

2017-18 Community Fund (Round 2)

Applications

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Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18



Application summary	
Organisation name	Arthritis New Zealand
Amount requested	\$ 500
Project name	Workshop for people with arthritis
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	PO Box 10 020	
	The Terrace, Wellington	
Postcode	6143	
Group's bank account name:	Arthritis Foundation of New Zealand Incorporated	
Group's bank account number:	03 0584 0296473 00	
Group's GST number	13 972 591	
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
Our mission is improving the life of every person affected by arthritis. We do this by providing information, direct support from arthritis educators, raising public awareness, carrying out advocacy and funding research.		
Who are your group's main contact(s) for this funding application?		
Primary contact's name	Shireen Maindonald	
Position in group	National Grants Fundraiser	
Email	shireen.maindonald@arthritis.org.nz	
Daytime phone number(s)	04 472 5642	
Second contact's name	Dianne Armstrong	
Position in group	Philanthropy Manager	
Email	dianne.armstrong@arthritis.org.nz	
Daytime phone number(s)	04 472 1450	

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?
NA	NA	NA	

Does your group have a legal status?

☒

Yes

Please state your incorporated society or charitable trust registration number:

CC22132

 **Attach** a copy of your most recent set of financial accounts.

 **Attach** evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

☐

No, we are applying under the umbrella of:

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Advice and support for people with arthritis
When will this take place?	Between 1 June 2018 and December 2018
Where will this take place?	At a community venue.

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

We provide advice and support for people with arthritis. This advice and support is provided free of charge.

Our arthritis educators provide information and education by phone, by facebook discussions and by webinars. People in Whangarei can access all of these services. In addition, we wish to provide a workshop in Whangarei to cover topics such as pain management and the role of diet and exercise.

We seek funding towards the salary of our arthritis educator who will provide the workshop.

We anticipate that there will be about 30 participants at the workshop.


The outcomes that we are aiming for include people being able to undertake daily tasks more easily, and being more active and more involved in their community.

Arthritis is painful, unpredictable and incurable. Despite this, people can experience a better quality of life if they are advised about the skills to enable them to better self-manage their condition.

Our Arthritis Educator will focus on self-management skills in the workshop.

Section 4: Project Budget

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST
	<input checked="" type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST
GST number	13 972 591	
Total project costs Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. <i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>		
	Amount \$	Tick if applying for
Arthritis Educator Salary	500	Yes
Administrator Salary for registration of participants	50	No
Phone, internet and communications costs	50	No
Communications Coordinator for promoting on website	50	No
(A) Total cost	\$ 650	

 **Attach** quotes for expenses (note GST requirement above).

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

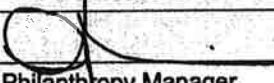
I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Dianne Armstrong
Signature	
Position in Group	Philanthropy Manager
Date	12/3/18

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input checked="" type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input type="checkbox"/> Previously applied | <input type="checkbox"/> Other (please specify) |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Great |

What could we change or do better?

Needed to be clear I could download form and save it and type into it - I requested out how to do this.
The long term plan is not on the website and a new one is being consulted about. However, I found the outcomes within an annual review.

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

Thank you!



ARTHRITIS NEW ZEALAND

KAIPONAPONA AOTEAROA

*Our Vision: Improving the life of
every person affected by arthritis*

*Ko tō mātou aronga: Kia whakapiki
i te oranga o te hūnga kua pāngia
e te mate kaiponapona*

9 March 2018

Whangarei District Council - Community Grants
Private Bag 9023
Whangarei 0148

Dear Manager,

APPLICATION FOR ADVICE AND SUPPORT FOR PEOPLE WITH ARTHRITIS

We would like to apply for \$500 towards the salary of an Arthritis Educator for services for people in Whangarei. We would utilise this funding to provide a workshop in Whangarei.

In Whangarei, over 1 in 6 in your community will have arthritis – this is over 12,832 people with arthritis. Nearly 50% of people with arthritis are of working age. We strive to offer opportunities to obtain advice and support in a variety of ways, such as by phone, facebook and webinars, as well as workshops.

Arthritis New Zealand is the national charity with the mission of improving the life of every person affected by arthritis.

Outcomes we are wanting to achieve are that people with arthritis are able to undertake daily tasks more easily and that they are more active and more mobile.

Our arthritis educator would provide a workshop in Whangarei which focuses on self-management skills and this will enable people with arthritis to better manage their condition. We expect that there will be 30 participants at the workshop.

This application supports the following council outcome as set out in the Long Term Plan: Vibrant and Healthy Communities. "Our district is full of life, activities, and opportunities".

Thank you for your time in considering this application.

Kind regards,

Shireen Maindonald
National Grants Fundraiser
Shireen.maindonald@arthritis.org.nz
0800 663 463



ARTHRITIS NEW ZEALAND

KAIPONAPONA AOTEAROA

Job Description

Position title:	Arthritis Educator
Team:	Health Advice
Reports to:	Health Advice and Research Manager
Salary Range:	\$50,000 - \$60,000 depending on qualifications and experience
Location	To be agreed

External and Internal Key relationships	<p>Internal:</p> <ul style="list-style-type: none"> • Chief Executive • Philanthropy Manager • Awareness and Advocacy Manager • Community Development • Corporate Services Manager • Other Arthritis Educators • Fundraisers • Community Development Team members • Primary Care Liaison Coordinator • Key volunteers • Other Arthritis New Zealand staff • Members of Arthritis New Zealand <p>External:</p> <ul style="list-style-type: none"> • People affected by arthritis • External Volunteer Co-ordinators • Community based support agencies • Services users and their families/whanau • Other community based health and disability providers
Staff responsibilities	<p>None - although may be required to lead and manage specific projects/teams. Training and supervising volunteer(s) for specific tasks for service delivery as required.</p>

Budget Responsibilities	Budget for service delivery including local group events is discussed and agreed with the Health Advice & Research Manager.
Work requirements	Full-time (40 hours per week)
Job purpose	<p>The role is responsible for:</p> <ul style="list-style-type: none"> • Providing information and advice to people affected by arthritis including families and whanau • Providing information and education to communities as agreed with the Health Advice and Research Manager • Promoting Arthritis New Zealand services to people affected by arthritis and their families and whanau, wider general public and health professionals. • Participating in ongoing training initiatives for health professionals.
Person Specification	<p>Qualifications: Relevant qualifications, registered health professionals are desirable or skills and experience in related job areas including health education, coaching, promotion and facilitation with a range of audiences including Maori and Pacific groups.</p> <p>Skills: Excellent communications skills including face-to-face, telephone and digital media</p> <ul style="list-style-type: none"> • Excellent coaching and group facilitation skills • Well developed client assessment skills • Personal health planning using self management principles • Public speaking and presentation skills • Planning, developing, implementing, monitoring and evaluating projects • Excellent organisational skills • Excellent networking and relationship management skills • Leading small projects • Excellent computer and ITC skills – MS Office (email, word, excel, power point), database and client information systems, Digital media and Internet • General administrative processing skills • Flexibility to develop, adapt and respond to new models of service delivery as required by the organisation • Ability work with wide range of groups and cultures to meet their needs including Maori and Pacific Peoples • Ability to work at both strategic and operational levels of the organisation • Write and produce quality reports, materials and products for print or digital media to suit different audiences including Maori and Pacific Peoples.

