

**Appendix 3**

**Organisation Details:** All details on this form must be completed or your application cannot be processed.

Organisation Name: CRICKET WELLINGTON INC.  
Postal Address: PO Box 578, WELLINGTON 6140  
Street Address (if different from above): BRIERLEY PAVILION, BASIN RESERVE, RUGBY STREET  
Contact Person's Name: PETER CLINTON Contact Person's Role: DEVELOPMENT MANAGER  
Telephone No/s: 8012852 / (02) 409869 Email: p.clinton@firebirds.co.nz  
Alternative Contact Person: CAVIN LARSEN Role: CEO  
Telephone No/s: 8012856 / (02) 409860 Email: savin.larsen@firebirds.co.nz  
Are you registered for GST? Yes  No  GST number if registered: 14 1 246 1 231  
Bank Account No: 06-0411-0012743-00  
Legal Status:  Trust  Inc. Society  Ltd  \* Other \_\_\_\_\_  
\* If "Other", nominate an umbrella organisation and include their letter of confirmation.  
Are you affiliated to a regional or national organisation? Yes  No  (If yes, please **attach** a letter of endorsement)  
How long has your organisation been operating? < 1 year  1 - 5 years  > 5 years

**Project Details:** Give a one sentence summary of your project – to be explained more fully in your application:

PROJECT IS AN ASSESSMENT OF THE AFFILIATION FEES STRUCTURE OF CW, AND IN PARTICULAR THE CONNECTION WITH LOCAL WEE GROUND FEES  
Start Date: 01 / 06 / 09 Finish Date: 30 / 09 / 09  
Where will your project take place? (venue / suburb): CENTRED AT BASIN RESERVE / CONTRACTOR - CONSULTATION CITY-WIDE  
Is the project aiming to involve a particular cultural or ethnic group? If so, is it:  
 General Community  Maori  Pacific Island  Other specific group: \_\_\_\_\_  
Does your project target a particular age group?  Under 25  Over 60  General

Total Project Cost: \$ 10,500 Other Income / Your Contribution: \$ 2,500  
Grant Amount Requested: \$ 7,500 (This should relate to the budget attached.)

**Checklist – attachments required** (see application guide for more details of what is required):

- Project description (use template provided)
  - Project budget – include written quotes for budgeted costs where possible
  - A copy of your most recent audited accounts or other evidence of your organisation's financial situation. (See guide.)
  - A printed (encoded) bank deposit slip for us to use if your application is successful. (Hand written forms are not acceptable.)
  - Letter of support from a regional/national affiliated organisation if applicable, or an established group associated with the project - TO BE SUPPLIED
  - Strategic/Business Plan (if available)
- \_\_\_\_\_ Please refer Annual Report

**Declaration:** I declare that in making this application I am authorised to act on behalf of the organisation named above. I declare that the information supplied here and in the attached application is correct, and consent to the information contained in our application being made available to the public. This consent is given in accordance with the Privacy Act 1993.

Name: PETER CLINTON  
Signed: P. Clinton Dated: 31-3-09

# Sports Development Grants Project Description Template

## All grant applicants should complete this template.

- Fill in the **2 page application form** by hand, and attach it to this document
- Check the **application guide** for instructions on how to use this template.
- Sections marked with an asterisk \* do not need to be completed by all applicants.
- Please aim to keep this document within six pages.

## PLEASE DO NOT print this document, then hand-write answers onto it.

If you are not able to use this electronic version, then attach your own project description using the same headings. A list of the headings and questions can be provided by the grants team.

### 1. Organisation Background

Give a brief description of your organisation including the following:

- How long have you been in existence?
- How many members do you have?
- How many committee members do you have?
- If your club has a regional membership, indicated the percentage of members from the Wellington rate paying area.
- Include a table showing details of teams – numbers playing, junior/senior, grade competed in

### Background

Wellington Cricket in Wellington has a long and proud record. It was one of the first sports in the city and its origins go back to 1840.

The Wellington Cricketers' Association, the forebear of Cricket Wellington, was formed in 1875 so "that a Cricketing Association be formed for the purpose of providing a ground for the use of the clubs forming the Association, for the management of provincial and inter colonial matches, and the advancement of cricket generally."

Today cricket is one of the leading sports in the region, with 24 affiliated clubs (representing nearly 9,000 players, the majority being juniors) competing at grassroots level in Wellington across 80 two-day, 42 one-day, 15 women's and 283 junior club teams at the start of the 2008/09 season.

Latest data from the 2007-08 season evidences the following participation rates:

	<b>Overall</b>	<b>Wellington City (%)</b>
Adult	2100	1200 (57%)
Youth/College	2145	1200 (26%)
Junior Club	4335	2370 (55%)
Other competitions	480	480 (100%)
Entry level	558	323 (58%)
Primary school	<u>1616</u>	<u>704</u> (44%)
<b>Total</b>	<b>11,234</b>	<b>6,277 (56%)</b>

This data relates directly to player numbers only, and does not include the many volunteer coaches, club and school administrators, officials, parents and supporters that make up the wider cricket community.

Cricket Wellington fosters and administers all cricket in the region, from junior cricket right up to its flagship professional teams, the State Wellington Firebirds and State Wellington Blaze who compete in New Zealand's premier domestic men's and women's competitions. Part of this is the Wellington School of Cricket.

Cricket Wellington's main office is the Brierley Pavilion at the Allied Nationwide Finance Basin Reserve, while there are Wellington School of Cricket High Performance centres located at Westpac Stadium, Ngatitua Domain and the Hutt Recreation Ground.

## **Governance**

Wellington Cricket is governed by a board of seven people who bring a wide range of experience and skills at no cost to the sport.

It employs 15 staff headed by a CEO. A staff list is attached.

## **Strategy & Operating**

Wellington Cricket's strategic plan objectives include providing quality programmes and services to members; growing the membership of the cricketing community; working with the City Council to provide good quality pitches and facilities; assisting clubs to improve their capability; delivering coach and player development programmes; organising and managing regional competitions and team selections. In addition, its HQ at the Brierley Pavilion at the Basin Reserve is one of New Zealand's most important and historical domestic and international cricketing venues.

The strategic plan underpins the annual business/operating plan.

## **2. Project Description & Outcomes**

### **Project outline:**

- How has the need for this project been identified?
- Include a timeline, where the project is taking place, who will be involved.
- Does the project focus on a particular group of people? (e.g. age group, ethnicity)

### **Outcomes:**

- What are the aims of the project and how will these aims be achieved? How will you know whether the project has been successful?
- What are the specific benefits to be achieved for Wellington residents?
- Please give specific targets or milestones for the project, e.g. numbers of people involved, positive evaluation results.

