Our transport infrastructure keeps pace with the needs of our communities. Our growing
townships have the same choices for quality public transport as the rest of Auckland.
Communities have access to walkways, bridleways and cycle ways. Our roads are well
maintained.
☐ Our communities influence local decision-making. They are empowered and enabled to
act and take the lead on community projects and in the planning for their areas. Community
groups and residents partner with the council and others to identify and deliver what is best
for them.
Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in. Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.

Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? * 
The Woodhill Sands Trust was established by a group of Aucklanders from within the riding community to take the lead on securing sport ownership of Woodhill Sands Equestrian Centre when its private owner/operators decided to sell the venue in late-2015 after some 10 years of operation. This is a new activity because the Centre under private ownership was operated as a business and decision making was driven by economic return, as opposed to community use. The Trust will be operating in a business-like way but for the development and promotion of equestrian sports.

The Trust worked closely with Auckland Council to develop a business case for sport ownership and secured financial assistance from Auckland Council (by way of Bank Guarantee) to enable the sport to fund the purchase. (The 'users pay' model of the sport had to be serviced). The Trust completed the purchase in October 2017, with funding from people within the sport and ASB loan. The Trust was not able to secure any community grants funding for the purchase, so essentially all funding has come from the sport.

Woodhill Sands is the most used equestrian competition and training facility in New Zealand. Its unique geographic feature - sand surfaces - makes it useable year round, transforming a previously summer sport into a year round sport. It is used for competitions most weekends and attracts riders from all over Auckland and more widely into Rodney district. Training use, including by Pony Clubs and school groups occurs during the week.

The Trust seeks to develop a rundown facility into a venue that is an asset to the sport and to Auckland City, and one which is well supported by riders because they have a great experience when they ride at Woodhill Sands.

The Trust wants to develop the grounds into a park like setting to improve the visitor experience and provide facilities that are appropriate for the scale of the property (some 11 ha). Development of the property will also take account of the impact on neighbours of an equestrian facility and will be designed to mitigate any impact.

There is a stream and a wetland on the property which require maintenance to ensure that they are healthy and water quality maintained.

This is an exciting project for Rodney and the sport, and there is a lot of local support for community ownership of the facility. The community ownership creates security of tenure for the sport and will empower riders to make more use of Woodhill Sands.

It will bring more riders into the area with the associated economic activity attached to horses. We are actively seeking to make a contribution to the local community and already are providing part-time work for young people, and looking to engage local contractors in the upkeep and development of the facility.

Must be at least 250 words.

Project title *

Page 5 of 15
Woodhill Sands Redevelopment
Must be no more than 10 words

Project location *
4 James Mackie Rd, Wharepapa
This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the [local board finder tool](#).

Is your project on council owned property/land?
〡Yes 〢No

Please describe your project in three to four sentences *
Develop concept and designs for upgrading facilities at Woodhill Sands Equestrian Centre, including landscaping plans and building development to enhance the natural landscape and improve the user experience.
Must be no more than 120 words

When will your project take place?

<table>
<thead>
<tr>
<th>Start date *</th>
<th>End date *</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/12/2017</td>
<td>30/11/2018</td>
</tr>
</tbody>
</table>

Project plan / Mahere mehinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scoping the project</td>
<td>End of February 2018</td>
<td>consultation with community stakeholders to understand and address their needs and concerns *</td>
</tr>
<tr>
<td>Feasibility</td>
<td>By end of March 2018</td>
<td>Assessing the social, economic and environmental viability of the project</td>
</tr>
<tr>
<td>Seek advice from Auckland Council Sports &amp; Recreation Team and Aktive</td>
<td>By end of March 2018</td>
<td>Getting advice</td>
</tr>
<tr>
<td>Develop the project brief</td>
<td>By end of May 2018</td>
<td>A plan that can be communicated effectively to all stakeholders</td>
</tr>
</tbody>
</table>
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

Community benefits

**How have you established there is a need for this project?**
Development of Auckland Equestrian Facility Plan in October 2014 supported by Sport NZ and Auckland Council.
Development of business case and securing support of Auckland Council Governing Body, May 2016 and June 2017, for sport purchase and operation of facility. Key contact at Council is Leigh Redshaw. Must be no more than 120 words.

**What are the community outcomes of your project?**
A sports facility that serves the needs of the riding community for competition and training purposes:
- that supports horse welfare by providing a good standard of riding surfaces;
- that enables Auckland riders to pursue the sport and recreational activity of their choice within Auckland City, and;
- has the infrastructure that sports venues typically provide in terms of amenities and for storage of sports equipment on site. Must be no more than 200 words.

Describe three things you want the project to achieve in terms of benefits for participants and/or others.

**How will you measure these outcomes?**
If the expected outcomes of the project occur, we expect to see:
- increased horse starts at competition events, measurable by entry numbers
- increased usage by recreational riding group, measurable by venue bookings;
- reduction in complaints about cost of using facility. Must be no more than 150 words.

Describe three changes you will see if the expected outcomes of the project occur.

**How many people are directly involved in the delivery of this project?**
Between 5 and 10
e.g. team members.

**What is the estimated number of people reached through this project?**
There are estimated to be approx. 30,000 regular horse riders in Auckland (see 2014 Facility Plan, page 20)

**What expertise does your organisation have in delivering similar projects?**
Several of the Trustees have prior experience in commercial and/or rural projects of this type. Must be no more than 120 words.

**Māori Outcomes**

**Is your organisation Māori or are you a Māori individual?**
- Yes  * No
Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

**Will your project/activity target Māori or Māori outcomes?**
- Yes
- No

Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waaahi tapu, Improving Maori social, economic, and cultural well-being. Uses matauranga and tikanga Maori end works with mana whenua or Maori organisations to produce shared outcomes.

**Smoke-free Auckland**

**Please tell us how you will promote smoke-free messages with your project**
We can put up signage promoting a smoke-free environment.
Must be no more than 120 words.

**Collaborating organisations or individuals**

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

<table>
<thead>
<tr>
<th>Collaborating organisation/individual</th>
<th>Contribution to project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waitemata Show Jumping</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Waitemata Dressage</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Auckland Equestrian Sports, Inc</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Waitemata Riding Club</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Waitemata and Auckland Area Pony Clubs</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Auckland-Manukau Show Jumping</td>
<td>Community Stakeholder</td>
</tr>
<tr>
<td>Waitemata Show Hunter</td>
<td>Community Stakeholder</td>
</tr>
</tbody>
</table>

**Acknowledgement and promotion**

**Do you plan to promote/market/advertise your project?**
- Yes
- No
- Don’t know

**If yes, please provide details on how**
We will promote through our social media channels, through stakeholder consultation and through display of project information at the facility.
Must be no more than 120 words.
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

How will you publicly acknowledge the local board’s contribution towards this project? *
 Invite Local Board members to events at the venue, acknowledgement through social media and logo on printed material generated for the project.
 Must be no more than 120 words.
 e.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics

To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *
- Yes  ○ No
 Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Please explain how
 Participation can include volunteering and spectator participation. People with disabilities are not precluded from participation.
 Must be no more than 120 words.

Is your project targeted at people with a long term disability? *
- Yes  ○ No

What proportion of your project is targeted at the following age groups?
If your project is not targeted to any specific age group please enter 100 in the ‘All ages’ box.
(Numbers only, "%" symbol is not needed)

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td></td>
</tr>
<tr>
<td>6 - 14 years</td>
<td></td>
</tr>
<tr>
<td>15 - 24 years</td>
<td></td>
</tr>
<tr>
<td>25 - 44 years</td>
<td></td>
</tr>
<tr>
<td>45 - 64 years</td>
<td></td>
</tr>
<tr>
<td>65+ years</td>
<td></td>
</tr>
<tr>
<td>All ages</td>
<td>100</td>
</tr>
</tbody>
</table>

Must be a percentage
Which ethnic group(s) is your project targeted at? Select any that apply: *
- New Zealand European  □ Other European  □ Māori  □ Pacific Peoples  □ Chinese  □
- Korean  □ Indian  □ Other Asian  □ Middle Eastern  □ Latin American  □ African  □ All/
  everyone  □ Other.

What proportion of your project is targeted at male/female participants?
If your project is not targeted to either gender group please enter 100 in the ‘All’ box.
(numbers only, ‘%’ symbol is not needed)

<table>
<thead>
<tr>
<th>Percentage of male</th>
<th>Percentage of female</th>
<th>All - not targeted at either male/female</th>
</tr>
</thead>
<tbody>
<tr>
<td>25</td>
<td>75</td>
<td>Must be a number.</td>
</tr>
</tbody>
</table>

Rain date

Start date  End date

Is a Contractor/3rd Party/Producer helping to deliver the event/project?
☐ Yes  ☐ No

Project Budget / Te tahuia

* indicates a required field

What part of the project are you requesting funding for? *
Developing the Project brief
Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of
cost is, and how much it is i.e. tickets $5 each, entry fee, entry by donation/koha
☐

Are you GST registered? *
☐ Yes  ☐ No

What is your GST number? *

Page 10 of 15
Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.

Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.

If you or your group are GST registered, please do not include GST in the amounts.

If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

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<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant Planner as negotiated discounted rate of $100 p/h</td>
<td>$20,000.00</td>
<td>Filename: R2O Consultants Limited.docx</td>
</tr>
<tr>
<td>Landscape Architect</td>
<td>$2,870.00</td>
<td>Filename: WDH.OOS.DRAFT.pdf</td>
</tr>
<tr>
<td>Acoustics Engineer</td>
<td>$3,750.00</td>
<td>Filename: 710.10345-P01-v1.04 James Mackie Road Offer of Services (Acoustics).pdf</td>
</tr>
</tbody>
</table>

Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project.
If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration.

Do not include funds requested from this application or applications made to other organisations.

<table>
<thead>
<tr>
<th>Project income (e.g. 1100 tickets @ $20 each, registration 20 people $5.00 each, 35 volunteer hours @ $20 per hour)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>No project income</td>
<td></td>
</tr>
</tbody>
</table>

Please separate each cost out e.g. ticket sales on one line and then art sales on the next.

Page 11 of 15
Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

<table>
<thead>
<tr>
<th>Funding organisation or individual</th>
<th>Amount</th>
<th>Pending / approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Funding summary

Confirmed or approved as at the time of filling out this application.

<table>
<thead>
<tr>
<th>Total Expenditure Amount</th>
<th>Total income amount</th>
<th>Total other funding sources</th>
<th>How much are you/your organisation contributing? (Excludes income from 'Table three')</th>
</tr>
</thead>
<tbody>
<tr>
<td>$26,620.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$26,620.00 *</td>
</tr>
<tr>
<td>Total: $26,620.00</td>
<td>Total: $26,620.00</td>
<td>$0.00</td>
<td>$26,620.00</td>
</tr>
</tbody>
</table>

Total Amount Requested *

$10,000.00
What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *

*Yes  o No

If only part of your project can be funded, which part would you prefer? 
Must be no more than 100 words.
Please explain and indicate an amount.