	<p>Knowledge:</p> <ul style="list-style-type: none"> • Understanding of arthritis and related chronic conditions • Understanding of health education issues and not-for-profit and charity sector in New Zealand • Understanding of community/ health networks is desirable • Understanding of and commitment to the principles of Te Tiriti o Waitangi • Understanding of Tikanga and Te Reo Maori is desirable but not essential. <p>Experience:</p> <ul style="list-style-type: none"> • At least 3 years in Health Education, Health Coaching or Health Promotion or working in related areas • Demonstrated knowledge of community health development principles • Meeting and or exceeding targets to achieve outcomes • Experience in busy, varied, demanding and changing environment • Working with Maori and/or Pacific Peoples • Face to face interaction with individuals, whanau or groups with a chronic condition to develop and facilitate self-management strategies • Interaction with clients using digital media • Developing materials and products to suit different audiences. <p>Personal qualities/attributes:</p> <ul style="list-style-type: none"> • Organisational "fit" – commitment to Arthritis New Zealand values • Excellent interpersonal skills • Able to work well in a small team including with colleagues who may work remotely • Able to work independently and unsupervised • Work effectively at strategic and operational levels of an organisation • Innovative and creative • Resourceful • Able to travel around region and stay overnight • Well presented and professional appearance • Reliable, punctual and meets timelines • Able to identify and manage stress constructively • A positive "can do" attitude • Current clean New Zealand driving licence • New Zealand resident or citizen.
<p>Date:</p>	

Key Result Areas What is the purpose of the job?	Key Tasks What needs to be done to achieve this result?	Performance Standards How we will know these tasks have been achieved?
1. Provide information and advice to people affected by arthritis.	<ul style="list-style-type: none"> Develop annual and monthly plans necessary to achieve Arthritis New Zealand objectives Where resourced, deliver local and regional Contribute to the development of new workshops, presentations, other innovative products and ways of delivering these to target groups including Maori and Pacific Peoples 	<ul style="list-style-type: none"> Annual and monthly reports are provided Meetings with local health and community organisations are documented Events such as seminars, education talks and self-management workshops and coaching sessions are delivered accordingly to individual KPIs Development of new workshops, presentations and other innovative products and ways of delivering these to target groups including Maori and Pacific Peoples is demonstrated.
2. Provide culturally appropriate education to priority population groups	<ul style="list-style-type: none"> Collaborate with the Community Development Advisors to enhance the knowledge of Maori and Pacific communities in the area of arthritis care. Collaborate with the PCCLC to enhance primary care ability to respond to high needs communities, particularly Maori and Pacific Deliver education and advice services via telephone and digital media that is appropriate responsive to culturally diverse communities. Where resourced, deliver local and regional events. Attend health days and hui promoting Arthritis New Zealand and delivering information and advice. 	<ul style="list-style-type: none"> Participate in community events as required Contribute expertise when needed Participate in health professional training Contribute to written resources Attend health professional events such as conferences 0800 calls and online queries will be responded to within guidelines in the service manual and clients will gain knowledge evidenced by regular evaluation. Clients are followed up

<p>3. Provide individual information and advice to people with arthritis and implementing efficient phone-based assessments, information and advice.</p>	<ul style="list-style-type: none"> • Deliver self-management arthritis clinics face-to-face in areas covered by DHB/PHO contracts • Deliver telephone-based assessments, providing appropriate information, advice and referrals to clients in wider geographical areas • Participate in a rostered cover to manage the successful operation of the 0800 mode of service delivery • Participate in rostered cover to manage the successful operation of digital service delivery • Provide follow-up contacts by phone or by digital contact, to make any required adjustments in the self-management plans and provide support and information required. 	<ul style="list-style-type: none"> • Contract clinics are delivered according to the contract requirements • New assessments – new client assessments are performed according to the individual KPIs agreed with the Health Advice Manager - this may be a mixture of phone, online and some face-to-face clinics • 0800 calls are managed according to the standards provided in the Service Manual • At least 80% of all client follow ups to assess outcomes of the self-management interventions are completed.
<p>4. Provide self-management programmes products and services.</p>	<ul style="list-style-type: none"> • Deliver Living a Healthy Life (LHL) self-management programme in areas covered by DHB/PHO contracts or sponsorship agreements • Dependant on funding - Pilot new self-management, products or services, as required • Deliver self-management programmes, products and services as required 	<ul style="list-style-type: none"> • LHL programmes are delivered according to the contracts' requirements • Dependant on funding new self-management products or services are piloted and evaluated according to individual KPIs agreed with the RMs • Self-management programmes, products and services face to face and digital media are delivered and monitored for reporting
<p>5. Provide education to support groups and volunteers.</p>	<ul style="list-style-type: none"> • Work collaboratively with the volunteer coordinator to ensure volunteers receive appropriate education for their volunteer role. • Encourage volunteers who have arthritis to be actively involved events 	<ul style="list-style-type: none"> • Number of volunteers participating or attending events is monitored • Volunteers are regularly informed about upcoming events. • Volunteers are educated appropriate to their role

6. Promote Arthritis New Zealand services to people affected by arthritis and their families, wider general public and health professionals.	<ul style="list-style-type: none"> Promote Arthritis New Zealand by promoting the website and distributing health education materials, including brochures, research reports, and visual aids such as DVDs and books Promote Arthritis New Zealand membership and actively seek donations Provide information on services to the Arthritis New Zealand clients, members and general public by promoting events through Arthritis New Zealand website, networking and other appropriate channels. 	<ul style="list-style-type: none"> Arthritis New Zealand is promoted through referrals to the Arthritis New Zealand website, Arthritis New Zealand brochures, DVDs, books and other education materials Donations and/or new memberships are received from client contacts Mailing lists, telephone professional networks are recorded and maintained Client Information packs include all required information All clients receive invitations to appropriate group events or to participate in online forums and activities.
7. Ensure all client information including evaluations is up-to-date and accurate.	<ul style="list-style-type: none"> Update client records electronic and database on a regular basis Make sure that all electronic and hard copies of the client consent forms are kept safe. 	<ul style="list-style-type: none"> All client records are accurate and up-to-date All electronic and hard copies of the client forms and evaluations are kept safe.
8. Provide high quality education, coaching and advice by consistently improving professional knowledge and skills in the area of arthritis.	<ul style="list-style-type: none"> Deliver a variety of education, self-management strategies appropriate to client level of understanding Adhere to the Service manual and other key service documents Learn by attending workshops, seminars/ webinars and conferences Participate in AEs' regional and national meetings and take part in teleconferences or face me Join professional peer group for learning and support. 	<ul style="list-style-type: none"> Demonstrates use of a variety of education strategies appropriate to client level of understanding Services are provided accordingly to the Service manual and Best Practice documents Appropriate workshops, seminars/webinars and conferences are attended as discussed and agreed with the RMs Active participation is demonstrated at AEs meetings teleconferences or online meetings Appropriate professional registration and/or membership are maintained.