### **Project outline**

The main purpose of the project is twofold

1. Assess whether the current affiliation fees adequately cover the cost of WCC grounds, including costs associated with them such as administration.

The process will involve an assessment of:

Data - number of grounds, type of grounds (natural and artificial); number of clubs and teams using them and whether the ground are owned or leased

Affiliation fees – current and last 5 years

Breakdown of use of fees – current and last 5 years

Cost of leasing WCC (and others if applicable e.g. school) grounds

The use of WCC grounds, ground costs and affiliation fees by a representative sample of other sports

2. Enquire about insurance cover for ground cancellations due to wet weather

An indicative timeframe is, if a grant is approved member clubs will be advised of the project and its key objectives by the CEO of Wellington Cricket in mid - late May 2009.

In early June 2009 a survey will be sent to all of the clubs to collect the required information and data.

At the same time the representative group of other sports will be advised about the project and invited to participate in terms of data gathering.

By mid July it is expected the surveys (clubs and other sports) and other data gathering will be completed and returned for analysis.

At this stage discussions will be held with representatives from WCC about the Council's current grounds policies and its longer term plans (as part of its LTCCP process).

By the end of August/beginning of September 2009 a draft report will be available with a final report by end of September 2009.

Chris Ineson of *Drivingforces* will be contracted to run the project

### **3. Community Support**

What other community groups do you work with and how? (If the project involves working closely with another group, it would be helpful to attach a support letter from that group.)

The project will involve a range of other sports that use Council grounds. Their involvement will be subject to approval of this application and acceptance of Wellington Cricket's invitation to participate in the data gathering process.

It is expected that data from other work by *Drivingforces* on the use of Council land e.g. the recent report for Bowls Wellington/WCC on the health of the 19 bowls clubs, can be used in the Wellington Cricket/WCC report.

#### 4. Marketing

How will you market your project? What steps have you taken, or will you take, to reach your target audience / membership base?

Because of their involvement, there will be a high level of awareness about the project and WCC's support for it among cricket clubs and the representative groups of other sports.

#### 5. Finances

**Insert the budget** for your project, or attach it as a separate document.

- show all income and expenses relating to the project, including other grants that have been applied for
- specify whether costs include or exclude GST (if you are GST registered the amount of funding you request should *exclude* GST)
- list any in-kind support separately, e.g. volunteer hours

The total cost of the project is \$10,000 made up of the following:

Value of Wellington Cricket's contribution (staff involvement)	\$2,500
Number of club volunteer hours (approx 100 hours*)	
<i>Drivingforces'</i> fee	<u>\$7,500</u>
Total	\$10,000

Grant sought from WCC **\$7,500** + GST

\*estimated club volunteer commitment, based upon 20 clubs providing an average commitment of 5 hours each

Please list all grants received by your organisation in the last 2 years, or note where these are listed in your accounts:

Please refer to page 14 of the CW Annual Report 2007-08. In addition, the following grants have been received by CW since 1 June 2008:

NZCT	\$250K
Infinity Foundation	\$10K
Lion Foundation	\$25K
The Trusts	\$5K
Pub Charity	\$80K

Pelorus Trust	\$60K
Southern Trust	\$25K
Mana Charitable	\$18K

**Financial Summary from Latest Annual Accounts: (attach a copy)**

Summary for financial year ending: **2008** or period from to

Income: **\$2.98**

Expenditure: **\$3.18**

Surplus (deficit): **\$91500.00**

Current Funds in hand: **\$1.27 at 31-May-08**

Indicate if any of the funds in hand are tagged for specific purposes:

Various investment in cricket related projects and activities.

Do you anticipate any significant change in your organisation's financial circumstances in the next 12 months?

Yes  No

If yes, please explain:

**\*6. Risk Management (only required for grant requests of \$5000 or more):**

What are some risks that might impact on the effectiveness of your project and how will you mitigate these risks? Please list any risks you have identified, followed by mitigating action.

Providing the communication about the project is implemented properly the risks are minimal. The only material risk is delays in producing the report caused by slowness by the various organisations and related parties to meet the survey timeframes.

# CRICKET WELLINGTON INCORPORATED

## Statement of Financial Performance as at 31 May 2008

REVENUE	2008 \$	2007 \$
NZC Grants	1,569,502	1,254,869
Sponsorship	198,644	152,622
Funding Organisations	446,516	593,476
Marketing Activities	252,706	152,671
Coaching & Development	250,002	170,331
Club Cricket	153,173	154,121
Other Income	112,611	121,571
<b>Total Revenue</b>	<b>2,983,154</b>	<b>2,599,661</b>
<b>EXPENSES:</b>		
Administration	631,463	494,049
Marketing	377,689	327,255
Men's Representative Cricket	1,020,220	751,782
Women's Representative Cricket	58,460	38,511
Age Group Cricket	162,574	156,362
International Match Running	33,408	14,711
Coaching & Development	620,727	627,917
Club Cricket	180,115	167,738
Depreciation & Amortisation	103,296	86,146
<b>Total Expenses</b>	<b>3,187,952</b>	<b>2,664,471</b>
Operating Deficit	(204,798)	(64,810)
Grants Received for Capital Development	296,358	-
<b>Surplus (Deficit)</b>	<b>\$ 91,560</b>	<b>\$ (64,810)</b>

## Statements of Movement in Equity For the year ended 31 May 2008

	2008 \$	2007 \$
Surplus (Deficit) for year	91,560	(64,810)
Equity at 1 June 2007	1,181,803	1,246,613
<b>Equity at 31 May, 2008</b>	<b>\$ 1,273,363</b>	<b>\$ 1,181,803</b>

*The Financial Statements should be read in conjunction with the Notes to the Accounts*



# CRICKET WELLINGTON INCORPORATED

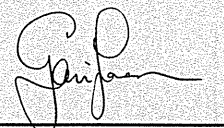
## Statement of Financial Position as at 31 May 2008

	Notes	2008 \$	2007 \$
<b>CURRENT ASSETS</b>			
Cash in Bank	2	243,035	349,934
Trade and Sundry Receivables	3	129,273	164,718
Inventories		17,885	32,743
		<u>390,193</u>	<u>547,395</u>
<b>CURRENT LIABILITIES:</b>			
Income in Advance		31,211	15,600
Employee Entitlements		33,746	21,421
Trade Creditors and Accruals	5	110,323	108,365
Current Portion Term Loan	6	8,230	-
		<u>183,510</u>	<u>145,386</u>
Net Working Capital		206,683	402,009
<b>NON-CURRENT ASSETS</b>			
Fixed Assets	4	1,181,900	779,794
<b>NON-CURRENT LIABILITIES</b>			
Term Loan	6	115,220	-
<b>Net Assets</b>		<u><b>\$ 1,273,363</b></u>	<u><b>\$ 1,181,803</b></u>
<b>EQUITY</b>		<u><b>\$ 1,273,363</b></u>	<u><b>\$ 1,181,803</b></u>

For and on behalf of the Board of Cricket Wellington Inc. which authorised the issue of the financial report on 7 August, 2008



Ian Wells  
Chairman



Gavin Larsen  
Chief Executive Officer

*The Financial Statements should be read in conjunction with the Notes to the Accounts*

**Organisation Details:** All details on this form must be completed or your application cannot be processed.

Organisation Name: MT VICTORIA KYOKUSHIN KARATE DOJO INC.