Supporting documentation

* indicates a required field
Rodney Local Board Parks and Recreation Committee
17 May 2018

2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *
Filename: ASB Bank Account20171115_20151575.pdf
File size: 652.3 kB
Filename: ASB FastNet Business Accounts 19 Nov.pdf
File size: 71.1 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea
No files have been uploaded

Please attach a copy of your annual report, including financial statements *
Filename: Financial Statements Note.docx
File size: 11.7 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *
Filename: Authorisation Ltr 15111720171115_21412723.pdf
File size: 319.9 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.
Filename: Woodhill Sands(single pages).pdf
File size: 3.0 MB

Do you have any other information to support your application?
Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.
No files have been uploaded

Declaration and privacy

* indicates a required field
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *
● Yes ○ No

I/We confirm that any funds granted will only be used for the activity described in this application *
● Yes ○ No

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *
● Yes ○ No

I/We confirm that to the best of our/my knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *
● Yes ○ No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example
● If you are an Auckland Council employee/local board member or a councillor
● If your organisations committee or board member is an Auckland Council employee/local board member.
● Personal or family relationships that you have
  ● with council employees
  ● with council contractors
  ● organisations or persons that you will procure services from with the grant monies
● Financial relationships
  ● e.g. investments that you have in entities that you will procure services from with the grant monies
● Employment relationships or membership of clubs
  ● e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:
Must be no more than 100 words

● I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
● I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
● I/We understand that I/we have the right to have access to this information
2017/2018 Rodney - Targeted Events Grant round one
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Woodhill Sands Trust

- I/we undertake that I/we have obtained the consent of all people involved to provide these details.

☐ Accept  ☐ Decline

Date: 15/11/2017

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "span".

If you need assistance please contact the Community Grants Advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0161.

How did you find out about this fund?
☐ Applied previously  ☐ Council staff member
☐ Council website  ☐ Local board member  ☐ Poster/flyer
☐ Council mail-out  ☐ Local newspaper  ☐ Radio
☐ Social media  ☐ Word-of-mouth
☐ Other:

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.
Welcome / He mihi

Important information / Pārongo matua

Please check:
- Who is eligible to apply
- What we don’t fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:
- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
  - blank pre printed deposit slip
  - certified bank statement or letter
  - online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/individual name *
North West Country Incorporated
Must match the name on the bank account information supplied

Address

Page 1 of 14
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From North West Country Incorporated

Physical Address

* Level 1, 1 New North Rd
Eden Terrace Auckland 1021
Must be a New Zealand postcode

Please click here for the postcode finder website

Is your postal address different from your physical address? *
* Yes  ○ No
If yes, please complete below

Postal Address *
PO Box 231
Helensville Auckland 0840
Must be a New Zealand postcode

Please click here for the postcode finder website

Website

Website address
http://www.northwestcountry.co.nz

Facebook page
http://www.facebook.com/NWCountryAKL

Contact details

Admin contact person *
Jenny Murray

Position held in organisation (if applying as an organisation) *
Member Services and Support Manager

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *
Gary Holmes

Position held in organisation (if applying as an organisation) *
BID Manager

Daytime phone number *
021379351

Daytime phone number
(02) 7496 6283

Mobile Phone Number
021379351

Mobile phone number
Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application Application TE1816-101 From North West Country Incorporated

Email address *  (02) 7496 6283
info@northwestcountry.co.nz  Email address
manager@northwestcountry.co.nz

Applicant details
* indicates a required field

What is the legal status of your organisation/group? *
☐ Incorporated Society  ☐ Charitable Trust  ☐ Limited Liability Company  ☐ Other:
Other: can include not for profit community group, Maori trusts, e.g. puatea trust, whanau trust, ahu whenua trust, whenua topu trust and/or kai tiaki trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
221767
Must be a number

Please click here to visit the Societies and Trusts website

Charities NZ Registration

<table>
<thead>
<tr>
<th>New Zealand Charities Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reg Number</td>
</tr>
<tr>
<td>Legal Name</td>
</tr>
<tr>
<td>Other Names</td>
</tr>
<tr>
<td>Reg Status</td>
</tr>
<tr>
<td>Charity's Street Address</td>
</tr>
<tr>
<td>Charity's Postal Address</td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Fax</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Website</td>
</tr>
<tr>
<td>Reg Date</td>
</tr>
</tbody>
</table>

NZ Companies Register

Page 3 of 14
New Zealand Companies Register Information

NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Physical Address

Organisation objectives / Ngā whainga me te ripoata ā tau

What are the primary objectives of your organisation? *
North West Country partners with various community and council based forums, liaising with organisations and businesses in actions to promote and support the Town Centre and the local community in a safe and secure environment.
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
• Promotion of businesses through local marketing and events
• Business workshops and networking opportunities
• Advocacy to local bodies over major works planned for the precinct
• Advocacy to local bodies over issues relating to service provision
• Regular updates on news and activities in the area
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
☐ Yes ☐ No
If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
☐ Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained.
☐ Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
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☐ Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.
☐ Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.
☐ Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *

The Arts in The Ville event will celebrate art and artists in the town showcasing to the community. "Arts in The Ville" is an opportunity for the community to meet artists in their working spaces, talk to them about their work, purchase pieces of art direct from the artist or from one of the pop-up exhibitions.

You can 'have a go' at one of the interactive displays and go home feeling inspired by the creativity that has collected in this historic town.

A three-day arts festival to be held in Helensville over Labour weekend (Oct 20th - 22nd) from 10am - 4pm each day Promising lots of interactive opportunities the organisers, community activitst Kura Geere-Watson, stitcher Jo Dixey are working to ensure our town puts her best face forward in celebration of Helensville's creativity as our local artists showcase their work.

The town will be decorated with bright, colourful textile art created especially for the purpose by local residents.

More than 20 local artists who have agreed to take part inclucde felters, wood workers, painters, carvers, knitters, potters and metal workers. Thanks to the generosity of local landlords. some artists will be on hand to talk about their work in unused shops, re-purposed for the weekend as pop-up galleries.

Other artists, like stitcher Jo Dixey, silk painter Jane Aldridge and milliner Myra Lloydwill be working in their own studios, which will be open to the public, providing an opportunity for people to learn from the artists about their creative process and the provenance of a finished piece.

A map detailing the whereabouts of each activity and of food and parking venues will be available so you can “follow the thread to feel inspired.”

Maps which show the location of the studios and displays can be collected from the meeting room (by the library) in the main street of Helensville.
Must be at least 250 words.

Project title *
Arts In The Ville
Must be no more than 10 words

Project location *
Helensville War Memorial Hall, 49 Commercial Road, Auckland & around Helensville townshi p
This means the building name, street address, location of event or venue where the project will happen.
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From North West Country Incorporated

To find what local board area your project is taking place in please visit the local board finder tool.

Is your project on council owned property/land?
* Yes  ○ No

Please describe your project in three to four sentences *
This is the 4th annual ARTS IN THE VILLE, Helensville, which is held at Labour Weekend. The event celebrates art and artists in the town. Last year we had 46 artists, working either from pop up galleries or their home studios. The event also includes a charity exhibition for the Helensville Women and Family Centre. Our project celebrates the local art community. Must be no more than 120 words.

When will your project take place?

<table>
<thead>
<tr>
<th>Start date *</th>
<th>End date *</th>
</tr>
</thead>
<tbody>
<tr>
<td>20/10/2018</td>
<td>22/03/2018</td>
</tr>
</tbody>
</table>

Project plan / Mahere mahinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning monthly meeting *</td>
<td>March 21st 2018 &amp; each month following *</td>
<td>Organisation of the event and confirming artists *</td>
</tr>
<tr>
<td>Yarn bombing town as pre-marketing</td>
<td>July &amp; September</td>
<td>Setting the scene for the event</td>
</tr>
<tr>
<td>Confirm artists and venues</td>
<td>End of August</td>
<td>Put brochure together with details</td>
</tr>
<tr>
<td>Article in local newspapers</td>
<td>May 2018</td>
<td>Advertising</td>
</tr>
</tbody>
</table>

Community benefits

How have you established there is a need for this project? *
Four years ago, the project co-ordinators, held the event. The success has been such that each year more artists have been included and visitor numbers have grown substantially. It is now a key event of the town’s annual calendar. Must be no more than 120 words.

What are the community outcomes of your project? *
Increased interaction between artists.
Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application Application TE1816-101 From North West Country Incorporated

More people visit Helensville which increases business and community outcomes.
Increased community profile,
Wide community involvement each year in interactive art projects.
Increases of profile of artists, more awareness regionally of Helensville as an artistic destination
More community involvement in interactive art
Must be no more than 200 words.
Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *
Outcomes will be measured by foot count of visitors, to studios and local businesses, plus sales of art Works.
Must be no more than 150 words.
Describe three changes you will see if the expected outcomes of the project occur

How many people are directly involved in the delivery of this project? *
75
e.g. team members

What is the estimated number of people reached through this project? *
2500

What expertise does your organisation have in delivering similar projects? *
This event has been run previously for 4 years. The success has been such that each year more artists have been included and visitor numbers have grown substantially. It is now a key event of the town’s annual calendar.
Must be no more than 120 words.
Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *
☐ Yes  ☑ No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Māori or Māori outcomes?
☐ Yes  ☑ No
Māori outcomes include Māori events, Māori sculpture and public art or protection of Māori cultural heritage eg waahi tapu. Improving Māori social, economic, and cultural well-being. Uses mātauranga and tikanga Māori and works with mana whenua or Māori organisations to produce shared outcomes.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project
Must be no more than 120 words.

Collaborating organisations or individuals

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Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From North West Country Incorporated

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

<table>
<thead>
<tr>
<th>Collaborating organisation/individual</th>
<th>Contribution to project</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Acknowledgement and promotion

Do you plan to promote/market/advertise your project? *
● Yes  ○ No  ○ Don’t know

If yes, please provide details on how
Through local advertising - North West local newspapers and community Facebook pages,
Facebook, North West Country website
Brochure showcasing venue and artists on the day
Must be no more than 120 words.

How will you publicly acknowledge the local board’s contribution towards this project? *
Placing local on printed material and in local papers
Must be no more than 120 words:
E.g. place logo on printed material, invite local board members to your event, signage, advertising materials etc.

Demographics

To help council and local boards better understand who will benefit from this project, please indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *
● Yes  ○ No
Long term disability is defined as lasting six months or more and stops people from doing everyday things other people can do.

Please explain how
Access is suitable for wheelchair entry and toilets are available
Must be no more than 120 words.