318 Lambton Quay
Wellington, NZ



Deposit

DATE

NOTES \$

COINS \$

TOTAL CASH \$

CHEQUES
AS REVERSE \$

TRANSFER FROM ACCOUNT No. \$

PAID IN BY: (PLEASE PRINT NAME)

FOR THE CREDIT OF

ARTHRITIS FOUNDATION OF NEW ZEALAND
INCORPORATED

TOTAL \$

⑈030584⑈ 0296473⑈00 ⑈ 50

Proceeds of cheques etc. may not be available until cleared.

Cheque details

DRAWER (I.E. CHEQUE ISSUED BY)	BANK	BRANCH	AMOUNT
TOTAL			\$



ARTHRITIS NEW ZEALAND

KAIPONAPONA AOTEAROA

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every person affected by arthritis*

*Ko tō mātou aronga: Kia whakapiki
i te oranga o te hūnga kua pāngia
e te mate kaiponapona*

9 March 2018

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This application supports the following council outcome as set out in the Long Term Plan: Vibrant and Healthy Communities. "Our district is full of life, activities, and opportunities".

Thank you for your time in considering this application.

Kind regards,

Shireen Maindonald
National Grants Fundraiser
Shireen.maindonald@arthritis.org.nz
0800 663 463



Charity Summary

Registration Number: CC22132
Registration Date: 26/03/2008
Charity Name: Arthritis Foundation Of New Zealand Incorporated

Charity Details

Trading Name Arthritis New Zealand

Registration Details

Registration Status: Registered
Balance Date: June 30
IRD Number: Restricted

Address for Service:

Charity's Postal Address: PO Box 10020
The Terrace
Wellington 6143

Charity's Street Address: L2
120 Featherston Street
Wellington Central
Wellington 6011

Charity's other details

Phone: (04)4721427
Fax: (04)4727066
Email: info@arthritis.org.nz
Website: <http://www.arthritis.org.nz>
Facebook: <https://www.facebook.com/Arthritis-New-Zealand-141779119206755/>
Twitter: @ArthritisNZ
Social Network Name:

Areas of Operation

New Zealand: Nationwide
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Improving the life of every person affected by arthritis

Entity Structure

National charity

Activities

Main Activity: Provides advice / information / advocacy

Activities: Provides services, Provides advice / information / advocacy, Sponsors / undertakes research, Provides human resources, Acts as an umbrella / resource body, Other: Raises awareness of arthritis

Sectors

Main Sector: People with disabilities

Sectors: Health, Community development, Social services, Employment, Fund-raising, Disability, Promotion of volunteering

Beneficiaries

Main Beneficiary: People with disabilities

Beneficiaries: Children / young people, Older people, People with disabilities, General public, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
15/01/2018	30/06/2017	3,217,158	3,858,048	AR010
19/01/2017	30/06/2016	3,893,334	4,408,181	AR009
08/12/2015	30/06/2015	5,031,450	4,448,224	AR008
10/12/2014	30/06/2014	5,685,494	4,361,892	AR007
18/11/2013	30/06/2013	5,386,028	4,043,546	AR006
20/12/2012	30/06/2012	4,734,551	4,812,623	AR005
16/12/2011	30/06/2011	5,522,000	5,681,000	AR004
08/12/2010	30/06/2010	5,109,000	6,305,000	AR003
01/12/2009	30/06/2009	4,945,000	5,745,000	AR002
09/01/2018	30/06/2008			

Officer Details

Current Officers

Name	Officer Type	Position
Douglas White	Individual	Governing Body Member
Catherine Grace	Individual	Governing Body Member
Digna Toresen	Individual	Governing Body member

Els Dutton	Individual	Governing Body member
Peter Larmer	Individual	President
Joe Stanton	Individual	Governing body member
Martin Lenart	Individual	Governing Body Member
Roy Tiffin	Individual	Governing Body Member
Laurie Breadmore	Individual	Governing Body member
Steve Renata	Individual	Governing Body Member

Past Officers

Name	Officer Type	Position
Alan Henwood	Individual	President
Deidre Lusby	Individual	Governing Body member
Laurie Breadmore	Individual	Governing Body Member
Christina Billing	Individual	Governing Body Member
Rebecca Grainger	Individual	Governing Body Member
Katharine Bracey	Individual	Governing Body member
Lynne McMillan	Individual	Governing Board Member
Peter Larmer	Individual	Governing Body member
John Pritchard	Individual	Board Member
Elva Anderson	Individual	Governing Body Member
Susan Rudge	Individual	Governing Body Member
Alan Henwood	Individual	Governing Body Member
Mike Higgins	Individual	Governing Board Member
Philip Donnelly	Individual	Trustee
Elly Crispin	Individual	Governing Body Member
Lisa Stamp	Individual	Governing Body Member
Maureen Medley	Individual	Governing Body Member
Victoria Harris	Individual	Board Member
Greg Tollan	Individual	Governing Body member
Katherine Anderson	Individual	Governing Body
Kathleen Smith	Individual	Governing Body Member
Jeanette Scott	Individual	Trustee
Julie Humphrey	Individual	Governing Body
Susan Hamilton	Individual	Trustee
Kathryn Thomson	Individual	Governing Body Member President
Kenneth Butler	Individual	Governing Body Member
Janet Mayberry	Individual	Governing Body

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

Application summary

Organisation name	Barnardos New Zealand
Amount requested	\$1806.32
Project name	Whangarei Dad's Camp
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	C/- PO Box 6434, Wellington
Postcode	6141
Group's bank account name:	Barnardos New Zealand
Group's bank account number:	06-0501-0509606-00
Group's GST number	10-146-321

Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")

Barnardos supports, challenges and empowers families and communities to make Aotearoa New Zealand the best place to be a child.

Each year, Barnardos Whangarei assist over 300 tamariki and their whanau to help them build resilience, confidence and practical outcomes that last a lifetime.

Who are your group's main contact(s) for this funding application?