Postal Address: PO. BOX 9908, MARION ST, WELLINGTON

Street Address (if different from above): 25 HOME ST, MT VICTORIA

Contact Person's Name: JILL GOWER Contact Person's Role: SECRETARY

Telephone No/s: 4728058 x3017 Email: KYOKUSHIN@PARADISE.NET.NZ

Alternative Contact Person: CHRIS GOWER Role: EXECUTIVE

Telephone No/s: 027 4444 194 Email: CHRIS@MTVICDOJO.ORG.NZ

Are you registered for GST? Yes  No  GST number if registered:           1          1          1          1          1          1

Bank Account No: \_\_\_\_\_

Legal Status:  Trust  Inc. Society  Ltd  \* Other \_\_\_\_\_

\* If "Other", nominate an umbrella organisation and include their letter of confirmation.

Are you affiliated to a regional or national organisation? Yes  No  (If yes, please attach a letter of endorsement)

How long has your organisation been operating? <1 year  1 - 5 years  > 5 years

**Project Details:** Give a one sentence summary of your project - to be explained more fully in your application:

ENGAGEMENT OF A CONSULTANT TO ADVISE REGARDING A LEGAL AGREEMENT FOR MULTIPLE CLUBS SHARING RESOURCES.

Start Date: 1 / 1 / 09 Finish Date: 3 / 1 / 09

Where will your project take place? (venue / suburb): MT VICTORIA DOJO, 25 HOME ST.

Is the project aiming to involve a particular cultural or ethnic group? If so, is it:

General Community  Maori  Pacific Island  Other specific group: \_\_\_\_\_

Does your project target a particular age group?  Under 25  Over 60  General

Total Project Cost: \$ 11,800-00 Other Income / Your Contribution: \$ 1,800-00


Grant Amount Requested: \$ 10,000-00 (This should relate to the budget attached.)

**Checklist - attachments required** (see application guide for more details of what is required):

- Project description (use template provided)
- Project budget - include written quotes for budgeted costs where possible
- A copy of your most recent audited accounts or other evidence of your organisation's financial situation. (See guide.)
- A printed (encoded) bank deposit slip for us to use if your application is successful. (Hand written forms are not acceptable.)
- Letter of support from a regional/national affiliated organisation if applicable, or an established group associated with the project
- Strategic/Business Plan (if available) *SORRY, SHORT NOTICE! 2008 PLAN IS OUTDATED. LETTER OF SUPPORT ON ITS WAY.*

**Declaration:** I declare that in making this application I am authorised to act on behalf of the organisation named above. I declare that the information supplied here and in the attached application is correct, and consent to the information contained in our application being made available to the public. This consent is given in accordance with the Privacy Act 1993.

Name: JILL GOWER

Signed:  Dated: 31-3-09

# Sports Development Grants Project Description Template

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If you are not able to use this electronic version, then attach your own project description using the same headings. A list of the headings and questions can be provided by the grants team.

### 1. Organisation Background

Give a brief description of your organisation including the following:

- How long have you been in existence?
- How many members do you have?
- How many committee members do you have?
- If your club has a regional membership, indicated the percentage of members from the Wellington rate paying area.
- Include a table showing details of teams – numbers playing, junior/senior, grade competed in

- Mt Vic Dojo incorporated in 1999
- The karate club have around 220 members. Our two tenant clubs, BJJ & Judo have approximately 180 members between them. Total 400.
- Mt Vic Dojo has 6 committee members

Classes	Current Role
Pee Wees 4-6yrs	26
Juniors 6-12yrs	108
Colts 12-16yrs	10
Adults	77
<b>TOTAL MT VIC DOJO</b>	<b>221</b>
Approx BJJ	120
Approx JUDO	60
Approx WEEKLY TRAINING HOURS	700

### 2. Project Description & Outcomes

#### Project outline:

- How has the need for this project been identified?
- Include a timeline, where the project is taking place, who will be involved.
- Does the project focus on a particular group of people? (e.g. age group, ethnicity)

#### Outcomes:

- What are the aims of the project and how will these aims be achieved? How will you know whether the project has been successful?
- What are the specific benefits to be achieved for Wellington residents?
- Please give specific targets or milestones for the project, e.g. numbers of people involved, positive evaluation results.

## PROJECT OUTLINE

This project is a reaction to the Sportsville research conducted by Peter Burley. The Mt Vic Dojo have been using a mini 'Sportsville' model for about 9 years as a means of sustaining commercial rent expense. To date the arrangement has been informal. Our tenant clubs share our facility, signage and advertising however we remain separate entities and have no written agreement.

The dojo is currently working with Heather Cotton of WCC towards sharing a facility leased by a sports club on the town belt. We have two options and are submitting a proposal to our preferred option, Table Tennis Wellington, on 31 March. If successful we will require a formal agreement or sublease. If we are to enter a formal relationship with a fourth organisation, now seems like a good time to consider how best to structure the agreement between all parties. It's also a good time to consider how the clubs might share more than space. There is certainly scope for a paid administrator to assist with general admin, membership admin and to execute a joint communications plan e.g. regular contact with schools. We have proposed to move the Mt Vic Dojo to the Table Tennis Stadium on Alexander Road in the July school holidays (first week of July).

## OUTCOMES

The purpose of this project is to determine the best structure for an agreement between the clubs. Mt Vic Dojo will engage a consultant to work with the clubs and with Sport Wellington, to provide advice around structure and, informed by that advice, we will engage a lawyer to draw up an appropriate agreement.

We will know we are successful if we produce a legal agreement that satisfies the requirements of multiple sporting entities looking to share resources for mutual benefit.

The benefit to Wellington residents will be more efficient use of an existing facility (sharing resources/facilities), a better maintained facility and improved services in terms of recruitment of members (strengthening school/club links), administration of members and sport delivery (freeing up resources for teaching vs. admin).