Is your project targeted at people with a long term disability? *
○ Yes  ● No
What proportion of your project is targeted at the following age groups?
If your project is not targeted to any specific age group please enter 100 in the 'All ages' box.
(Numbers only, "%" symbol is not needed)

<table>
<thead>
<tr>
<th>Age Groups</th>
<th>Must be a percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td>6 - 14 years</td>
</tr>
<tr>
<td>25 - 44 years</td>
<td>45 - 64 years</td>
</tr>
<tr>
<td>All ages</td>
<td>15 - 24 years</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

Which ethnic group(s) is your project targeted at? Select any that apply: *
□ New Zealand European □ Other European □ Māori □ Pacific Peoples □ Chinese □
Korean □ Indian □ Other Asian □ Middle Eastern □ Latin American □ African □ All/everyone □ Other:

What proportion of your project is targeted at male/female participants?
If your project is not targeted to either gender group please enter 100 in the ‘All’ box.
(numbers only,"%" symbol is not needed)

<table>
<thead>
<tr>
<th>Percentage of male</th>
<th>Percentage of female</th>
<th>All - not targeted at either male/female</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be a number.</td>
<td>Must be a number.</td>
<td>100</td>
</tr>
</tbody>
</table>

Rain date
Start date           | End date
20/10/2018            | 22/03/2018
Is a Contractor/3rd Party/Producer helping to deliver the event/project?
- Yes  - No

Project Budget / Te tahua
* indicates a required field

What part of the project are you requesting funding for? *
- Hall Hire, website set up, Advertising, Art materials, Graffiti artist, pop up space
- Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets $5 each, entry fee, entry by donation/koha
- No

Are you GST registered? *
- Yes  - No

What is your GST number? *
46931289
- Must be a number.

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.
Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.
If you or your group are GST registered, please do not include GST in the amounts.
If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

<table>
<thead>
<tr>
<th>Expenditure and description (e.g. Venue Hire: 9 hours @ $20 p/h)</th>
<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
</table>
| Venue Hire                                                   | $878.65           | Filename: QT1803000087.pdf  
File size: 100.5 kB |
| Venue Hire                                                   | $333.90           | Filename: QT1803000090.pdf  
File size: 100.2 kB |

Table two: project income / Pūtea tautoko mai roto
This section tells us about any income you estimate that you may get for your project. If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration. **Do not** include funds requested from this application or applications made to other organisations.

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<th>Total income amount</th>
<th>Total other funding sources</th>
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</thead>
<tbody>
<tr>
<td>$1,212.55</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$500.00 *</td>
</tr>
<tr>
<td>Total: $1,212.55</td>
<td></td>
<td></td>
<td>Total: $500.00</td>
</tr>
<tr>
<td>Total of table one</td>
<td>Total of table two</td>
<td>Total of table three</td>
<td>Must be a dollar amount e.g. $1,227.81</td>
</tr>
</tbody>
</table>

* This number/amount is calculated.
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From North West Country Incorporated

Total Amount Requested *
$1,000.00
What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *
Yes  No

If only part of your project can be funded, which part would you prefer?
Hall hire
Must be no more than 100 words.
Please explain and indicate an amount.

Supporting documentation
* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *
Filename: Asb Bank statement 001.jpg
File size: 284.0 kB
Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea
No files have been uploaded

Please attach a copy of your annual report, including financial statements *
Filename: NWDBAAuditedFinal.pdf
File size: 1.7 MB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *
Filename: 15th March 2018 Executive Committee Meeting minutes.docx
File size: 2.4 MB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.
Filename: 2017 Arts in the Ville Poster.pdf
File size: 818.3 kB
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-101 From North West Country Incorporated

Do you have any other information to support your application?
Must be no more than 100 words

If you are working with schools or early childhood education providers you must
attach a letter of acceptance/agreement from each provider.
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works
or maintenance.
No files have been uploaded

Declaration and privacy

* indicates a required field

Note: Auckland Council reserves the right to subsequently decline an application or request
a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in
this application is correct *
● Yes ○ No

I/We confirm that any funds granted will only be used for the activity described in
this application *
● Yes ○ No

I/We confirm that I/we will submit to the local board an accountability report
and supporting paid invoices and receipts (GST exclusive) that applies to GST
registered groups, within 90 days of the completion of my/our activity *
● Yes ○ No

I/We confirm that to the best of our/my knowledge I/we have no perceived,
potential or actual conflict of interest in applying for or using any grant funding *
● Yes ○ No

For guidance on whether you have a perceived, potential or actual conflict as a result of
applying for and using grant funding you should consider the following matters - if in doubt
you should declare the conflict.
A conflict of interest could arise where you (the applicant) have a responsibility as a result of
receiving council grant monies. This could affect another responsibility, duty or relationship
you may also have.
For example
● If you are an Auckland Council employee/local board member or a councillor
● If your organisations committee or board member is an Auckland Council employee/
local board member.
● Personal or family relationships that you have
  ● with council employees
  ● with council contractors

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- organisations or persons that you will procure services from with the grant
  monies
- Financial relationships
  - e.g. investments that you have in entities that you will procure services from
    with the grant monies
- Employment relationships or membership of clubs
  - e.g. you intend to procure services with the grant monies from your employer or
    a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:
Must be no more than 100 words:

- I/We understand that Auckland Council is bound by the Local Government
  Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be
  released to the media or appear in publicity material
- I/We understand that i/we have the right to have access to this information
- I/We undertake that i/we have obtained the consent of all people involved to
  provide these details.

* Accept  ○ Decline

Date:
22/03/2018

When your application is submitted you will receive an automatic confirmation email
that the application has been received from SmartyGrants. If you do not receive an email
confirmation, please check to see if the email has been treated as "spam".
If you need assistance please contact the Community Grants Advisor at
communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

How did you find out about this fund?
○ Applied previously  ● Council staff member  ○ Poster/flyer  ○ Word-of-mouth
○ Council website  ○ Local board member  ○ Radio  ○ Other: Council mail-out  ○ Local newspaper  ○ Social media

Privacy

Any personal information that you provide in this form will be held and protected by
Auckland Council in accordance with our privacy policy and with the Privacy Act 1993. Our
privacy policy explains how we may use and share your personal information in relation
to any interaction you have with the council, and how you can access and correct that
information. We recommend you familiarise yourself with this policy.
Welcome / He mihi

Important information / Pārongo matua

Please check:
- Who is eligible to apply
- What we don’t fund
- What information you will need to include in your application.

All applications must be completed and submitted using this online application form. Remember to save as you work.

Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:
- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
  - blank pre printed deposit slip
  - certified bank statement or letter
  - online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/Individual name *
Mahurangi Winter Festival of Lights
Must match the name on the bank account information supplied

Address
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Mahurangi Winter Festival of Lights

Physical Address

* P O Box 3
Warkworth Auckland 0941
Must be a New Zealand postcode

Please click here for the postcode finder website

Is your postal address different from your physical address? *
• Yes  ○ No
If yes, please complete below

Postal Address *
Warkworth Isite
1 Baxter Street
Warkworth Auckland 0910
Must be a New Zealand postcode

Please click here for the postcode finder website

Website

Website address

Facebook page

Contact details

Admin contact person *
Murray Chapman

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *
Peter Henderson

Position held in organisation (if applying as an organisation) *
Chairman

Position held in organisation (if applying as an organisation) *
Deputy Chairman

Daytime phone number *
(02) 7496 6550

Daytime phone number
09 4250005

Mobile Phone Number
(02) 7496 6550
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-102 From Mahurangi Winter Festival of Lights

Email address *
murray@onewarkworth.co.nz

Mobile phone number
(02) 7477 6519

Email address
octavius@xtra.co.nz

Applicant details
* indicates a required field

What is the legal status of your organisation/group? *
☐ Incorporated Society  ☐ Charitable Trust  ☐ Limited Liability Company  ☐ Other: not for
profit community group
Other: can include not for profit community group, Māori trusts, e.g. pūtea trust, whanau trust, ahu
whenua trust, whenua topu trust and/or kai tāiki trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
Must be a number

Please click here to visit the Societies and Trusts website

Charities NZ Registration

New Zealand Charities Register Information
Reg Number
Legal Name
Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

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Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
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NZ Companies Register

New Zealand Companies Register Information
NZBN
Entity Name
Registration Date
Entity Status
Entity Type
Registered Address
Physical Address

Organisation objectives / Ngā whainga me te ripoata ā tau

What are the primary objectives of your organisation? *
To put on a mid winter event in the area around the Mahurangi including Warkworth, Snells Beach, Matakana and Leigh which will bring visitors into the region.
The aim is to get different towns to work together and to get all businesses to light up their premises and hopefully to bring a smile to peoples faces
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
Matakana will put on a big dinner, Warkworth will have an ice skating rink and around 6 truck loads of snow in Baxrer Street with food truck and a big laser show on the Sat night.
Leigh is lighting up their wharf, still waiting to see what Snells beach and Omaha will do
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
- Yes - No
If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
- Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycle ways. Our roads are well maintained
- Our communities influence local decision-making. They are empowered and enabled to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.

Page 4 of 14
Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parks are enjoyable places to visit and relax or be active in.

- Our harbours and the rivers and streams that feed them are healthy and thriving natural marine environments. Our storm water and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.

- Local facilities that are the heart of our communities. They are well used and cared for by the communities that manage them. The diverse range of activities run by our communities creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *
By encouraging each area to work together in an area where this doesn’t happen, this will bring the communities together and enable them to look at issues from a regional perspective rather than just their town.

The goal is to build this event into one that runs over 1/2 weeks and to have people from each community supporting the events happening in the other towns.

The goal is to have in the future a wide range of community events that engage the local community and attract visitors in to the different parts of the Mahurangi.

We hope that over time this event can grow to be a one to two week event with numerous events taking place throughout the Mahurangi region.

There is nothing that happens over the winter months and visitor numbers dwindle, accommodation providers and cafes and in fact most businesses struggle over these months so the more we can do to encourage people to visit, stay, spend money the better it will be for the area.

Also because it is so quiet over the winter there is not a lot to smile about and the hope is that we can bring some joy back into the region.

We also hope over time that this will become the winter version of the Kowhai Festival which has been running for 49 years and will become something that people in Warkworth, Matakan, Leigh and Snells Beach will look forward to and that schools and community groups will want to be involved.

Must be at least 250 words.

Project title *
Mahurangi Winter Festival of Lights
Must be no more than 10 words

Project location *
Matakana, Warkworth, Snells Beach, Leigh
This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the local board finder tool.

Is your project on council owned property/land?
- Yes  o No

Please describe your project in three to four sentences *
Mahurangi Winter Festival of Lights, encouraging local businesses to light up their towns while putting in place events to encourage both local and out of town participation. Must be no more than 120 words.

When will your project take place?