Primary contact's name	Gay Keast
Position in group	Trusts & Grants Fundraiser
Email	gay.keast@barnardos.org.nz
Daytime phone number(s)	04 801 1763
Second contact's name	Shirley Drake
Position in group	Whangarei Child & Family Services Manager
Email	shirley.drake@barnardos.org.nz
Daytime phone number(s)	027 612 0453 & 09 556 0813

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?
2016-2017	Whangarei Dad's Fathers Day Event	\$1,950.00	yes

Does your group have a legal status?

<input checked="" type="checkbox"/>	Yes Please state your incorporated society or charitable trust registration number: 429055
-------------------------------------	--

☐ Attach a copy of your most recent set of financial accounts.

☐ Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

<input type="checkbox"/>	No, we are applying under the umbrella of:
--------------------------	--

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Whangarei Dad's Camp
When will this take place?	28th to 29th April 2018
Where will this take place?	Holy Ground Parua Bay Christian Youth Camp

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).


We are planning a Whangarei Dad's event for fathers, grandfathers, father-figures and their kids. This will be a fun and interactive event, and will be free for dads and their children to attend. It will be held at the Holy Ground Camp where there will be plenty of opportunities for dads and kids to play together and interact in a positive way with each other and provide the opportunity for dads to initiate support networks. Activities will include Bush walks, Kayaking, Fishing, Swimming. Barnardos Whangarei will also provide information and advice on parenting and offer other supports if required. The 2 days will be an opportunity for Barnardos and invited speakers to talk and interact with dads about the importance of their role as dads and the importance of play for their children. They will have the opportunity through the 2 days to meet with other dads, attend workshops and interact positively with their children. The aim of the noho is for dads to have healthier relationships, shared experiences and positive role modeling.

There isn't enough child and dad activities in our community. This event provides opportunity for Barnardos to have positive interactions and communication with dads. Our goals are for dads to have healthier relationships with their families, have knowledge of ongoing community supports and a healthier relationship with their children. Also to give advice and help to vulnerable families, companionship and to share experiences.

The Whangarei community will benefit from this event being held as we will be targeting dads that may not have been able to afford to take their children away due to the financial restraints and those who have identified a need to interact more positively with their children. Our goal is for dads to have healthier relationships with their families. We aim to deliver 3 workshops to dads, this would be by way of discussions with such topics as positive parenting and healthy relationships to help dads realize that they are the positive role models for their children.

Section 4: Project Budget

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST
	<input checked="" type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST
GST number	10-146-321	
Total project costs Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. <i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>		Amount \$
Venue Hire		\$782.61
Food and drink		\$723.71
Workshop Facilitator fees (koha to speakers)		\$300
(A) Total cost		\$ 1806.32

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
Project income e.g. ticket sales 50 x \$10 = \$500	Amount
Staffing and operational costs are our contribution	\$
	\$
	\$
Other sources of income e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising	
	\$
	\$
	\$
	\$
	\$
	\$
(B) Total funds available	\$ ⁰

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$ 1806.32
B: Less total funds available	\$ 0
C: Difference	\$ 1806.32
D: Amount requested	\$ 1806.32
If your group does not receive the full amount requested, how will you make up the difference?	
We will top it up from other fundraising streams.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications


I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Gay Keast
Signature	
Position in Group	Trusts & Grants Fundraiser
Date	9/2/18


Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☒ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement

(The following section is to be completed by a member of the umbrella group's management team)

Organisation name	
Incorporated society or charitable trust registration number:	
Contact person	
Position in the group	
Email	
Daytime phone number(s)	
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p>..... <i>Applicant organisation</i></p> <p>for its project</p> <p>..... <i>Project name</i></p>	
Signature	
Date	
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input checked="" type="checkbox"/> Previously applied | <input type="checkbox"/> Other (<i>please specify</i>) |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Great |

What could we change or do better?

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

Thank you!



QUOTE

Barnardos Whangarei, Tim Stiles; tim.stiles@barnardos.org.nz

Date
1 Feb 2018
Expiry
28 Mar 2018
Quote Number
QU-0009
Reference
Camp Hire 28th- 29th April
2018
GST Number
055-047-464

Northland Evangelical
Movement Inc
S Jaunay (Treasurer)
38 Tahere Road,
R D 5
Whangarei 0175

Description	Quantity	Unit Price	Amount NZD
quote camp hire 28th- 29th April 2018 based on 40 campers @\$15 pp (gst Incl) @ 1 night	40.00	15.00	600.00
plus half day early entry charge 9 am check in	1.00	200.00	200.00
use of kayaks& lifejackets	1.00	25.00	25.00
use of waterslide	1.00	25.00	25.00
booking/admin fee	1.00	50.00	50.00
TOTAL NZD			900.00

\$782.61 incl GST

Terms

A deposit if \$450 is required within 1 week 2 secure your booking, of which \$50 is a non-refundable,booking admin fee,.An invoice can be issued for this.

Preferred payment is by invoice post -camp with exact numbers charged.Payable within 7 days.

This quote is for numbers stated and actual charge may differ slightly, due to fluctuation in numbers.



Trolley

(49 items)

\$723.71 excl gst

\$832.27

\$62.50 savings

Plus delivery fee \$8.00

Save more with a Delivery Saver
Find out more here (/shop/content/delivery-saver)

Grocery

Bakery



(/Shop/ProductDetails?

Stockcode=275514&name=freyas-
toast-bread-

tuscan-mixed-

(/shop/productgroup/17652)



(/Shop/ProductDetails?

Stockcode=757015&name=instore-

bakery-bread-

rolls-plain-

crusty)

(/shop/productgroup/65151)



(/Shop/ProductDetails?

Stockcode=324760&name=instore-
bakery-

burger-buns-

(/shop/productgroup/17652)



(/Shop/ProductDetails?

Stockcode=840228&name=instore-
bakery-

muffins-

Deli & Chilled Foods



(/shop/productgroup/84037)

Freyas Toast Bread Tuscan Mixed Grain 750g

(/Shop/ProductDetails?Stockcode=275514&name=freyas-toast-
bread-tuscan-mixed-grain)

\$3.50 ea

5

\$17.50

Instore Bakery Bread Rolls Plain Crusty mega pack 20pk

(/Shop/ProductDetails?Stockcode=757015&name=instore-bakery-
bread-rolls-plain-crusty)

\$4.00 ea

5

\$20.00

Instore Bakery Burger Buns Plain 6pk (/Shop/ProductDetails?

Stockcode=324760&name=instore-bakery-burger-buns-plain)

\$3.00 ea

10

\$25.00

Instore Bakery Muffins Mixed 6pk (/Shop/ProductDetails?