### 3. Community Support

What other community groups do you work with and how? (If the project involves working closely with another group, it would be helpful to attach a support letter from that group.)

**Budokan Judo Club**

**GSW Brazilian Jiu Jitsu Club**

**And, potentially, Table Tennis Wellington**

Our facility is also used weekly by a Tae Kwon Do high performance team (NZ's representative at the Beijing Olympics trained in our facility). On an adhoc basis it has been used for physical therapy, Yoga, by Marsden Collegiate Hockey, Wellington Hockey, Ministry of Ag & Fish and Ministry of Justice (for self defence training) and Kempo. Our fight events are regularly supported by participants from MIT Kickboxing, Seido Wellington, Wellington Goju Ryu. Recently we've had enquiries from a boxing coach, a Tae Kwon Do club and a Ninjitsu club towards using the facility on a regular basis.

#### 4. Marketing

How will you market your project? What steps have you taken, or will you take, to reach your target audience / membership base?

We currently share yellow pages advertising and signage with our tenant clubs however the most effective marketing has resulted from increased traffic in the facility and the resultant word of mouth advertising. With literally hundreds of members and parents passing through the facility each week a good percentage of our growth has been viral.

Two of the clubs have a very strong web presence and attract a lot of enquiries via the internet. Mt Vic Dojo is developing a communications plan and uses a web based contact management system to send email news to schools, members and supporters.

#### 5. Finances

Insert the budget for your project, or attach it as a separate document.

- show all income and expenses relating to the project, including other grants that have been applied for
- specify whether costs include or exclude GST (if you are GST registered the amount of funding you request should *exclude* GST)
- list any in-kind support separately, e.g. volunteer hours

<b>Expenses</b>	
Consultant 40hrs @ \$200/hr	\$8,000
Legal 10hrs @ \$200/hr	\$2,000
Volunteer Hours 40hrs @ \$45/hr	\$1,800
<b>Total Expenses</b>	<b>\$11,800</b>
<b>Income</b>	
WCC Grant	\$10,000
Volunteer Hours	\$1,800
<b>Total Income</b>	<b>\$11,800</b>

Please list all grants received by your organisation in the last 2 years, or note where these are listed in your accounts:

The Mt Vic Dojo has not received any grants in the last 2 years.

#### Financial Summary from Latest Annual Accounts: (attach a copy)

Summary for financial year ending: **31 March 2008** or period from to

Income: \$77989.68  
Expenditure: \$75885.34  
Surplus (deficit): \$2106.30  
Current Funds in hand: \$3766.28 at 31 March 2009

Indicate if any of the funds in hand are tagged for specific purposes:

\$2466.00 was transferred to our account in error on 30 March 09. This will need to be refunded.

Do you anticipate any significant change in your organisation's financial circumstances in the next 12 months?

Yes       No

If yes, please explain:

For the past 10 years Mt Vic Dojo has paid commercial rent. A large percentage of the income derived by all three clubs has been absorbed by rent expense. If the clubs can negotiate a rental agreement at one of the sport & rec facilities on the town belt on better terms than are available commercially this will free up significant capital for admin costs and sport development.

**\*6. Risk Management (only required for grant requests of \$5000 or more):**

What are some risks that might impact on the effectiveness of your project and how will you mitigate these risks? Please list any risks you have identified, followed by mitigating action.

Risk	Mitigation
Table Tennis Wellington don't want to share their space	Submission of an attractive proposal outlining several good reasons why sharing will be beneficial, including a significant and reliable income stream, assistance maintaining the Stadium and word of mouth advertising.
GSW BJJ and/or Budokan Judo don't want to move	Finding an ideal facility for our purpose, not too far removed from our existing membership base and negotiating attractive terms.
The other clubs aren't interested in sharing an admin resource.	Professional analysis will determine the scope and terms of the agreement based on the needs of all parties.
An appropriate consultant isn't selected	SPARC have good awareness of appropriate consultants in the sector. We will take the advice of the Sector Capability team at SPARC and the Sport Development Manager at Sport Wellington before selecting a consultant or lawyer.

**Mt Victoria Kyokushin Karate Dojo Inc.***PO Box 9908**Marion Square**WELLINGTON***Profit & Loss Statement**

April 2007 through March 2008

Income	
Membership Fees	\$56,669.63
Rental of Clubrooms	\$21,315.63
Bank Interest	\$4.42
Total Income	\$77,989.68
Cost of Sales	
Gross Profit	\$77,989.68
Expenses	
Advertising	\$166.00
Bank Charges	\$60.79
Depreciation Expense	\$901.72
Dues & Subscriptions	\$5,122.50
Events	\$535.54
Repairs & Maintenance	\$82.80
Rent	\$46,515.01
Instructor costs	\$22,500.00
Total Expenses	\$75,884.36
Operating Profit	\$2,105.32
Other Income	
Interest Received	\$0.98
Total Other Income	\$0.98
Other Expenses	
Net Profit / (Loss)	\$2,106.30

**Mt Victoria Kyokushin Karate Dojo Inc.**

*PO Box 9908  
Marion Square  
WELLINGTON*

*Balance Sheet  
As of March 2008*

<b>Assets</b>	
Current Assets	\$3,927.20
Other Assets	\$0.35
Property & Equipment	\$1,249.20
<b>Total Assets</b>	<b>\$5,176.75</b>
<b>Liabilities</b>	
Current Liabilities	\$4,545.50
<b>Total Liabilities</b>	<b>\$4,545.50</b>
<b>Net Assets</b>	<b>\$631.25</b>
<b>Equity</b>	
Member's Equity	(\$3,896.38)
Retained Earnings	\$2,421.31
Current Year Earnings	\$2,106.30
Historical Balancing	\$0.02
<b>Total Equity</b>	<b>\$631.25</b>



**Organisation Details:** All details on this form must be completed or your application cannot be processed.

Organisation Name: SCOUT ASSOCIATION OF NEW ZEALAND  
Postal Address: P.O. BOX 11348 MARION SQ WELLINGTON 6142  
Street Address (if different from above): LEVEL 4 WILBANK HOUSE 57 WILLIS ST  
Contact Person's Name: TONY HICKMORE Contact Person's Role: NATIONAL PROGRAMMES MGR  
Telephone No/s: 04 495 8675 Email: tony@scouts.org.nz  
Alternative Contact Person: MURRAY CHARLES WORTH Role: NATIONAL DEVELOPMENT MANAGER  
Telephone No/s: 04 495 8671 Email: murray@scouts.org.nz  
Are you registered for GST? Yes  No  GST number if registered: 10 / 149 / 134  
Bank Account No: \_\_\_\_\_  
Legal Status:  Trust  Inc. Society  Ltd  \* Other \_\_\_\_\_  
\* If "Other", nominate an umbrella organisation and include their letter of confirmation.  
How long has your organisation been operating? < 1 year  1 - 5 years  > 5 years  100 years