Start date * 13/07/2018
End date * 15/07/2018

Project plan / Mahere mahinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apply for funding</td>
<td>30/03/2017</td>
<td>Partial funding</td>
</tr>
<tr>
<td>TMP</td>
<td>30/5/2018</td>
<td>Road closure approved</td>
</tr>
<tr>
<td>Sponsorship proposals done</td>
<td>25/04/2018</td>
<td>Further funding found</td>
</tr>
</tbody>
</table>

Community benefits

How have you established there is a need for this project? *
Yes, there is nothing that happens in this area over the winter
Must be no more than 120 words.

What are the community outcomes of your project? *
Making people proud of their region, bringing visitors into the area over a very slow time for businesses.
1. Having the majority of businesses in each town light themselves up
2. Bring visitors in to the area
3. Have people proud to see their towns up in lights
Must be no more than 200 words.
Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *
We will measure this by the number of people attending and by feedback from locals.
1. More businesses wanting to be a part of it next year
2. More community organisations also wanting to be involved next year
3. Each area wanting to enrol on what they have done and more areas wanting to be included
Must be no more than 150 words.
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Describe three changes you will see if the expected outcomes of the project occur.

How many people are directly involved in the delivery of this project? *
6
e.g. team members

What is the estimated number of people reached through this project? *
10,000

What expertise does your organisation have in delivering similar projects? *
Team members have involvement in other community and business based events such as Kowhai Festival, Warkworth Great Debate, Riverside Dinner
Lighting up their home over Christmas for public to enjoy
Must be no more than 120 words.
Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *
○ Yes  ● No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Māori or Māori outcomes?
○ Yes  ● No
Māori outcomes include Māori events, Māori sculpture and public art or protection of Māori cultural heritage eg wahi tapu. Improving Māori social, economic, and cultural well-being. Uses mātauranga and tikanga Māori and works with mana whenua or Māori organisations to produce shared outcomes.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project
Dinner in Matakana will be smoke free, other events are outside, we are happy to display signage about being smoke free
Must be no more than 120 words.

Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

<table>
<thead>
<tr>
<th>Collaborating organisation/individual</th>
<th>Contribution to project</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Warkworth Business Assoc</td>
<td>Supplying bank account for us to use</td>
</tr>
<tr>
<td>Lions/Rotary</td>
<td>Supplying members of the team</td>
</tr>
</tbody>
</table>

Page 7 of 14
Acknowledgement and promotion

Do you plan to promote/market/advertise your project? *
● Yes  ○ No  ○ Don't know

If yes, please provide details on how
Event will be promoted through Matakana Coast Tourism, Mahurangi Matters, More FM
Orewa, Facebook, posters, flyers and email
Must be no more than 120 words.

How will you publicly acknowledge the local board’s contribution towards this
project? *
Yes, they will be on all posters etc as a major sponsor, also acknowledged at the events and
will be included in the laser light show
Must be no more than 120 words:
E.g. place logo on printed material, invite local board members to your event, signage, advertising
materials etc.

Demographics
To help council and local boards better understand who will benefit from this project, please
indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *
● Yes  ○ No
Long term disability is defined as lasting six months or more and stops people from doing everyday
things other people can do.

Please explain how
Most of the events are held either on the road or in places with wheel chair access
Must be no more than 120 words.

Is your project targeted at people with a long term disability? *
○ Yes  ● No

What proportion of your project is targeted at the following age groups?
If your project is not targeted to any specific age group please enter 100 in the 'All ages'
box.
(Numbers only, “%” symbol is not needed)

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Proportion</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td></td>
</tr>
<tr>
<td>6 - 14 years</td>
<td></td>
</tr>
<tr>
<td>15 - 24 years</td>
<td></td>
</tr>
</tbody>
</table>
### 17/18 Rodney Targeted Events Grants application

**Round: 2017/2018 Rodney - Targeted Events Grant round Three**

**Application TE1816-102 From Mahurangi Winter Festival of Lights**

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>25 - 44 years</td>
<td>100%</td>
</tr>
<tr>
<td>45 - 64 years</td>
<td>100%</td>
</tr>
<tr>
<td>65+ years</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Which ethnic group(s) is your project targeted at? Select any that apply:**

- [ ] New Zealand European
- [x] Other European
- [x] Māori
- [x] Pacific Peoples
- [x] Chinese
- [ ] Korean
- [ ] Indian
- [x] Other Asian
- [ ] Middle Eastern
- [ ] Latin American
- [x] African
- [ ] All/everyone
- [x] Other:

**What proportion of your project is targeted at male/female participants?**

- [ ] Numbers only, % symbol is not needed.

**Percentage of male**

- 100%

**Percentage of female**

- 100%

**All - not targeted at either male/female**

- 100%

**Start date**

- 13/07/2018

**End date**

- 15/07/2018

**Is a Contractor/3rd Party/Producer helping to deliver the event/project?**

- [ ] Yes
- [x] No

**Project Budget / Te tahua**

- *indicates a required field*
What part of the project are you requesting funding for? *
TMP, Advertising, Cost of ice skating rink, extra lights, the Laser Light Show
Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets $5 each, entry fee, entry by donation/koha *

No

Are you GST registered? *
O Yes  X No

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.
Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.
If you or your group are GST registered, please do not include GST in the amounts.
If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

<table>
<thead>
<tr>
<th>Expenditure and description (e.g. Venue Hire: 9 hours @ $20 p/h)</th>
<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Management Plan</td>
<td>$2,500.00</td>
<td>No files have been uploaded</td>
</tr>
<tr>
<td>Ice Skating rink</td>
<td>$5,000.00</td>
<td>No files have been uploaded</td>
</tr>
<tr>
<td>Advertising</td>
<td>$3,500.00</td>
<td>No files have been uploaded</td>
</tr>
<tr>
<td>Laser Light Show</td>
<td>$5,000.00</td>
<td>No files have been uploaded</td>
</tr>
</tbody>
</table>

Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project.
If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration.
Do not include funds requested from this application or applications made to other organisations.

<table>
<thead>
<tr>
<th>Project income (e.g. 1100 tickets @ $20 each, registration 20 people $5.00 each, 35 volunteer hours @ $20 per hour)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

<table>
<thead>
<tr>
<th>Funding organisation or individual</th>
<th>Amount</th>
<th>Pending / approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gull Matakana, Gull Snells Beach</td>
<td>$5,000.00</td>
<td>Pending</td>
</tr>
<tr>
<td>Other sponsorship</td>
<td>$2,500.00</td>
<td>Pending</td>
</tr>
</tbody>
</table>

Funding summary

Confirmed or approved as at the time of filling out this application.

<table>
<thead>
<tr>
<th>Total Expenditure Amount</th>
<th>Total income amount</th>
<th>Total other funding sources</th>
<th>How much are you/your organisation contributing? (Excludes income from ‘Table three’)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$16,000.00</td>
<td>$0.00</td>
<td>$7,500.00</td>
<td>$6,000.00 *</td>
</tr>
</tbody>
</table>

Total of table one: This number/amount is calculated.
Total of table two: This number/amount is calculated.
Total of table three: This number/amount is calculated.

Total Amount Requested *

$10,000.00

What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *

• Yes  ○ No

If only part of your project can be funded, which part would you prefer?

Ice skating rink at a cost of $5000 for the two days, we are looking for other sponsorship but as this is a first time event it is hard to come by, also cost of TMP

Must be no more than 100 words.

Please explain and indicate an amount.

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Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *

Filename: Winter Bank account.msg
File size: 70.0 kB

Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea

Filename: Winter Bank account.msg
File size: 70.0 kB

Please attach a copy of your annual report, including financial statements *

Filename: Rodney Local Board29.docx
File size: 11.9 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *

Filename: Rodney Local Board21.docx
File size: 11.9 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.
No files have been uploaded

Do you have any other information to support your application?
One Workworth are setting up a separate bank account for money to be lodged, acc number 06-9483-0113551-03 this number is being finalised but it will run by KGA Accountants Workworth,
Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.
No files have been uploaded

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Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application
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● Yes  ○ No

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I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *
● Yes  ○ No

I/We confirm that to the best of our/my knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *
● Yes  ○ No

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example
- If you are an Auckland Council employee/local board member or a councillor
- If your organisations committee or board member is an Auckland Council employee/local board member.
- Personal or family relationships that you have
  - with council employees
  - with council contractors
  - organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - e.g. investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:
Must be no more than 100 words
Round: 2017/2018 Rodney - Targeted Events Grant round Three
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- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
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- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

* Accept  ○ Decline

Date:
29/03/2018

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How did you find out about this fund?
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○ Council website  ● Local board member  ○ Radio  ○ Other:
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Important information / Pārongo matua

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Sections of the application form will be greyed out because they are not relevant to your project.

If you have limited computer access, you can book a computer or librarian for one hour in one of Auckland’s libraries. Ensure you take all the required documents saved on a memory stick so you can upload these in your application form.

Contact a grants advisor at NorthWest.Events@aucklandcouncil.govt.nz or phone 09 301 0101 if you need advice on your application. Please note there is no technical support after 5:00pm.

Documents you may need to complete this application form:
- audited accounts, financial statements
- annual report
- minutes or letter from chairperson showing decision to apply
- letters of support
- letter of agreement from school/s if your project is being delivered in a school
- any permits necessary if your project is on public land
- evidence of bank account number (must be one of the following):
  - blank pre printed deposit slip
  - certified bank statement or letter
  - online print screen image (must show bank’s web address (URL))

Contact Details / Whakapā Kaitono

* indicates a required field

Applicant

Organisation/individual name *
Matakana River Tours
Must match the name on the bank account information supplied

Address
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

Physical Address

*  
2/23 Micklejohn Way  
Omaha Auckland 0986  
Must be a New Zealand postcode

Please click [here](#) for the postcode finder website

Is your postal address different from your physical address? *

☐ Yes  ☑ No  
If yes, please complete below

Website

Website address
http://www.matakanarivertours.co.nz

Facebook page

Contact details

Admin contact person *
Phillip Morris

Position held in organisation (if applying as an organisation) *
Owner

Daytime phone number *
(02) 1046 9426

Mobile Phone Number

Email address *
phil@matakanarivertours.co.nz

Project contact person (must be a different person from the admin contact and needs to be a signatory designated for the organisation or group. *)
Phillip Morris

Position held in organisation (if applying as an organisation) *
Owner

Daytime phone number
(02) 1046 9426

Mobile phone number

Email address
phil@matakanarivertours.co.nz

Applicant details

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* indicates a required field

What is the legal status of your organisation/group? *
- Incorporated Society
- Charitable Trust
- Limited Liability Company
- Other: Can include not for profit community group, Māori trusts, e.g. pūtea trust, whenua trust, ahu whenua trust, whenua topu trust and/or kai tātaki trust.