Stockcode=840228&name=instore-bakery-muffins-mixed)

\$3.50 ea

10

\$35.00

vegetarian



Homebrand Milk Lite 3l (/Shop/ProductDetails?
Stockcode=282769&name=homebrand-milk-lite)

\$5.07 ea

[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=282769&name=homebrand-
milk-lite)

4

\$20.28



[\(/Shop/productgroup/84037\)](#)



Homebrand Milk Standard 3l (/Shop/ProductDetails?
Stockcode=282768&name=homebrand-milk-standard)

\$5.07 ea

[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=282768&name=homebrand-
milk-
standard)

4

\$20.28

Fruit & Vegetables



[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=155003&name=fresh-
produce-
apples-royal-

Fresh Produce Apples Royal Gala loose per kg

[\(/Shop/ProductDetails?Stockcode=155003&name=fresh-produce-
apples-royal-gala\)](#)

\$3.00 kg

4.00 kg

\$12.00



[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=133211&name=fresh-
produce-
bananas-

Fresh Produce Bananas Yellow loose per kg

[\(/Shop/ProductDetails?Stockcode=133211&name=fresh-produce-
bananas-yellow\)](#)

\$1.90 kg

4.00 kg

\$7.60



[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=154340&name=fresh-
produce-
lettuce-

Fresh Produce Lettuce Traditional Iceberg each

[\(/Shop/ProductDetails?Stockcode=154340&name=fresh-produce-
lettuce-traditional-iceberg\)](#)

\$2.50 ea

5

\$12.50



[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=144329&name=fresh-
produce-

Fresh Produce Onions Brown loose per kg (/Shop/ProductDetails?
Stockcode=144329&name=fresh-produce-onions-brown)

\$2.49 kg

2.00 kg

\$4.98



[\(/Shop/ProductDetails?\)](#)

[X Remove](#)
Stockcode=324084&name=fresh-
produce-
onions-red-
peeled)

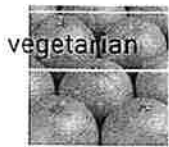
Fresh Produce Onions Red Peeled loose per kg

[\(/Shop/ProductDetails?Stockcode=324084&name=fresh-produce-
onions-red-peeled\)](#)

\$5.99 kg

2.00 kg

\$11.98



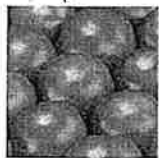
(/Shop/ProductDetails?

~~Stockcode~~=149885&name=fresh-
produce-
oranges-



(/Shop/ProductDetails?

~~Stockcode~~=146108&name=fresh-
produce-



(/Shop/ProductDetails?

~~Stockcode~~=149681&name=fresh-
produce-
tomatoes-nz



(/Shop/ProductDetails?

~~Stockcode~~=327378&name=butchery-
fresh-zone-
sausages-



(/Shop/ProductDetails?

~~Stockcode~~=598687&name=butchery-
stockhill-beef-
mince-
premium)



(/Shop/ProductDetails?

~~Stockcode~~=361893&name=countdown-
burger-
patties-beef-



(/Shop/ProductDetails?

~~Stockcode~~=703409&name=countdown-
chicken-
Baking

Fresh Produce Oranges Navel Imported loose per kg

(/Shop/ProductDetails?Stockcode=149885&name=fresh-produce-
oranges-navel-imported)

\$4.50 kg

3.90 kg

\$17.55

Fresh Produce Pineapple Whole each (/Shop/ProductDetails?

Stockcode=146108&name=fresh-produce-pineapple-whole)

\$3.00 ea

4

\$12.00

Fresh Produce Tomatoes Nz loose per kg (/Shop/ProductDetails?

Stockcode=149681&name=fresh-produce-tomatoes-nz)

\$3.00 kg

3.00 kg

\$9.00

Butchery Fresh Zone Sausages Traditional Beef prepacked 9pk

(/Shop/ProductDetails?Stockcode=327378&name=butchery-fresh-
zone-sausages-traditional-beef)

\$12.00 ea

5

\$60.00

Butchery Stockhill Beef Mince Premium 500g pack

(/Shop/ProductDetails?Stockcode=598687&name=butchery-
stockhill-beef-mince-premium)

\$10.00 ea

4

\$36.00

Countdown Burger Patties Beef 600g 6pk (/Shop/ProductDetails?

Stockcode=361893&name=countdown-burger-patties-beef-600g)

\$7.99 ea

10

\$66.60

Countdown Chicken Whole each 1.9kg (/Shop/ProductDetails?

Stockcode=703409&name=countdown-chicken-whole)

\$16.00 ea

3

\$48.00

special vegetarian [ProductDetails?Stockcode=265153&name=cerebos-salt-iodised-table-drum\)](#)



Cerebos Salt Iodised Table Drum 300g ([/Shop/ProductDetails?Stockcode=265153&name=cerebos-salt-iodised-table-drum\)](#)

\$1.50 ea was \$1.69

[\(/Shop/ProductDetails?](#)

~~Stockcode=265153&name=cerebos-salt-iodised-~~

1

\$1.50

~~table-drum)~~

[\(/shop/productgroup/17652\)](#)



Countdown Herbs Mixed 12g ([/Shop/ProductDetails?Stockcode=251120&name=countdown-herbs-mixed\)](#)

\$2.00 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=251120&name=countdown-herbs-mixed)~~

1

\$2.00



[\(/shop/productgroup/84037\)](#)



Essentials Garlic Minced 250g ([/Shop/ProductDetails?Stockcode=34783&name=essentials-garlic-minced\)](#)

\$2.59 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=34783&name=essentials-garlic-minced)~~

1

\$2.59



Fruit O Water Ices Flavoured Icepops 850ml 10pk
([/Shop/ProductDetails?Stockcode=352577&name=fruit-o-water-ices-flavoured-icepops-850ml\)](#))

\$2.39 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=352577&name=fruit-~~

~~o-water-ices-flavoured-icepops-~~

10

\$15.00



Homebrand Pepper Black Ground 50g ([/Shop/ProductDetails?Stockcode=27761&name=homebrand-pepper-black-ground\)](#)

\$2.99 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=27761&name=homebrand-pepper-black-~~
~~Breakfast Foods)~~

1

\$2.99



[\(/shop/productgroup/108428\)](#)

Countdown Cereal Honey Poppas 375g ([/Shop/ProductDetails?Stockcode=584490&name=countdown-cereal-honey-poppas\)](#)

\$4.00 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=584490&name=countdown-cereal-honey-~~

2

\$8.00



[\(/shop/productgroup/17652\)](#)



Countdown Cereal Multigrain 500g ([/Shop/ProductDetails?Stockcode=584493&name=countdown-cereal-multigrain\)](#)

\$5.00 ea

[\(/Shop/ProductDetails?](#)

~~Stockcode=584493&name=countdown-~~

2

\$10.00



(/Shop/ProductDetails?
Stockcode=322927&name=select-cereal-great-start-
cereal-great-
(/Shop/productgroup/17652)