**Project Details:** Give a brief description of your project – to be explained more fully in your application:

SPECIAL GRANTS - STRATEGIC HEALTH REVIEW ON  
PROPERTY HELD ON COUNCIL LAND  
Start Date: \_\_\_ / \_\_\_ / \_\_\_ Finish Date: \_\_\_ / \_\_\_ / \_\_\_  
Where will your project take place? (venue / suburb): WELLINGTON CITY - ALL SUBURBS  
Is the project aiming to involve a particular cultural or ethnic group or reach a particular audience? If so, is it:  
 General Community  Maori  Pacific Island  Other Specific Group: \_\_\_\_\_  
Does your project target a particular age group?  Under 25  Over 60  General  
**Please select which grant pool you are applying to (tick one):**  
 Social  Economic  Cultural  Environmental

Total Project Cost: \$ 26,500 Other Income / Your Contribution: \$ \_\_\_\_\_  
Grant Amount Requested: \$ 26,500 (This should relate to the budget attached.)

**Checklist – attachments required** (see application guide for more details of what is required):

- Project description (use template provided)
- Project budget – include written quotes for budgeted costs where possible
- A copy of your most recent audited accounts or other evidence of your organisation's financial situation. (See guide.)
- A printed (encoded) bank deposit slip for us to use if your application is successful. (Hand written forms are not acceptable.)
- Letter/s of support from a reputable, established group associated with your project. (Compulsory if you have not been funded by WCC in the last three years.)

**Declaration:** I declare that in making this application I am authorised to act on behalf of the organisation named above. I declare that the information supplied here and in the attached application is correct, and consent to the information contained in our application being made available to the public. This consent is given in accordance with the Privacy Act 1993.

Name: TONY HICKMORE  
Signed: [Signature] Dated: 31/3/2009

# Sports Development Grants Project Description Template

## All grant applicants should complete this template.

- Fill in the **2 page application form** by hand, and attach it to this document
- Check the **application guide** for instructions on how to use this template.
- Sections marked with an asterisk \* do not need to be completed by all applicants.
- Please aim to keep this document within six pages.

## PLEASE DO NOT print this document, then hand-write answers onto it.

If you are not able to use this electronic version, then attach your own project description using the same headings. A list of the headings and questions can be provided by the grants team.

### 1. Organisation Background

Give a brief description of your organisation including the following:

- How long have you been in existence?
- How many members do you have?
- How many committee members do you have?
- If your club has a regional membership, indicated the percentage of members from the Wellington rate paying area.
- Include a table showing details of teams – numbers playing, junior/senior, grade competed in

### Background

In 2008 Scouting in New Zealand celebrated its first one hundred years, a significant milestone for the movement and evidence of its durability and relevance. During this time it has grown from an idea promoted by its founder, Lord Baden-Powell, into an international movement involving many thousands of your people of which New Zealand scouts play a distinguished role.

Scouting covers a wide range of activities that are aimed at developing young New Zealanders as future citizens and leaders. The activities cover not just their physical environment but their social, cultural and values environments as well. An example of this is the Outdoor Code of Environmental Care (based on the NZ Department of Conservation Environmental Care Code), which sets out the conduct, expected of Scouts in the outdoors.

### Governance

Scouts New Zealand is governed by has a board of 9 people who are elected (bi-annually) by members at the AGM. The board comprises of uniformed members and co-opted persons from across New Zealand to provide necessary skills and a wide range of experience at no cost to the movement.

The national office of Scouting NZ is in Wellington. It employs 17 full time staff around the country and is headed by a CEO. A staff list is attached.

The regional governance of Scouts is based on five regions each headed by a Regional Development Manager. Each region is divided into zones (33 zones in total). Wellington is in Region 3 and is one of nine zones. Each zone has a clearly defined hierarchy based on;

Zone

Group

Section

In each Group there is a governing committee.

The boundary of the Wellington zone aligns with the WCC's boundary. This creates a close synergy between the objective of this project and the WCC's 2006 – 2016 recreational strategic plan (and policy objectives and outcomes).

The Wellington zone has 923 members which represents approximately 5% of Scouting NZ's total membership. A breakout of members by categories follows:

Keas	123
Cubs	349
Scouts	271
Venturers	46
Rovers	22
Leaders	56
Total	867

They are based in 18 locations as follows: e.g. Johnsonville, Ngaio, Thorndon etc.

Some are on WCC land and the purpose of this funding is to identify those on Council land and what opportunities are to improve the use of the land/properties.

### **Strategy**

Scouts New Zealand has a strategic plan whose key objectives include growing the movement's membership; enhancing its range of programmes and services to members; making best use of scarce resources – especially land and buildings; improving capability and delivery of services and programmes and streamlining administration.

Each year Scouts New Zealand runs a national conference for its members and leaders where a range of issues are discussed and debated. This is followed by its AGM. This year they were in Wellington.

### **Operating**

Each Group operates independently of other Groups but they are required to follow common programme standards and policies set by Scouts New Zealand.

Scouting is an all year round activity. Groups offer a large array of programmes for scouts and they proactively encourages the wider community, particularly young people, to be involved as participants, volunteers and supporters.

Wellington Scout Groups liaise with schools in its zone and runs a series of activities to encourage school children and students to become members. Recently Scouts have been restructuring their organisation to become more efficient, visible and viable to the youth of New Zealand. Over the weekend of 28<sup>th</sup> 29<sup>th</sup> March Scouts held their National Conference in Wellington to launch the new branding that has been 18 months in the making.

Wellington Scouts meet weekly and are involved in a range of camps and activities throughout the year. Each weekly meeting is run to a national programme that provides outcome based results for the development of each youth. At least one weekend a month involves additional activities including water based regattas and bush walks.

There are a number of highlights for the youth with national MudSlides, Flying Schools, MOOTs Snowboarding/skiing Schools to name a few. A number of other major events are the National Jamboree held every three years and National Regattas.

## 2. Project Description & Outcomes

### Project outline:

- How has the need for this project been identified?
- Include a timeline, where the project is taking place, who will be involved.
- Does the project focus on a particular group of people? (e.g. age group, ethnicity)

### Outcomes:

- What are the aims of the project and how will these aims be achieved? How will you know whether the project has been successful?
- What are the specific benefits to be achieved for Wellington residents?
- Please give specific targets or milestones for the project, e.g. numbers of people involved, positive evaluation results.