What registration numbers apply to your organisation?
(Please provide all applicable numbers)

New Zealand Companies Office incorporated society number
5890768
Must be a number

Please click here to visit the Societies and Trusts website

Charities NZ Registration

<table>
<thead>
<tr>
<th>New Zealand Charities Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reg Number</td>
</tr>
<tr>
<td>Legal Name</td>
</tr>
<tr>
<td>Other Names</td>
</tr>
<tr>
<td>Reg Status</td>
</tr>
<tr>
<td>Charity's Street Address</td>
</tr>
<tr>
<td>Charity's Postal Address</td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Fax</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Website</td>
</tr>
<tr>
<td>Reg Date</td>
</tr>
</tbody>
</table>

NZ Companies Register
9429042191988
New Zealand Companies Register Information
<table>
<thead>
<tr>
<th>NZBN</th>
<th>9429042191988</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entity Name</td>
<td>MATAKANA RIVER TOURS LIMITED</td>
</tr>
<tr>
<td>Registration Date</td>
<td>8:23am on 19 Feb 2016</td>
</tr>
<tr>
<td>Entity Status</td>
<td>Registered</td>
</tr>
<tr>
<td>Entity Type</td>
<td>NZ Limited Company</td>
</tr>
<tr>
<td>Registered Address</td>
<td>69 Tara Road, Rd 2, Kaiwaka, 0573, NZ</td>
</tr>
<tr>
<td>Physical Address</td>
<td>69 Tara Road, Rd 2, Kaiwaka, 0573, NZ</td>
</tr>
</tbody>
</table>
Organisation objectives / Ngā whainga me te riopota ā tau

What are the primary objectives of your organisation? *
To create a walking Heritage Trail in Matakana for the public to enjoy.
Must be no more than 120 words

What activities or services does your organisation offer to achieve these objectives? *
I will be working with a small team from the Matakana Community Trust to achieve this.
Must be no more than 120 words

Are you affiliated with a nation or regional body? *
〇 Yes  ● No
If yes, you will be required to provide more information

Project Details / Ngā pārongo mahinga

* indicates a required field

Local board priorities

Choose the local board priority your event or activity aligns with: *
☐ Our transport infrastructure keeps pace with the needs of our communities. Our growing
  townships have the same choices for quality public transport as the rest of Auckland.
  Communities have access to walkways, bridleways and cycle ways. Our roads are well
  maintained.
☐ Our communities influence local decision-making. They are empowered and enabled to
  act and take the lead on community projects and in the planning for their areas. Community
  groups and residents partner with the council and others to identify and deliver what is best
  for them.
☐ Our local parks and sports facilities cater to a wide range of sporting and recreational
  interests. They are easily accessible, connecting our towns, villages and growth areas. Our
  parks are enjoyable places to visit and relax or be active in.
☐ Our harbours and the rivers and streams that feed them are healthy and thriving
  natural marine environments. Our storm water and wastewater services are reliable, well
  maintained and environmentally friendly, minimising downstream environmental impacts.
  There is minimal sediment and silt flowing into our waterways from new developments and
  earthworks.
☐ Local facilities that are the heart of our communities. They are well used and cared for by
  the communities that manage them. The diverse range of activities run by our communities
  creates a rich and accessible arts and culture scene.

How will the priorities you have selected be supported by your event or activity? *
Matakana Community Trust is a long standing organisation that has delivered many
  outstanding projects.
After discussion with other locals it was decided to present the idea to the local board
meeting on the 1st March 2018.
The community that attended the meeting and listened to the proposal were very
  supportive of the Heritage Trail and all agreed that this was a great community project.
Members of the group put their hands up to help in the project, with others offering support to help install the plaques and provide history accounts on the sites that will be included in the trail.

A key group has been formed to run the project that include myself and other locals interested in the project.

The community group backs the idea and would like to have progress reports that can be given to the community, to keep everyone informed about the projects progress.

As we will be dealing with the council for a lot of the signage around the trail, due to some of the features being on council land, we will have direct communication between the community groups and the council.

We would like to organise a heritage event, as part of the trail that will showcase the vast history of the area to not only the community but also tourists.

This would engage both the community and the organisers of this project, them being the small team, council and community group to deliver a walking trail that has been designed for the community to enjoy and keep the history of the village alive, in both council land and the private sector.

Must be at least 250 words.

**Project title**
Matakana Heritage Walking Trail
Must be no more than 10 words

**Project location**
15 - 20 Heritage Locations in Matakana Village, Rodney
This means the building name, street address, location of event or venue where the project will happen.

To find what local board area your project is taking place in please visit the local board finder tool.

**Is your project on council owned property/land?**
- Yes  ○ No

**Please describe your project in three to four sentences**
To create a walking trail around the village of Matakana showcasing the history of certain buildings, statues and natural features.
15 - 20 plaques including text and photos describing the feature.
Walking map brochure to be provided in the Information centre and online.
Must be no more than 120 words

**When will your project take place?**

**Start date**  01/05/2018

**End date**  01/12/2018
Round: 2017/2018 Rodney - Targeted Events Grant round Three
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Project plan / Mahere mahinga
Please complete the table below

<table>
<thead>
<tr>
<th>Tasks - what will you do?</th>
<th>By when (date)?</th>
<th>What will you achieve?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Grant application</td>
<td>*March 30th 2018</td>
<td>Funding for project</td>
</tr>
<tr>
<td>Location of Plaques</td>
<td>May 1st 2018</td>
<td>Establish route</td>
</tr>
<tr>
<td>Confirmation from Landowners</td>
<td>June 1st 2018</td>
<td>This will allow plaques to be put in locations wanted</td>
</tr>
<tr>
<td>Construction of Plaques</td>
<td>July 1st</td>
<td>This is the main part of the project and will need a lot of work and the main funding</td>
</tr>
<tr>
<td>Install of Plaques</td>
<td>August 1st</td>
<td>Trail almost complete</td>
</tr>
<tr>
<td>Map, brochures, advertising</td>
<td>Sept 1st</td>
<td>Trail Complete</td>
</tr>
<tr>
<td>Event to open Trail</td>
<td>Nov 1st</td>
<td>Community involvement</td>
</tr>
</tbody>
</table>

Community benefits

How have you established there is a need for this project? *
Matakana is a thriving tourist village. The need to support the history of the village has always been critical on the development.
The community has strong historic roots and this has been shown by David Grants latest Book - "We Gathered Here"
The community group and members have been very supportive
Must be no more than 120 words.

What are the community outcomes of your project? *
1. Walking Trail for all ages and abilities to enjoy
2. Understanding of features, buildings on the trail.
3. Tourism benefits from those walking the trail.
Must be no more than 200 words.
Describe three things you want the project to achieve in terms of benefits for participants and/or others

How will you measure these outcomes? *
1. Activity to do in the heart of Matakana Village.
2. Community benefiting from the trail in terms of a historic learning
3. Businesses benefiting from the individuals walking the trail.
Must be no more than 150 words.
Describe three changes you will see if the expected outcomes of the project occur

How many people are directly involved in the delivery of this project? *
5
e.g. team members

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Round: 2017/2018 Rodney - Targeted Events Grant round Three
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Application TE1816-103 From Matakana River Tours

What is the estimated number of people reached through this project? *
Ongoing, hard to put a number on it

What expertise does your organisation have in delivering similar projects? *
Myself have recently opened Matakana River Tours.
Working closely with the council on this to provide an Historic and educational and fun experience.
Others in the team have there own set of skills:
David Grant - Author of the book "We Gathered here"
Neville - Community Trust board member
Amanda Stewart - Matakana Village and Farmers Market Communications
Must be no more than 120 words.
Must be no more than 120 words

Māori Outcomes

Is your organisation Māori or are you a Māori individual? *
° Yes  ● No

Auckland Council provides funding for Māori and wider organisations to uplift Māori well-being and achieve better outcomes with Māori.

Will your project/activity target Maori or Maori outcomes?
° Yes  ● No
Maori outcomes include Maori events, Maori sculpture and public art or protection of Maori cultural heritage eg waahi tapu. Improving Maori social, economic, and cultural well-being. Uses mātārangi and tikanga Maori and works with mana whenua or Maori organisations to produce shared outcomes.

Smoke-free Auckland

Please tell us how you will promote smoke-free messages with your project
As part of the plaques this could be featured, also on the trail map available at the information centre this will be displayed.
Must be no more than 120 words.

Collaborating organisations or individuals

Will any other organisations or individuals be collaborating with you on this project, including volunteer groups? Please list them and their role.

<table>
<thead>
<tr>
<th>Collaborating organisation/individual</th>
<th>Contribution to project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matakana Community Group</td>
<td>Support</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Acknowledgement and promotion
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

Do you plan to promote/marketing/advertise your project? *
* Yes  o No  o Don't know

If yes, please provide details on how
Once finished an event would like to be run showcasing the trail.
Ongoing advertisement at the visitors centre etc would be ongoing
Must be no more than 120 words.

How will you publicly acknowledge the local board’s contribution towards this project? *
As with similar signage in the Warkworth wharf area, logos will be part of the plaques, and
on the trail map brochures.
e.g. place logo on printed material, invite local board members to your event, signage, advertising
materials etc.

Demographics
To help council and local boards better understand who will benefit from this project, please
indicate below who this is targeted at. This is for internal use only.

Will your project be accessible to people with disabilities? *
* Yes  o No
Long term disability is defined as lasting six months or more and stops people from doing everyday
things other people can do.

Please explain how
The walking trail will be mainly on paved footpaths. One area that is not wheelchair access
can be taken on a different route without missing any plaques.
Easy walking distance with a round trip talking approximately One Hour, however this can
be shortened to the individuals needs.
Must be no more than 120 words.

Is your project targeted at people with a long term disability? *
* Yes  o No

What proportion of your project is targeted at the following age groups?
If your project is not targeted to any specific age group please enter 100 in the 'All ages'
box.
(Numbers only, "%" symbol is not needed)
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 5 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>6 - 14 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>15 - 24 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>25 - 44 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>45 - 64 years</td>
<td>Must be a percentage</td>
</tr>
<tr>
<td>65+ years</td>
<td>Must be a percentage</td>
</tr>
</tbody>
</table>

All ages
Must be a percentage

Which ethnic group(s) is your project targeted at? Select any that apply: *
- New Zealand European
- Other European
- Māori
- Pacific Peoples
- Chinese
- Korean
- Indian
- Other Asian
- Middle Eastern
- Latin American
- African
- All/everyone
- Other:

What proportion of your project is targeted at male/female participants?
If your project is not targeted to either gender group please enter 100 in the ‘All’ box.
(numbers only, "%" symbol is not needed)

Percentage of male
Must be a number.

Percentage of female
Must be a number.

All - not targeted at either male/female
100
Must be a number.

Rain date
Start date
End date

Is a Contractor/3rd Party/Producer helping to deliver the event/project?
- Yes
- No

Project Budget / Te tahua
* indicates a required field
Round: 2017/2018 Rodney - Targeted Events Grant round Three 17/18 Rodney Targeted Events Grants application Application TE1816-103 From Matakana River Tours

What part of the project are you requesting funding for? *
We are requesting funding for the Plaques and the event to open the trail
Must be no more than 100 words

Is there a cost of participation for this project? If so please state what the type of cost is, and how much it is i.e. tickets $5 each, entry fee, entry by donation/koha *
No cost to the public walking the trail.