(/Shop/ProductDetails?
Stockcode=765278&name=select-marmalade-
marmalade-
orange)
(/Shop/productgroup/17652)



(/Shop/ProductDetails?
Stockcode=765351&name=select-raspberry-
raspberry-
jam)

Canned & Prepared Foods



(/Shop/ProductDetails?
Stockcode=44429&name=sanitarium-
meat-
alternative-



(/Shop/ProductDetails?
Stockcode=270814&name=watties-
potatoes-
chopped-with-
basil)

Chocolate, Sweets & Snacks



(/Shop/ProductDetails?
Stockcode=313809&name=bluebird-
multi-pack-
originals-



(/Shop/ProductDetails?Stockcode=364841&name=tasti-mega-nuts-nut-bar-caramel-240g)

Select Cereal Great Start Berry 500g (/Shop/ProductDetails?
Stockcode=322927&name=select-cereal-great-start-berry)

\$5.49 ea

2

\$10.98

Select Marmalade Orange 500g (/Shop/ProductDetails?
Stockcode=765278&name=select-marmalade-orange)

\$3.00 ea

1

\$3.00

Select Raspberry Jam 500g (/Shop/ProductDetails?
Stockcode=765351&name=select-raspberry-jam)

\$3.00 ea

1

\$3.00

Sanitarium Meat Alternative Casserole Mince 415g
(/Shop/ProductDetails?Stockcode=44429&name=sanitarium-meat-
alternative-casserole-mince)

\$5.90 ea

2

\$11.80

Wattie's Potatoes Chopped With Basil 400g
(/Shop/ProductDetails?Stockcode=270814&name=watties-
potatoes-chopped-with-basil)

\$1.95 ea

3

\$3.99

Bluebird Multi Pack Originals Combo 18pk (/Shop/ProductDetails?
Stockcode=313809&name=bluebird-multi-pack-originals-combo)

\$5.00 ea

5

\$25.00



Tasti Mega Nuts Nut Bar Caramel 240g 6pk (/Shop/ProductDetails? Stockcode=364841&name=tasti-mega-nuts-nut-bar-caramel-240g)

\$3.00 ea was \$3.99

[\(/Shop/ProductDetails?](#)

5

\$15.00

[Stockcode=364841&name=tasti-](#)

[mega-nuts-](#)

[\(/Shop/ProductDetails?Stockcode=750836&name=tasti-mega-nuts-nut-bar-nutty-crunch-40g-each\)](#)



Tasti Mega Nuts Nut Bar Nutty Crunch 40g Each 6pk

(/Shop/ProductDetails?Stockcode=750836&name=tasti-mega-nuts-nut-bar-nutty-crunch-40g-each)

\$3.00 ea was \$3.99

[\(/Shop/ProductDetails?](#)

[Stockcode=750836&name=tasti-](#)

[mega-nuts-](#)

5

\$15.00

[nut-bar-nutty-](#)

[crunch-40g-](#)

[\(/Shop/ProductDetails?Stockcode=741695&name=tasti-mega-nuts-nut-bar-peanut-butter-40g-each\)](#)



Tasti Mega Nuts Nut Bar Peanut Butter 40g Each 6 x 40g bars 6pk

(/Shop/ProductDetails?Stockcode=741695&name=tasti-mega-nuts-nut-bar-peanut-butter-40g-each)

\$3.00 ea was \$3.99

[\(/Shop/ProductDetails?](#)

[Stockcode=741695&name=tasti-](#)

[mega-nuts-](#)

5

\$15.00

[nut-bar-](#)

[peanut-](#)

[\(/Shop/ProductDetails?Stockcode=364842&name=tasti-meganuts-nut-bar-double-choc-240g\)](#)



Tasti Meganuts Nut Bar Double Choc 240g 6pk

(/Shop/ProductDetails?Stockcode=364842&name=tasti-meganuts-nut-bar-double-choc-240g)

\$3.00 ea was \$3.99

[\(/Shop/ProductDetails?](#)

[Stockcode=364842&name=tasti-](#)

[mega-nuts-](#)

5

\$15.00

[nut-bar-](#)

[double-choc-](#)

[\(/shop/productgroup/84037\)](#)



Tasti Milkies Muffin Bar Choc Strawberry 200g 10pk

(/Shop/ProductDetails?Stockcode=292870&name=tasti-milkies-muffin-bar-choc-strawbery-200g)

\$4.29 ea

[\(/Shop/ProductDetails?](#)

[Stockcode=292870&name=tasti-](#)

[milkies-](#)

3

\$12.87

[muffin-bar-](#)

[choc-](#)

[\(/shop/productgroup/84037\)](#)



Tasti Muffin Bakes Muffin Bar Choc Caramel 240g

(/Shop/ProductDetails?Stockcode=967951&name=tasti-muffin-bakes-muffin-bar-choc-caramel)

\$3.89 ea

[\(/Shop/ProductDetails?](#)

[Stockcode=967951&name=tasti-](#)

[muffin-bakes-](#)

3

\$11.67

[muffin-bar-](#)

[choc-](#)

[Cleaning & Homecare](#)



[\(/shop/productgroup/17652\)](#)



vegetarian

Homebrand Dishwash Liquid 2l (/Shop/ProductDetails? Stockcode=293487&name=homebrand-dishwash-liquid)

\$2.49 ea

(/Shop/ProductDetails?

X Remove

Stockcode=293487&name=homebrand-dishwash-

1

\$2.49



Whangarei Council Rubbish Bags 5pk (/Shop/ProductDetails? Stockcode=268854&name=whangarei-council-rubbish-bags)

\$13.99 ea

(/Shop/ProductDetails?

X Remove

Stockcode=268854&name=whangarei-council-

1

\$13.99

Double-bag) & Cold



(/shop/productgroup/17652)

Countdown Water Still Spring 600ml bottles 24pk (/Shop/ProductDetails? Stockcode=489991&name=countdown-water-stil-spring)

\$10.00 ea

(/Shop/ProductDetails?

Stockcode=489991&name=countdown-

X Remove water-stil-spring)

7

\$70.00

Frozen Foods



(/shop/productgroup/84037)

Crofters Cheesecake Boysenberry 475g (/Shop/ProductDetails? Stockcode=365650&name=crofters-cheesecake-boysenberry)

\$8.89 ea

(/Shop/ProductDetails?

Stockcode=365650&name=crofters-cheesecake-

2

\$17.78

boysenberry)

(/Shop/ProductDetails? Stockcode=512234&name=linda-mccartney-frozen-meal-vegetarian-mshrmspin-

burgers)



Linda McCartney Frozen Meal Vegetarian Mshrm/spin Burgers 2pk (/Shop/ProductDetails? Stockcode=512234&name=linda-mccartney-frozen-meal-vegetarian-mshrmspin-burgers)

\$6.50 ea was \$7.99

(/Shop/ProductDetails?