### Project outline

This objective of the project is to evaluate the use of high value assets (land and buildings – primarily halls) currently used by the different scouts groups. One of Scouting NZ's strategic plan objectives is to make the best use of such assets. To do this it needs to establish baseline data on current use and ways in which it can be improved.

The process will involve an evaluation of the following:

- Membership numbers over the last five + years
- Volunteer numbers and their longer-term sustainability
- Population projections over the next 5+ years
- Location and ownership of halls
- Utilisation of buildings and campsites
- Cost of maintaining them
- Governance, administration and general capability/capacity
- Practices by other community organisations
- Options for the future

It is likely other matters will arise during the evaluation.

From the above, a report will be prepared for Scouting NZ with best practice, recommendations and strategic actions for improvement that can be applied to the other zones, across the country.

If a grant is approved it is anticipated the project will commence with the engagement of Mr Chris Ineson of *Drivingforces* to develop a comprehensive survey to enable the collection of the necessary information and data.

This survey will be circulated to the Group Leaders of each Group in June 2009. By the end of July 2009 it is anticipated that all surveys will be completed and provided to *Drivingforces* for the initial analysis.

Following this *Drivingforces* will conduct interviews with each Group Leader, representatives of Scouts NZ and WCC. It is anticipated that a draft report will be available by November 2009 with a final report with recommendations and an implementation strategy with timeframe milestones, by January 2010.

The evaluation will provide a basis upon which future nationwide management of properties can be based by Scouts NZ. Further, it will give it a platform on which it can arrange appropriate support for each of the Groups (should it be required).

It will give WCC an objective basis on which it can make future decisions on the land and facilities that are currently occupied by Scout halls and provide information so that decisions on the use of future land/facilities can be made and how they can be aligned and integrated into its long term recreation strategic plans (LTCCP process).

The benefit to Wellington residents is a better use of high value Council land and facilities which to cater for the needs of the community.

### **3. Community Support**

What other community groups do you work with and how? (If the project involves working closely with another group, it would be helpful to attach a support letter from that group.)

The scouting movement is based on its relationships with the community and various community groups.

Other organisations that have contact with Scouts are schools, community organisations like Mountain Safety Council, Water Safety NZ, NZRSA (Poppy Day and ANZAC Parades) Red Cross, St John's, Wgtn Sports Trust, business community, senior citizens, sports recreation clubs etc.

### **4. Marketing**

How will you market your project? What steps have you taken, or will you take, to reach your target audience / membership base?

As part of the project a communications plan will be developed in conjunction with the WCC that will go to every Scout Group in Wellington.

As part of this the CEO of Scouts NZ and the Wellington City Council Manager – Sport and Recreation Engagement will send a joint letter to all the Scout Groups involved in the project.

In addition it will be featured on Scouting NZ's website and its newsletters.

### **5. Finances**

Insert the budget for your project, or attach it as a separate document.

- Show all income and expenses relating to the project, including other grants that have been applied for
- Specify whether costs include or exclude GST (if you are GST registered the amount of funding you request should *exclude* GST)
- List any in-kind support separately, e.g. volunteer hours

The total cost of the project is \$34,000 made up of the following:

Value of Scouting NZ's contribution	\$7,500
Number of volunteer hours as many as needed. (Unquantifiable)	
<i>Drivingforces'</i> fee	\$26,500
Total	\$34,000
 Grant sought from WCC	 \$26,500 + GST

Please list all grants received by your organisation in the last 2 years, or note where these are listed in your accounts:

**Financial Summary from Latest Annual Accounts: (attach a copy)**

Summary for financial year ending:

or period from 1<sup>st</sup> Oct 2007 to 30<sup>th</sup> Sept 2008

Income:	\$1,522,716
Expenditure:	\$1,259,426
Surplus (deficit):	\$263,290
Current Funds in hand:	\$1,965,026 at 30 <sup>th</sup> Sept 2008

Indicate if any of the funds in hand are tagged for specific purposes

Do you anticipate any significant change in your organisation's financial circumstances in the next 12 months?

Yes       No

If yes, please explain:

**\*6. Risk Management (only required for grant requests of \$5000 or more):**

What are some risks that might impact on the effectiveness of your project and how will you mitigate these risks? Please list any risks you have identified, followed by mitigating action.

Providing the communication about the project is implemented properly the risks are minimal. The only material risk is delays in producing the report caused by slowness by the various organisations and related parties to meet the survey and interview timeframes.

**The Scout Association of New Zealand  
National Office  
Statement Of Financial Performance  
For The Year Ended 30 September 2008**

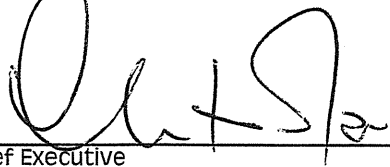
INCOME	NOTE	YE2008	YE2007
		\$	\$
Registration Fees		496,903	464,565
Franchise Fees		126,460	17,755
Grants, Sponsorship, Donations	1	144,090	137,396
Interest	2	49,469	17,838
Rental Income Tatum Park	2	15,665	50,417
Scouting Direct (net)	3	178,706	60,828
Training Courses (net)		9,894	753
Event Income (net)	4	(13,201)	142,732
Jamboree Income	5	513,108	-
Other Income		1,622	16,686
<b>Total Operating Income</b>		<b>1,522,716</b>	<b>908,970</b>
<b>EXPENDITURE</b>			
Accommodation Expenses	6	57,767	51,308
Administration Expenses	7	106,877	103,051
Audit Fees		21,462	20,172
Bad Debts Written Off		3,669	2,696
Bank Fees		5,408	5,291
Centennial Celebrations		-	37,039
Communications	8	65,317	41,793
Fees to World Body & Asia Pacific		16,801	21,411
General Expenses		9,799	14,111
Legal fees		9,273	8,520
Loss on disposal of assets		6,443	-
National Council, NEC, Taskforces	9	106,372	131,839
National Leader Expenses		16,212	20,097
National Programmes		33,750	37,485
Provision for Doubtful Debt		4,474	-
Publicity		33,811	26,594
Staff Expenses	10	665,033	711,011
Travel		76,189	49,504
Depreciation		20,770	33,738
<b>Total operating expenditure</b>		<b>1,259,426</b>	<b>1,315,660</b>
<b>NET OPERATING PROFIT / (DEFICIT)</b>		<b>263,290</b>	<b>(406,690)</b>
<b>NON OPERATING ITEMS</b>			
Property Sales (net)		448,043	349,540
Misappropriation of funds		-	(92,280)
<b>NET PROFIT / (DEFICIT)</b>		<b>711,333</b>	<b>(149,431)</b>