Are you GST registered? *
☐ Yes  ☐ No

Table one: expenses/costs for the project

Please provide itemised costs of the project. Refer to the application guide for examples of what to include.
Please attach a quote or evidence such as screenshots of items or past invoices for a similar activity for each listed item over $150.
If you or your group are GST registered, please do not include GST in the amounts.
If you or your group are not GST registered, please do include GST (were applicable) in the amounts.

<table>
<thead>
<tr>
<th>Expenditure and description (e.g. Venue Hire: 9 hours @ $20 p/h)</th>
<th>Total cost of item</th>
<th>Attach quote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plaques at $500.00 each</td>
<td>$10,000.00</td>
<td>No files have been uploaded</td>
</tr>
<tr>
<td>Initial Trail Brochures, advertising</td>
<td>$2,000.00</td>
<td>No files have been uploaded</td>
</tr>
</tbody>
</table>

Table two: project income / Pūtea tautoko mai roto

This section tells us about any income you estimate that you may get for your project.
If your organisation charges participants to attend your project/event, how much do you charge the participants? e.g. membership, ticket sales, sale of artwork, donations, sponsorship, other fundraising etc. This also includes adult entry fee and programme registration.
Do not include funds requested from this application or applications made to other organisations.

<table>
<thead>
<tr>
<th>Project income (e.g. 1100 tickets @ $20 each, registration 20 people $5.00 each, 35 volunteer hours @ $20 per hour)</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income would be to the business in the region from people coming to walk the trail.</td>
<td></td>
</tr>
</tbody>
</table>

Page 10 of 14
Rounding: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

Donations from people walking the trail - per annum | $2,000.00
---|---
Please separate each cost out e.g. ticket sales - one line and then art sales on the next

Table three: other funding sources for the project/activity / Pūtea tautoko mai waho

This section tells us about any other funding that you hope to receive for this project/activity, e.g. contestable funding from Foundation North, Department of Internal Affairs, Central Government contracts. Please include applications made to other local boards.

<table>
<thead>
<tr>
<th>Funding organisation or individual</th>
<th>Amount</th>
<th>Pending / approved</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

Funding summary

Confirmed or approved as at the time of filling out this application.

<table>
<thead>
<tr>
<th>Total Expenditure Amount</th>
<th>Total income amount</th>
<th>Total other funding sources</th>
<th>How much are you/your organisation contributing? (Excludes income from Table three)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$12,000.00</td>
<td>$2,000.00</td>
<td>$0.00</td>
<td>$0.00 *</td>
</tr>
</tbody>
</table>

Total of table one
This number/amount is calculated.

Total of table two
This number/amount is calculated.

Total of table three
This number/amount is calculated.

Must be a dollar amount e.g. $1,227.81

Total Amount Requested *
$12,000.00
What is the total financial support you are requesting in this application?

If the local board(s) is unable to fund the full amount you request, would a smaller grant still be of assistance? *
* Yes  ○ No

If only part of your project can be funded, which part would you prefer?
Plaques
Must be no more than 100 words.
Please explain and indicate an amount.

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Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

Supporting documentation

* indicates a required field

Financial attachments

Please attach proof of bank account details / Pēke tiaki pūtea *
Filename: SUPPORTING DOCUMENTS5.doc
File size: 21.5 kB
Applicant name must match the name on the bank account information supplied

Please attach proof of bank account details for the umbrella organisation / Pēke tiaki pūtea
No files have been uploaded

Please attach a copy of your annual report, including financial statements *
Filename: SUPPORTING DOCUMENTS5.doc
File size: 21.5 kB

Please upload minutes from your organisation or a letter from an officeholder authorising your application *
Filename: MCG Meeting March 1st 2018 minutes.docx
File size: 17.3 kB

Supporting project documentation

Attach any supporting documents you feel might help us understand your project.
No files have been uploaded

Do you have any other information to support your application?
Must be no more than 100 words

If you are working with schools or early childhood education providers you must attach a letter of acceptance/agreement from each provider.
No files have been uploaded

Please upload your council lease agreement if you are undertaking building works or maintenance.
No files have been uploaded

Declaration and privacy

* indicates a required field
Round: 2017/2018 Rodney - Targeted Events Grant round Three
17/18 Rodney Targeted Events Grants application
Application TE1816-103 From Matakana River Tours

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *
• Yes ☐ No ☐

I/We confirm that any funds granted will only be used for the activity described in this application *
• Yes ☐ No ☐

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *
• Yes ☐ No ☐

I/We confirm that to the best of our/my knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *
• Yes ☐ No ☐

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.
A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.
For example
• If you are an Auckland Council employee/local board member or a councillor
• If your organisations committee or board member is an Auckland Council employee/local board member.
• Personal or family relationships that you have
  • with council employees
  • with council contractors
  • organisations or persons that you will procure services from with the grant monies
• Financial relationships
  • e.g. investments that you have in entities that you will procure services from with the grant monies
• Employment relationships or membership of clubs
  • e.g. you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

If you have answered no to any of the above, please provide details below:
Must be no more than 100 words

• I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
• I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material
• I/We understand that I/we have the right to have access to this information
• I/we undertake that I/we have obtained the consent of all people involved to provide these details.

*  
○ Accept  ○ Decline

**Date:**
27/03/2018

When your application is submitted you will receive an automatic confirmation email that the application has been received from Smartygrants. If you do not receive an email confirmation, please check to see if the email has been treated as "spam".

If you need assistance please contact the Community Grants Advisor at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101.

**How did you find out about this fund?**

○ Applied previously  ○ Council staff member  ○ Poster/flyer  ○ Word-of-mouth

○ Council website  ○ Local board member  ○ Radio  ○ Other:

○ Council mail-out  ○ Local newspaper  ○ Social media

**Privacy**

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.
2017/2018 Events - Rodney
17/18 Non-contestable events
Application NCE1816-006 From Te Kura Kaupapa Māori o Ngāiringaomata

Welcome / He mihi

Congratulations on being awarded a local board grant for your event! Events funded by local boards must support the board’s priorities in their Local Board Plan and demonstrate effective use of ratepayer funds.

Branding
- It’s important you include the local board’s logo in promotional material. See the Brand Identity Guidelines around logo use (a copy of these guidelines and the logo will be emailed to you with your funding agreement). If you’re unsure, email your local board office to check if you’re on the right track.

Promotional support
- Council has a number of channels where your event can be promoted free of charge. A list will be emailed to you with your funding agreement.
- Providing full details of the event to the local board is important so they can support the event and spread the word locally.
- Start by visiting ourauckland.aucklandcouncil.govt.nz/events and filling out a simple form to have your event listed on the Our Auckland website.

Contact us at communityfunding@aucklandcouncil.govt.nz or phone 09 301 0101 if you need assistance with completing this form.

Contact Details / Whakapā Kaitono

* indicates a required field

Organisation contact details

Organisation *
Te Kura Kaupapa Māori o Ngāiringaomataki

Organisation Office Address *
34 Oruawharo School Road
Oruawharo Kaipara 0975
Must be a New Zealand post code

Organisation Postal Address
Must be a New Zealand post code

Organisations website
http://www.ngaringaomatariki.school.nz/

Organisations Facebook page
https://www.facebook.com/groups/865484073627291/?ref=br_rs

Charities NZ Registration (CRN)

New Zealand Charities Register Information

Page 1 of 5
2017/2018 Events - Rodney
17/18 Non-contestable events
Application NCE1816-006 From Te Kura Kaupapa Māori o Ngāringaomata

Reg Number
Legal Name
Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly

NZ Companies Register (NBR)

<table>
<thead>
<tr>
<th>New Zealand Companies Register Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZBN</td>
</tr>
<tr>
<td>Entity Name</td>
</tr>
<tr>
<td>Registration Date</td>
</tr>
<tr>
<td>Entity Status</td>
</tr>
<tr>
<td>Entity Type</td>
</tr>
<tr>
<td>Registered Address</td>
</tr>
<tr>
<td>Physical Address</td>
</tr>
</tbody>
</table>

Must be formatted correctly

New Zealand Companies Office incorporated society number

Must be a number

Primary contact persons details

* Mr Reno Skipper

Position held in organisation
Principal

Office phone number *
094259017

Mobile phone number *
021713506

Primary email address *
matuareno@gmail.com
### 2017/2018 Events - Rodney
### 17/18 Non-contestable events
### Application NCE1816-006 From Te Kura Kaupapa Māori o Ngāringaomata

#### Event information

* indicates a required field

**Local board grant details**

| Amount granted by the local board * | $18,000.00 | Local board resolution number * | NCE1816-006 |

**Event details**

- **Event title**: Ngā ringa o matariki
- **Event venue**: Rodney College

<table>
<thead>
<tr>
<th>Start date *</th>
<th>30/06/2018</th>
<th>End date *</th>
<th>07/07/2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be a date</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event start time *</th>
<th>9am</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Estimated total attendance</th>
<th>3000</th>
<th>Estimated exhibitors participants</th>
<th>1000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be a number</td>
<td></td>
<td>Must be a number</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total estimated running cost *</th>
<th>$21,200.00</th>
<th>Upload current event budget including full income and expenditure *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must be a dollar amount</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Filename: Matariki budget 18.xlsx
File size: 9.8 kB

Please tick which of the following is attached *

- Pre printed bank deposit slip
- Certified bank details

Certified means bank account number verified by bank staff with bank stamp and tellers signature

Upload bank document *

Filename: Nga ringa o Matariki.pdf
File size: 95.1 kB
2017/2018 Events - Rodney
17/18 Non-contestable events
Application NCE1816-006 From Te Kura Kaupapa Māori o Ngāringaomata

GST registered *  ○ Yes  ○ No  IRD Donee status *
○ Yes  ○ No

if GST registered
number is required

GST number
105917058
Must be a number

Declaration and Privacy

* indicates a required field

Declaration

Note: Auckland Council reserves the right to subsequently decline an application or request a refund of a grant if any of the above information is found to be incorrect.

I/We certify that to the best of our/my knowledge the information contained in this application is correct *
○ Yes  ○ No

I/We confirm that any funds granted will only be used for the activity described in this application *
○ Yes  ○ No

I/We confirm that I/we will submit to the local board an accountability report and supporting paid invoices and receipts (GST exclusive) that applies to GST registered groups, within 60 days of the completion of my/our activity *
○ Yes  ○ No

For the following question please read this first:

For guidance on whether you have a perceived, potential or actual conflict as a result of applying for and using grant funding you should consider the following matters - if in doubt you should declare the conflict.