Stockcode=512234&name=linda-

X Remove mcartney-frozen-meal-

5

\$32.50

vegetarian-

(/Shop/ProductDetails? Stockcode=555978&name=sara-lee-cheesecake-choc-orange)



Sara Lee Cheesecake Choc & Orange 495g (/Shop/ProductDetails? Stockcode=555978&name=sara-lee-cheesecake-choc-orange)

\$7.50 ea was \$8.50

(/Shop/ProductDetails?

Stockcode=555978&name=sara-

2

\$15.00

lee-

(/shop/productgroup/84037)



Select Cheesecake Cookies & Cream 410g (/Shop/ProductDetails? Stockcode=733208&name=select-cheesecake-cookies-cream)

\$6.50 ea

(/Shop/ProductDetails?

~~Stockcode=733206&name=select-~~
~~vegetarian-~~
~~cookies-~~
Meal Ingredients

2

\$13.00



(/Shop/ProductDetails?

~~Stockcode=893069&name=best-~~
foods-

2

\$17.98



mayonnaise-
(/shop/productgroup/17652)

Best Foods Mayonnaise Squeeze Bottle 591ml
(/Shop/ProductDetails?Stockcode=893069&name=best-foods-mayonnaise-squeeze-bottle)

\$8.99 ea

(/Shop/ProductDetails?

~~Stockcode=698862&name=essentials-~~
olive-oil)

1

\$5.00



(/shop/productgroup/84037)

Essentials Olive Oil 500ml (/Shop/ProductDetails?
Stockcode=698862&name=essentials-olive-oil)

\$5.00 ea

(/Shop/ProductDetails?

Stockcode=250962&name=leggos-

4

\$12.00

~~X~~ Leggos pasta-
sauce-italian-
herb)



(/shop/productgroup/84037)

Leggos Sugo Pasta Sauce Italian Herb 700g
(/Shop/ProductDetails?Stockcode=250962&name=leggos-sugo-pasta-sauce-italian-herb)

\$3.00 ea

(/Shop/ProductDetails?

~~Stockcode=259592&name=leggos-~~
tomato-paste-

1

\$4.49



Squeeze)
(/shop/productgroup/84037)

Leggos Tomato Paste Squeeze 400g (/Shop/ProductDetails?
Stockcode=259592&name=leggos-tomato-paste-squeeze)

\$4.49 ea

(/Shop/ProductDetails?

Stockcode=751247&name=watties-

2

\$7.38

~~X~~ Upside down-
tomato-
sauce)



Watties Upside Down Tomato Sauce squeeze bottle 560g
(/Shop/ProductDetails?Stockcode=751247&name=watties-upside-down-tomato-sauce)

\$3.69 ea

Savings

\$62.50

Subtotal

\$832.27

Delivery Fee

\$8.00

TOTAL (incl GST)

\$840.27

CLEAR TROLLEY (/SHOP/CLEARTROLLEY)

SAVE TROLLEY (/SHOP/SAVETROLLEY)

040

CHECKOUT (/SHOP/CHECKOUT)

vegetarian

My Delivery

[/Shop/DeliveryDetails](#)

♥ My Favourites

My Account

Contact Us

Help

Countdown

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Case Study from Tika Korero/Real Talk - Whangarei DAD's Group

Tom is a Māori dad who has been involved in Whangarei dads group for the past 2 years. He has a three year old girl whom he has not seen since she was a few months old. The mother of his daughter left him to go back to her ex-partner which he couldn't understand as the ex-partner was violent towards her. Soon after their separation Tom tried to work with her to sort out shared care, however mum was not responding and refused to give him any contact with their daughter and completely cut him off. He was not sure what to do and says he didn't know where to get help.

During this time he attended the Tika Korero/Real Talk – Whangarei DAD's kaupapa (program). This kaupapa was an opportunity for dads to have a safe space to korero, share journeys and uplift each other. Tom was amazed with the Mana Tane presentation from J. R and gained a wealth of knowledge about his Tupuna and Māori history. He says he went from there and shared the korero with his friends and whanau, and anyone who would listen. He then attended the next one and went a step further by creating a power point presentation of his own life journey.

Speaking with him he says; "It keeps me focused on my girl and gives me hope that I will see her soon. I'm gaining plenty of knowledge from other dads and feel supported and hope I am supporting them by sharing my journey".

Tom is keen to continue with the Tika Korero – Whangarei DADs program and would like to register to become a volunteer in supporting other dads. Barnardos keep in touch regularly with Tom and he knows are here to support him on his journey with his baby girl.

He has since found his ex-partner and is now going through the process of connecting with her to establish a relationship with his daughter.



Featherston Street Branch
170-186 Featherston Street, Wellington

ANZ Bank New Zealand Limited

Teller's initials
and stamp

Proceeds of cheques unavailable until cleared. ANZ does
not receive deposits marked for specific application. ANZ
is not responsible for delays in processing this deposit.

For credit of

Paid in by (Name of Depositor)

BARNARDO'S NEW ZEALAND

Deposit

Date

Notes

Coins

Sub Total Cash

Cheques
as per reverse.

\$

⑈000027 ⑈060501⑈ 0509606⑈00 ⑈ 64

Independent Auditor's Report

To the members of Barnardos New Zealand ("Barnardos")

Report on the Financial Statements

Opinion

We have audited the financial statements of Barnardos New Zealand Incorporated ("Barnardos") on pages 2 to 19, which comprise the statement of financial position of Barnardos as at 30 June 2017, and the statement of comprehensive revenue and expense, statement of changes in equity and statement of cash flows for the year then ended of the Barnardos, and the notes to the financial statements including a summary of significant accounting policies.

In our opinion, the financial statements on pages 2 to 19 present fairly, in all material respects, the financial position of Barnardos as at 30 June 2017 and its financial performance and cash flows for the year then ended in accordance with Public Benefit Entity Standards.

This report is made solely to Barnardos' members as a body. Our audit has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Barnardos and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (New Zealand). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report.

We are independent of Barnardos in accordance with Professional and Ethical Standard 1 (revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than in our capacity as auditor we have no relationship with, or interest in, Barnardos. Partners and employees of our firm may deal with Barnardos on normal terms within the ordinary course of trading activities of the business of the Barnardos.

Board Members' responsibilities for the financial statements

The Board Members are responsible, on behalf of the entity, for the preparation and fair presentation of the financial statements in accordance Public Benefit Entity Standards, and for such internal control as the Board Members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board Members are responsible for assessing on behalf of the entity Barnardos' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board Members either intend to liquidate Barnardos' or cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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



A further description of our responsibilities for the audit of the financial statements is located at the External Reporting Board website: <https://www.xrb.govt.nz/standards-for-assurance-practitioners/auditors-responsibilities>. This description forms part of our auditor's report.