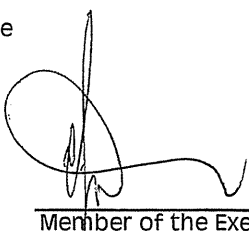


**The Scout Association of New Zealand  
National Office  
Statement Of Financial Position  
As at 30 September 2008**

	Note	YE2008 \$	YE2007 \$
Current Assets			
Cash & Bank	11	311,060	755,255
Sundry Debtors	12	167,151	297,069
Stocks	13	310,101	271,726
Prepayments	14	70,242	188,688
Property Intended for Sale	15	495,000	495,000
Total Current Assets		1,353,554	2,007,738
Investments	16	1,694,524	752,639
Fixed Assets	17	177,912	156,277
Total Assets		3,225,990	2,916,654
Less Current Liabilities			
Sundry Creditors and Income in Advance	18	680,627	1,092,415
Grants Not Spent	19	131,928	129,572
Total Current Liabilities		812,555	1,221,987
Term Liabilities	20	448,410	440,974
Total Net Assets		1,965,026	1,253,693
Association Funds			
General Funds		1,915,026	1,203,693
Revaluation Reserve	15	50,000	50,000
Total Association Funds		1,965,026	1,253,693

For and on behalf of the National Executive Committee  
SANZ - National Office

  
\_\_\_\_\_  
Chief Executive

  
\_\_\_\_\_  
Member of the Executive Committee

16<sup>th</sup> March 2009  
\_\_\_\_\_  
Date

16/3/09  
\_\_\_\_\_  
Date





**Organisation Details:** All details on this form must be completed or your application cannot be processed.

Organisation Name: WILTON BOWLING CLUB

Postal Address: 122 WILTON ROAD, WELLINGTON

Street Address (if different from above): \_\_\_\_\_

Contact Person's Name: John Gray Contact Person's Role: President

Telephone No/s: 04 479 6937 Email: John.gray@paradise.net.nz

Alternative Contact Person: Paul Cavanagh Role: Administration Manager

Telephone No/s: 04 475 9514 Email: p.cavanaghe@ta.co.nz

Are you registered for GST? Yes  No  GST number if registered: 10 1 671 345

Bank Account No: 030525 0088463 000

Legal Status:  Trust  Inc. Society  Ltd  \* Other \_\_\_\_\_

\* If "Other", nominate an umbrella organisation and include their letter of confirmation.

Are you affiliated to a regional or national organisation? Yes  No  (If yes, please **attach** a letter of endorsement)

How long has your organisation been operating? < 1 year  1 - 5 years  > 5 years

**Project Details:** Give a one sentence summary of your project – to be explained more fully in your application:

Assistance to facilitate, draft and complete Club's Strategic Plan & Operational Objectives

Start Date: 01, 07, 09 Finish Date: 30, 11, 09

Where will your project take place? (venue / suburb): 122 WILTON ROAD, CLUB HOUSE

Is the project aiming to involve a particular cultural or ethnic group? If so, is it:

General Community  Maori  Pacific Island  Other specific group: Club Members

Does your project target a particular age group?  Under 25  Over 60  General

Total Project Cost: \$ 10,000 Other Income / Your Contribution: \$ 5,000

Grant Amount Requested: \$ 5,000 (This should relate to the budget attached.)

**Checklist – attachments required** (see application guide for more details of what is required):

- Project description (use template provided)
- Project budget – include written quotes for budgeted costs where possible
- A copy of your most recent audited accounts or other evidence of your organisation's financial situation. (See guide.)
- A printed (encoded) bank deposit slip for us to use if your application is successful. (Hand written forms are not acceptable.)
- Letter of support from a regional/national affiliated organisation if applicable, or an established group associated with the project
- Strategic/Business Plan (if available)

**Declaration:** I declare that in making this application I am authorised to act on behalf of the organisation named above. I declare that the information supplied here and in the attached application is correct, and consent to the information contained in our application being made available to the public. This consent is given in accordance with the Privacy Act 1993.

Name: John Gray

Signed: [Signature] Dated: 31. 03. 09

# Sports Development Grants Project Description Template

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### 1. Organisation Background

Give a brief description of your organisation including the following:

- How long have you been in existence?
- How many members do you have?
- How many committee members do you have?
- If your club has a regional membership, indicated the percentage of members from the Wellington rate paying area.
- Include a table showing details of teams – numbers playing, junior/senior, grade competed in

**The Wilton Bowling Club was founded in 1949 and officially opened in 1951. It is an affiliated member of Bowls Wellington, along with Bowls New Zealand.**

**The club has a current membership of 172, (compared with previous year of 158), made up of full playing 114, associate 3, & social 55.**

**Of the 114 full playing members 18 are development players and the remaining 98 open grade. All members are eligible to play in all club competitions, whether it be singles or team events.**

**The club is administered by a Board of 8, each having a position description which sets out the requirements of the role and its responsibility for particular outcomes.**

### 2. Project Description & Outcomes

#### Project outline:

- How has the need for this project been identified?
- Include a timeline, where the project is taking place, who will be involved.
- Does the project focus on a particular group of people? (e.g. age group, ethnicity)

#### Outcomes:

- What are the aims of the project and how will these aims be achieved? How will you know whether the project has been successful?
- What are the specific benefits to be achieved for Wellington residents?
- Please give specific targets or milestones for the project, e.g. numbers of people involved, positive evaluation results.

**Project Outline:**

The project is a result of recent meetings with our controlling body and the need identified for the club to look to the future for its sustained growth. Also the result of the outcome of the recent “Bowls Wellington Club Health Evaluation” which was supported by the Wellington City Council

The work in producing the strategic plan and annual operating objectives will be based on Bowls NZ’s “Club Plan” which embraces all the necessary key elements of running the club, along with operating objectives over a minimum of a 5 year horizon.

It is proposed for the project to be driven by a sub committee of the board assisted by an outside contracted consultant, who will act as a facilitator and assist in the drafting process. A number of focus group meetings will be conducted involving as many as possible club members, so as to ensure the greatest possible club input.

The project is scheduled to commence 1 July and take approximately 6 months to complete.

**Outcomes:**

The aim of the project is to undertake a current health check of the club, then formulate a document that sets out a strategic plan to grow and take the club forward over a 5/10 year period.

We are currently engaged in running competitions for casual (non) bowlers and we have identified the need for this process to be placed on a more formal basis, so that the club overall can generate new sustainable membership going forward. In doing this we will be concentrating on the immediate suburbs by promoting the club and its facilities to the residents as a place for their recreation and enjoyment.

**3. Community Support**

What other community groups do you work with and how? (If the project involves working closely with another group, it would be helpful to attach a support letter from that group.)