A conflict of interest could arise where you (the applicant) have a responsibility as a result of receiving council grant monies. This could affect another responsibility, duty or relationship you may also have.

For example:

• If you are an Auckland Council employee/local board member or a member
• If your organisations committee or board member is an Auckland Council employee/local board member.
• Personal or family relationships that you have
  • with council employees

Page 4 of 5
2017/2018 Events - Rodney
17/18 Non-contestable events
Application NCE1816-006 From Te Kura Kaupapa Māori o Ngāringaomata

- with council contractors
- organisations or persons that you will procure services from with the grant monies
- Financial relationships
  - eg investments that you have in entities that you will procure services from with the grant monies
- Employment relationships or membership of clubs
  - eg you intend to procure services with the grant monies from your employer or a club you are a member of - who will benefit financially from the arrangement.

I/We confirm that to the best of our/my knowledge I/we have no perceived, potential or actual conflict of interest in applying for or using any grant funding *
- Yes  ○ No

If you have answered 'No' to any of the four declarations questions above, please provide details below:

- I/We understand that Auckland Council is bound by the Local Government Official Information and Meetings Act 1987
- I/We understand that my/our name and brief details about the project may be released to the media or appear in publicity material.
- I/We understand that I/we have the right to have access to this information
- I/We undertake that I/we have obtained the consent of all people involved to provide these details.

  ○ Accept  ○ Decline
  
  *
  05/03/1918
  Must be a date

Privacy

Any personal information that you provide in this form will be held and protected by Auckland Council in accordance with our privacy policy (available at www.aucklandcouncil.govt.nz/privacy and at our libraries and service centres) and with the Privacy Act 1993. Our privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.
Matariki marks the start of the Māori New Year in which the Pleiades constellation is visible from Aotearoa. It is a time of remembrance and celebration. In contemporary times, Matariki is used to highlight and acknowledge the importance of Māori culture and its significance in our unique identity as New Zealanders.

In conjunction with local hapū in the Wellsford area we have been approached to hold a Matariki celebration on Saturday 30th June at Rodney College. A kapahaka festival in which over 20 local schools have been invited to perform will take place. A mentoring course in which Rodney College students will help to organise the event will also be utilised in a bid to ensure the practice of tuakana-teina is fulfilled.

There will also be a range of other activities that highlight kaupapa Māori. A mau rākau group will be performing and demonstrating the art of hand to hand combat and its application in the 21st century. Māori language pods will be scattered throughout the location so that attendees can access help with te reo Māori that applies to their needs, as we know that a one size fits all doesn’t work.

A Toi Māori or Art competition that is centred on turangawaewae is scheduled with 3 categories: tamariki nohinohi 0-4 tamariki 5-10 rangatahi 11-18 ruha 19+ and a local school will be exhibiting their whakairo and kowhaiwhai art work.

A desire to increase the hauora of whānau will be addressed in the school gymnasium where the Cameron Basketball Academy will run different drills and Te Hā Oranga, the Ngāti Whātua Health Service will do health checks and help people make realistic goals towards better health. An inter-high school basketball competition will cap off the day there.

Stalls will be available to local groups who want to promote educational and health organisations. Kai will also be available to sell by community groups who are raising funds.

So that the perception that Matariki is not a stand-alone, single event we propose that there are a range of activities that continue after the concert has finished. Local history talks presented by different key speakers will take place at the library. Matariki pūrākau narratives at the Wellsford library will also occur.

A Matariki ngahau held at the Wellsford Community Hall in which Māori singers take centre stage at an alcohol and drug free event that is whānau appropriate.

The last event is a planting day at Atiu Creek. Local schools have been invited to participate in this kaupapa.

Ngā mihi o te wā ki a koutou,

Reno Skipper (Principal TKKM o Ngāringaomatariki and co-organiser of Wellsford Matariki)
Rodney Local Board – Targeted Events Grants 2017/2018

Guidelines for Applicants

The Rodney Local Board recognises the vital role that community groups and organisations play in developing strong, sustainable communities. The board want to build the capacity of community groups and organisations developing and running events and to encourage efforts that give effect to the priorities in the local board plan.

The targeted events grants are aimed at assisting new events and ideas to get off the ground by providing initial seed funding with a view to groups and organisations establishing sustainable funding sources within 2-3 years. Event activities must take place within the local board boundaries.

The local board would like to see applicants demonstrate that they are working collaboratively with other community groups with shared interests. In additional groups that have matched funding available to them, or have obtained alternative funding partnerships, may be prioritised over other applications. It is important for groups and organisations to demonstrate their ability to become sustainable and deliver good community outcomes.

Outcomes

The targeted events grant programme is aimed towards supporting the outcomes of the Rodney Local Board Plan 2017. The outcomes are:

- We can get around easily and safely (page 11-12)
- Our communities are influential and empowered (pages 13-14)
- Parks and sports facilities that everyone can enjoy (pages 15-16)
- Our harbours, waterways and environment are cared for, protected and healthy (pages 17-18)
- Arts and culture is vibrant and strong (pages 19-20)

Community empowerment – what does this mean?

<p>| 1. The event will be initiated and led by local residents | • It is something that local residents want to do or is the idea coming from social service providers or similar organisations and adaptable to the local board area? |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>The event will build the ability of local people to do things for themselves</td>
</tr>
<tr>
<td></td>
<td>• Does it encourage people to take on projects themselves and learn new skills?</td>
</tr>
<tr>
<td>3.</td>
<td>There will be wide community involvement and benefit</td>
</tr>
<tr>
<td></td>
<td>• Does it share leadership and control with other residents/groups in the community?</td>
</tr>
<tr>
<td></td>
<td>• Does it provide opportunities for a diverse range of residents to contribute and be involved?</td>
</tr>
<tr>
<td></td>
<td>• Does it provide learning and development opportunities for local youth?</td>
</tr>
<tr>
<td>4.</td>
<td>It will increase the sense of community.</td>
</tr>
<tr>
<td></td>
<td>• Are there new opportunities for local people to connect with each other?</td>
</tr>
<tr>
<td></td>
<td>• Does it build local community pride?</td>
</tr>
<tr>
<td></td>
<td>• Does the event bring together the towns and villages of the local board area?</td>
</tr>
<tr>
<td></td>
<td>• Does the event support the local board’s commitment to strengthening relationships with local iwi and providing opportunities for the development and growth of business opportunities?</td>
</tr>
</tbody>
</table>

If you would like to view a copy of the Rodney Local Board please see [www.aucklandcouncil.govt.nz](http://www.aucklandcouncil.govt.nz) and enter Rodney Local Board Plan into the search field.

**Priorities for Grants**

The Rodney Local Board welcomes applications that align with one of more of the following local board plan priorities. You need to include information in your application to explain which priorities are relevant to your application and how the priorities will be supported by your event or activity.

- Our transport infrastructure keeps pace with the needs of our communities. Our growing townships have the same choices for quality public transport as the rest of Auckland. Communities have access to walkways, bridleways and cycleways. Our roads are well maintained.
- Our communities influence local decision-making. They are empowered and able to act and take the lead on community projects and in the planning for their areas. Community groups and residents partner with the council and others to identify and deliver what is best for them.
- Our local parks and sports facilities cater to a wide range of sporting and recreational interests. They are easily accessible, connecting our towns, villages and growth areas. Our parts are enjoyable places to visit and relax or be active in.
- Our harbours and rivers and streams that feed them are healthy and thriving natural marine environments. Our stormwater and wastewater services are reliable, well maintained and environmentally friendly, minimising downstream environmental impacts. There is minimal sediment and silt flowing into our waterways from new developments and earthworks.
- Local facilities that are the heart of our communities. They are well used and cared for by communities that manage them. The diverse range of activities run by our communities create a rich and accessible arts and culture scene.

**Young People**

The Rodney Local Board is committed to increasing engagement and participation from young people. They want more young people to have a say in decisions that affect them and they would like to see more young people involved in community activities. The local board encourages funding applications that are designed and delivered by young people.

**Limitations**

Applicants must provide information on any other funding they have applied for, which other funding mechanisms are to be used and identify how they will utilise their own funding or in-kind contributions to support the event.

Funding available is limited and priority will be given to applications for new event concepts and events that can demonstrate collaboration with other groups and organisations or events which develop youth capabilities.

**Generally, the following proposals will not qualify or be considered for financial support:**

- Activities that do not relate to the local board outcomes
- Applications for events outside of the local board area
- Commercial business enterprises – unless there is a community fundraising benefit which can be proven
- Commitment to ongoing funding or financial support
- Applications to subsidise rentals, reduce debt loadings or the payment of rates
- Applications for the purpose or subsidy of alcohol or costs associated with staging after-match functions
Lower Priorities
The Rodney Local Board has identified the following activities as lower priorities:
- Salaries
- Travel
- Catering
- Ticketed events (where participants pay to enter)

Investment approach
The Rodney Local Board has allocated budget to support the targeted events programme as follows:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Minimum amount per grant</th>
<th>Maximum amount per grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30,000</td>
<td>$2,000</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

Application dates
$12,000 of this fund has already been allocated in the 2017/18 financial year, leaving $18,000 to be allocated through the following funding rounds:

<table>
<thead>
<tr>
<th>Funding Round</th>
<th>Opens</th>
<th>Closes</th>
<th>Decision Made</th>
</tr>
</thead>
<tbody>
<tr>
<td>Round Two</td>
<td>1 November 2017</td>
<td>20 November 2017</td>
<td>December 2017</td>
</tr>
<tr>
<td>Round Three</td>
<td>1 February 2016</td>
<td>20 February 2018</td>
<td>March 2016</td>
</tr>
</tbody>
</table>

Accountability measures
The Rodney Local Board requires that all successful applicants meet the following accountability measures:

- Completion of the online accountability form within 3 months from the conclusion of their event, that information to include:
  - How the objectives of the grant were met
• How the local board was acknowledged in all related advertising, media and communications
• Event income and expenditure budget
• Photographs (maximum of 6) which graphically depict the event.

Now new applications will be considered from the grant recipient unless the grant recipient has completed all accountability measures from any previous grants received from either the Rodney Local Board or Auckland Council.
Deputation/Public Forum Update

File No.: CP2018/06496

Purpose
1. As part of its business meetings Rodney Local Board Parks and Recreation Committee has a period of time set aside for Deputations/Presentations and Public Forum during which time members of the public can address the local board on matters within its delegated authority.

Executive Summary
2. Under Standing Orders there is provision for Deputations/Presentations to the local board. Applications for Deputations/Presentations must be in writing setting forth the subject and be received by the Relationship Manager at least seven working days before the meeting concerned, and subsequently have been approved by the Chairperson. Unless the meeting determines otherwise in any particular case, a limit of ten minutes is placed on the speaker making the presentation.

3. Standing Orders allows three minutes for speakers in Public Forum.

4. Requests, matters arising and actions from the Deputations/Presentations and Public Forum are recorded and updated accordingly. The Rodney Local Board Deputations/Presentations and Public Forum Update is attached as Attachment A.

Recommendation/s
That the Rodney Local Board Parks and Recreation Committee:

a) note the Deputation/Public Forum Update.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1</td>
<td>Deputation/Public Forum Update</td>
<td>199</td>
</tr>
</tbody>
</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Raewyn Morrison - Local Board Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
<tr>
<td>Presenter</td>
<td>Purpose/Issue</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Harbour Sport – Toni-Maree Carnie</td>
<td>Toni-Maree Carnie, Chief Executive of Harbour Sport was in attendance to give an update of Harbour Sport activities in the local board area within the last six months.</td>
</tr>
</tbody>
</table>
Rodney Local Board Parks and Recreation Committee Workshop Records

File No.: CP2018/07232

Purpose
1. Attached are the Rodney Local Board’s Parks and Recreation Committee workshop records for Thursday, 8 March and Thursday, 12 April 2018.

Executive Summary
2. The Rodney Local Board and its committees (Parks and Recreation, and Transport, Infrastructure and Environment) hold regular workshops.
3. Attached for information are the records of the most recent workshop meeting of the Rodney Parks and Recreation Committee.

Recommendation/s
That the Rodney Local Board Parks and Recreation Committee:

a) note the workshop records for Thursday, 8 March and Thursday, 12 April 2018.

Attachments

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A0</td>
<td>Workshop Record 8 March 2018</td>
<td>203</td>
</tr>
<tr>
<td>B0</td>
<td>Workshop Record 12 April 2018</td>
<td>207</td>
</tr>
</tbody>
</table>

Signatories

<table>
<thead>
<tr>
<th>Authors</th>
<th>Raewyn Morrison - Local Board Democracy Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Lesley Jenkins - Relationship Manager</td>
</tr>
</tbody>
</table>
Rodney Local Board Parks and Recreation Committee Workshop Record

Workshop record of the Rodney Local Board Transport, Infrastructure and Environment Committee meeting held in the Council Chamber, Orewa Service Centre, 50 Centreway Road, Orewa on Thursday, 8 March 2018, commencing at 1.00pm

**PRESENT**

Chairperson: Brent Bailey  
Members: Beth Houlbrooke  
Louise Johnson  
Pheian Pirrie  
Allison Roe  
Colin Smith  
Brenda Steele (until 5.30pm)

Apologies: Members Berger and Brewer

Also present: Lesley Jenkins (Relationship Manager), Kathryn Martin (Senior Local Board Advisor), Jonathan Hope (Local Board Advisor), Raewyn Morrison (Democracy Advisor)

<table>
<thead>
<tr>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson’s welcome and apologies</td>
<td></td>
<td>The Chairperson opened the workshop. There were apologies from Members Berger and Brewer.</td>
</tr>
<tr>
<td><strong>Admin Time</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kathryn Martin (Senior Local Board Advisor)</td>
<td>Keeping informed</td>
<td>The Senior Local Board Advisor sought direction from the local board on a variety of matters. The Senior Local Board Advisor also sought feedback on the Have Your Say event at Helensville on 7 March 2018.</td>
</tr>
<tr>
<td>Workshop Item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
</tr>
<tr>
<td>---------------</td>
<td>----------------</td>
<td>------------------------</td>
</tr>
<tr>
<td><strong>North West Community Provision Investigation</strong></td>
<td>Keeping informed</td>
<td>Ms Butler gave a presentation on the North-west community provision investigation. The investigation is in the early stages in identifying future community facility needs such as community, sport and swimming facilities. The study is taking into account growth projections.</td>
</tr>
<tr>
<td><strong>Community Empowerment Unit</strong></td>
<td>Keeping informed</td>
<td>Ms Dodds and Ms Fotheringham sought feedback from the local board on improvements in the Warkworth town centre. Ms Dodds and Ms Fotheringham gave an update on work at the Huapai Hub and also sought feedback on proposed work at Helensville in conjunction with North West Country Inc.</td>
</tr>
<tr>
<td><strong>Parks, Sports and Recreations Work Programme</strong></td>
<td>Keeping informed</td>
<td>Ms Walker and representatives from Parks, Sports and Recreation gave the local board an update on a variety of projects including playground enhancements at Huapai and Riverhead, a memorial tree planting at Matheson Bay, Warkworth Showgrounds multi-sport building, the proposed swimming pool for Warkworth by Northern Arena and the proposed indoor court facility for Huapai.</td>
</tr>
</tbody>
</table>

**Attachment A**

**Item 16**
<table>
<thead>
<tr>
<th>Events including ANZAC and targeted events</th>
<th>Local initiative/preparing for specific decisions</th>
<th>Representatives from the Events team sought feedback from the local board members on ANZAC Day arrangements and attendance. The representatives also discussed the targeted events fund.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Genieve Abrahams (Events Organiser – Civic)</td>
<td>Keeping informed</td>
<td>Representatives from the Community Facilities team were in attendance to discuss a range of items in regard to Community Facilities. Items discussed included:</td>
</tr>
<tr>
<td>Chade Julie (Team Leader Event Facilitation North West)</td>
<td></td>
<td>• Leases to Manuhiri Katiaki Charitable Trust, and North Harbour Pony Club</td>
</tr>
<tr>
<td>Anneza Kingston (Events Facilitator)</td>
<td></td>
<td>• The Community Facilities Monthly Update</td>
</tr>
<tr>
<td>Community Facilities Update</td>
<td></td>
<td>• Helensville Sea Wall Renewal</td>
</tr>
<tr>
<td>Susan Quinn (Stakeholder Advisor)</td>
<td></td>
<td>• Greenways</td>
</tr>
<tr>
<td>Mike Feather (Manager Project Delivery)</td>
<td></td>
<td>• Operational Matters; sand replenishment, Tomarata toilets, mowing contracts.</td>
</tr>
<tr>
<td>Karen Walby (Community Lease Advisor)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Janny Thompson (Senior Maintenance Delivery Coordinator)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sandra May (Renewals Coordinator)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Cranfield (Area Manager Operation Management and Operations)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indu Shrestha (Senior Project Manager)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stephen Collett (Manager Growth Developments)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The workshop concluded at 6.00pm.
Rodney Local Board Parks and Recreation Committee
Workshop Record

Workshop record of the Rodney Local Board Transport, Infrastructure and Environment Committee meeting held in the Council Chamber, Orewa Service Centre, 50 Centreway Road, Orewa on Thursday, 12 April 2018, commencing at 1.00pm

PRESENCE
Chairperson: Brent Bailey
Members: Tessa Berger
Cameron Brewer
Beth Houlbrooke
Louise Johnson
Allison Roe
Colin Smith
Brenda Steele (until 5.40pm)

Apologies: Member Pirrie
Also present: Leslay Jonkins (Relationship Manager), Kathryn Martin (Senior Local Board Advisor), Jonathan Hope (Local Board Advisor), Raewyn Morrison (Democracy Advisor)

<table>
<thead>
<tr>
<th>Workshop item</th>
<th>Governance role</th>
<th>Summary of Discussions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson’s welcome and</td>
<td></td>
<td>The Chairperson opened the workshop. There were apologies from Member Pirrie.</td>
</tr>
<tr>
<td>apologies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Admin Time</td>
<td>Keeping informed</td>
<td>The Senior Local Board Advisor sought direction from the local board on a variety of</td>
</tr>
<tr>
<td>Kathryn Martin</td>
<td></td>
<td>matters.</td>
</tr>
<tr>
<td>(Senior Local Board Advisor)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Workshop item</td>
<td>Governance role</td>
<td>Summary of Discussions</td>
</tr>
<tr>
<td>Sports Facilities</td>
<td>Keeping informed</td>
<td>Ms Chu and Ms Woodward discussed the work undertaken on the Sport Facilities Investment</td>
</tr>
<tr>
<td>Investment Plan</td>
<td></td>
<td>Plan, a strategic document for Auckland. The officers sought feedback on a variety of</td>
</tr>
<tr>
<td>Ruth Woodward</td>
<td></td>
<td>options regarding supporting future investment. A report will be on a future business</td>
</tr>
<tr>
<td>(Policy Manager, Parks and</td>
<td></td>
<td>meeting regarding the draft plan.</td>
</tr>
<tr>
<td>Recreation Policy)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nancy Chu (Principal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Policy Analyst)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Rodney Local Board Parks and Recreation Committee Workshop Records  Page 207
## 16. Freedom Camping

**Nadine Hopkins**  
(Policy Analyst)

**Jillian Roe**  
(Principal Sports Advisor)

- **Keeping informed**
- Ms Hopkins and Ms Roe providing an overview of the review findings on Freedom Camping.

## 17. Outdoor Sports Facilities

**Grant Jennings**  
(Principal Sports Advisor)

- **Keeping informed**
- Mr Jennings discussed research into supply and need for sporting codes in summer and winter. The study indicated that the local board has insufficient field capacity to meet community needs to 2028 and that there was a substantial shortfall in lit capacity mainly for football in Kumeu and some rugby in Helensville.

## 18. Community Facilities Update

**Susan Quinn**  
(Stakeholder Advisor)

**Oliver Kunzendorff**  
(Manager Project Delivery)

**Mike Feather**  
(Senior Maintenance Delivery Coordinator)

**Brian Maney**  
(Senior Project Manager)

**Sandra May**  
(Renewals Coordinator)

**George McMahon**  
(Land Use Advisor)

**Helen Biffin**  
(Senior Maintenance Delivery Coordinator)

**Janny Thompson**  
(Senior Maintenance Delivery Coordinator)

- **Keeping informed**
- Representatives from the Community Facilities team were in attendance to discuss a range of items in regard to their department. Items discussed included:
  - Martins Bay Landowner Approval
  - Big Omaha public toilets
  - Helensville Arts Centre
  - Snells Beach toilet
  - Operations and Maintenance Update
<table>
<thead>
<tr>
<th>Parks, Sport and Recreation – Active Sport and Recreation Update: Wellsford District Sport and Recreation Plan, and Huapai Domain Feasibility Study</th>
<th>Keeping informed</th>
<th>Mr Harris presented the Wellsford District Sport and Recreation Plan and Huapai Domain Feasibility Study and sought feedback from the local board members on promotion of the plans to stakeholders and community engagement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nick Harris (Sport and Recreation Lead)</td>
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<tr>
<td>Venue Hire: Warkworth Town Hall Restoration Trust; next steps re the Memorandum of Understanding</td>
<td>Provide direction on preferred approach.</td>
<td>Ms Heaven sought direction on whether or not to renew the Memorandum of Understanding with the Warkworth Town Hall Restoration Trust. A full report of the options will be the subject of a future report.</td>
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<tr>
<td>Jo Heaven (Rural Halls Advisor)</td>
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The workshop concluded at 6.00pm.