We are in the process of formulating a casual competition to market to schools in our immediate vicinity to encourage the pupils, teachers and parents to use the club facilities and create a better awareness of the game and the benefits it provides for outdoors exercise.

Approaches have been made to other clubs in our area to be part of any promotion of the game, along with possible integration of administration or other agreed activities. Also the local West Rugby club has also been approached with the possibility of the game being used off season for player recreation/bonding.

**4. Marketing**

How will you market your project? What steps have you taken, or will you take, to reach your target audience / membership base?

As this is essentially a club internal document the marketing of itself, facilities, benefits will be an integral part of the strategic planning process.

## 5. Finances

Insert the budget for your project, or attach it as a separate document.

- show all income and expenses relating to the project, including other grants that have been applied for
- specify whether costs include or exclude GST (if you are GST registered the amount of funding you request should *exclude* GST)
- list any in-kind support separately, e.g. volunteer hours

**We have yet to engage a consultant to undertake this work, but it is estimated that the overall cost would be in the vicinity of \$8,000 to \$10,000 (excluding gst). We would be seeking a grant of \$5,000 with the remainder being met from our own club funds.**

Please list all grants received by your organisation in the last 2 years, or note where these are listed in your accounts:

**These grants are listed on page 17 of the club's annual accounts attached.**

### Financial Summary from Latest Annual Accounts: (attach a copy)

Summary for financial year ending: 2008 or period from to

Income:	\$108119.00
Expenditure:	\$93946.00
Surplus (deficit):	\$14173.00
Current Funds in hand:	\$20075.00 at 31-Mar-09

Indicate if any of the funds in hand are tagged for specific purposes:

Repayment of club members \$10,000 outstanding debenture & \$20,000 to met normal monthly operating expenses

Do you anticipate any significant change in your organisation's financial circumstances in the next 12 months?

Yes  No

If yes, please explain:

### \*6. Risk Management (only required for grant requests of \$5000 or more):

What are some risks that might impact on the effectiveness of your project and how will you mitigate these risks? Please list any risks you have identified, followed by mitigating action.

**Risk would be if the club was to fail. However, we currently have a well balanced membership with growth in the past year which is anticipated to continue throughout the next 5 years.**

**The club also has plans for changes to its playing surfaces which will also enhance the benefit of membership of the club.**

**WILTON BOWLING CLUB INC.**

**STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 APRIL 2008**

INCOME	Note.	\$	07/08 \$	06/07 \$
Bar Trading			34,065	34,180
Amusement Machines			15,815	22,346
Subscriptions	3		13,445	12,243
Galas/Tournaments/Sponsorships			12,571	176
Grants	2		16,400	24,471
Raffles			5,042	3,366
Donations			6,650	8,067
Interest			1,444	945
Sundry Income			1,803	1,570
Functions and Catering			884	9
<b>TOTAL INCOME</b>			<b>108,119</b>	<b>107,373</b>
<hr/>				
EXPENSES	Note.		07/08	06/07
Catering				2,418
National & Centre Levies			5,678	5,215
Donation to Wgnt Free Ambulance			300	200
Greenkeeping	2		14,400	8,333
Insurance			5,869	5,747
Interest / Rebates	3		2,384	3,300
Maintenance				
Buildings & Furnishings	2	3,199		16,734
Greens & Grounds	2	7,098		3,933
Plant & Equipment		1,034		690
Pavilion Servicing		<u>15,232</u>		<u>13,041</u>
			<u>26,563</u>	34,398
Printing & Stationery			1,941	1,732
Signwriting, Trophies & Engraving			716	872
Sundry Expenses			4,926	4,601
Galas/Tournaments/Sponsorships			11,780	
Telephone & TV			4,559	3,362
WCC, Contact Energy and Electricity Charges :				
Power & Gas		7,658		7,333
Rates		2,069		1,990
Rent		3,810		2,540
Water		<u>1,293</u>		750
			<u>14,830</u>	<u>12,613</u>
<b>TOTAL EXPENSES</b>			<b>93,946</b>	<b>82,791</b>
<b>PROFIT BEFORE DEPRECIATION</b>			<b>14,173</b>	<b>24,582</b>
Depreciation / Scrapping	4		<u>-17,798</u>	<u>-19,261</u>
<b>NET PROFIT / (LOSS)</b>			<b><u>\$3,625</u></b>	<b><u>\$5,321</u></b>

WILTON BOWLING CLUB INC.

STATEMENT OF FINANCIAL POSITION AS AT 30 APRIL 2008

	Note.	07/08 \$	06/07 \$
<b>Accumulated Funds</b>			
Balance at 30 April 2008		\$ 279,950	\$ 274,629
Net Profit / (Loss) for the Year		<u>\$ 3,625</u>	<u>\$ 5,321</u>
Balance at 30 April 2008		<u>\$ 276,325</u>	<u>\$ 279,950</u>
<b>Represented by :</b>			
Cash		\$ 3,000	\$ 3,000
Westpac Current Accounts		\$ 14,196	\$ 12,928
On Call a/c		\$ 16,316	\$ 14,146
Stock		\$ 6,803	\$ 7,960
Accounts Receivable		\$ 1,974	\$ 4,403
Prepaid Expenses		\$ 6,761	\$ 6,753
GST		<u>-\$ 2,986</u>	<u>\$ 321</u>
		\$ 46,064	\$ 49,511
Fixed Assets as Scheduled	4	<u>\$ 289,402</u>	<u>\$ 307,200</u>
<b>TOTAL ASSETS</b>		<u>\$ 335,466</u>	<u>\$ 356,712</u>
<b>Less Liabilities :</b>			
Accounts Payable		\$ 13,444	\$ 11,088
Debentures		\$ 43,600	\$ 58,100
Thorndon Bowling Club		\$ 2,097	\$ 7,556
RWT Liability			\$ 17
<b>TOTAL LIABILITIES</b>		<u>\$ 59,141</u>	<u>\$ 76,761</u>
<b>NET ASSETS :</b>		<u>\$ 276,325</u>	<u>\$ 279,950</u>

P N Batchelor  
FINANCIAL MANAGER.

**AUDITORS REPORT**

I have obtained all the information and explanations I have required. In common with other organisations of a similar nature, control over cash receipts and payments prior to them being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control.

Subject to the possible effect of the limited control over receipts and payments referred to in the preceding paragraph, in my opinion proper accounting records have been kept as far as appears from my examination of those records, and the accounts are properly drawn up so as to give a true and fair view of the position of the club as at 30 April 2008, and the results of its activities for the year ended on that date

J. T. Smith CA (Hon. Retired)  
HON. AUDITOR.