A handwritten signature in blue ink, which appears to read 'Ernst & Young', is written over the printed name and date.

Wellington
7 September 2017

Barnardos New Zealand
Financial Statements for the year ended
30 June 2017



Barnardos

BARNARDOS NEW ZEALAND

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR ENDED 30 JUNE 2017

Page 2

	Note	2017 \$'000	2016 \$'000
Revenue			
Revenue from Non Exchange Transactions			
Ministry of Education		16,712	17,718
Childcare Subsidies		86	108
Ministry of Social Development		11,932	12,365
Funds Raised by Barnardos		5,812	5,932
Other Grants & Income		2,327	1,766
Revenue from Exchange Transactions			
Parent Fees		2,402	2,256
Other Income		360	355
Interest from Investments		389	485
Total Revenue		40,020	40,985
Expenses			
Employees	7	28,265	29,240
Administration		3,636	3,257
Occupancy		2,193	2,267
Fundraising		515	977
Service Delivery		2,820	3,127
Depreciation & Amortisation		1,804	1,923
Total Operating Expenses		39,233	40,791
Impairment		(99)	(384)
Grants for Capital Purposes (Non Exchange)	22	951	512
Net Surplus		1,639	322
Total Comprehensive Revenue & Expense		1,639	322

The accompanying notes on pages 6-19 form part of these financial statement

BARNARDOS NEW ZEALAND**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2017***Page 3*

	<u>2017</u> \$'000	<u>2016</u> \$'000
Opening Accumulated Funds	20,251	19,929
Net Surplus for the year	1,639	322
Total Comprehensive Surplus	<u>1,639</u>	<u>322</u>
Closing Accumulated Funds	<u>21,890</u>	<u>20,251</u>

The accompanying notes on pages 6-19 form part of these financial statement

BARNARDOS NEW ZEALAND

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2017

Page 4

	Note	2017 \$'000	2016 \$'000
Assets			
Property, Plant & Equipment	10	11,174	10,461
Intangible Assets	11	2,242	2,803
Total Non Current Assets		13,416	13,264
Cash and Cash equivalents	5	3,112	2,713
Short Term Investments	5	8,119	6,000
Trade & Other Receivables - exchange	8	173	115
Trade & Other Receivables - non exchange	9	2,029	2,534
Assets held for Sale			201
Prepayments		259	91
Total Current Assets		13,692	11,654
Total Assets		27,108	24,918
Equity			
Accumulated Funds		21,890	20,251
Total Equity		21,890	20,251
Liabilities			
Provisions	16	64	64
Total Non Current Liabilities		64	64
Deferred Grant Revenue	14	849	605
Funds held in trust for others	15	98	24
Trade & Other Payables	13	2,127	2,149
Employee Entitlements	17	2,080	1,825
Total Current Liabilities		5,154	4,603
Total Liabilities		5,218	4,667
Total Equity and Liabilities		27,108	24,918

These financial statements were authorised for issue by the Board on 7th September 2017. For and on behalf of the Board:



James Te Puni
Chairperson



Graeme Mitchell
Board member

The accompanying notes on pages 6-19 form part of these financial statements

BARNARDOS NEW ZEALAND

STATEMENT OF CASH FLOW FOR THE YEAR ENDED 30 JUNE 2017

Page 5

	Note	<u>2017</u> \$'000	<u>2016</u> \$'000
Cash flows from operating activities			
Cash was provided from:			
Service grants, fees and subsidies		34,830	35,016
Funds raised by Barnardos		5,812	5,868
Interest received		389	485
		<u>41,031</u>	<u>41,369</u>
Cash was applied to:			
Payments to employees		(28,010)	(26,893)
Suppliers of goods & services		(8,907)	(12,184)
		<u>(36,917)</u>	<u>(39,077)</u>
Net Cash flows from operating activities	18	<u>4,114</u>	<u>2,292</u>
Cash flows from investing activities			
Cash was provided from:			
Disposal of property		710	272
		<u>710</u>	<u>272</u>
Cash was applied to:			
Purchase of short term investments		(2,119)	(3,000)
Purchase of property, plant & equipment		(2,087)	(1,390)
Purchase of intangible assets		(219)	(31)
		<u>(4,425)</u>	<u>(4,421)</u>
Net cash flows applied to investing activities		<u>(3,715)</u>	<u>(4,149)</u>
Net increase in cash and cash equivalents		399	(1,857)
Opening cash brought forward		2,713	4,570
Net increase in cash and cash equivalents		399	(1,857)
Closing cash and cash equivalents carried forward	5	<u>3,112</u>	<u>2,713</u>

The accompanying notes on pages 6-19 form part of these financial statements

Note 1: Reporting Entity

Barnardos is a public benefit entity for the purpose of financial reporting. Its registered office is at 181 Vivian Street, Wellington, New Zealand. Barnardos is a Society incorporated under the Charitable Trusts Act 1957 and incorporated in New Zealand. Barnardos is a registered Charity under the Charities Act 2005 in New Zealand where it is domiciled.

The primary objective of Barnardos is to provide social service support and childcare services for children and families, rather than making a financial return.

Note 2: Summary of Significant Accounting Policies**a) Statement of Compliance and basis of preparation**Statement of compliance

The financial statements have been prepared in accordance with the Charities Act 2005, which requires compliance with generally accepted accounting practice in New Zealand ("NZ GAAP"). The financial statements of Barnardos comply with Tier 1 Public Benefit Entity (PBE) standards.

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

The functional and presentation currency for these financial statements is New Zealand Dollars rounded to the nearest thousands of dollars.

Measurement Basis

The financial statements have been prepared on the historical cost basis, except where provided for within specific accounting policies.

b) Changes in accounting policies

There have been no changes in accounting policies during the year.

c) Accounting standards and interpretations issued but not yet effective

The standards and interpretations that are issued, but not yet effective, up to the date of the issuance of Barnardos financial statements are disclosed below: Barnardos intends to adopt these standards, if applicable, when they become effective:

Reference	Title	Summary	Application date of standard	Impact on Barnardos financial report	Application date for Barnardos
PBE IPSAS 39	Employee Benefits	The requirements of IPSAS 39 are substantially the same as the requirements for employee benefits in IPSAS 25	1 January 2019	No anticipated impact	1 July 2019
PBE IPSASs 21 and 26 plus consequential amendments to PBE IPSAS 17 and PBE IPSAS 31	Impairment of Revalued Assets, Property, Plant and Equipment and Intangible Assets	Brings assets measured at revalued amounts within the scope of the standards	1 January 2019	No anticipated impact	1 July 2019

We also note that the XRB have recently consulted on the introduction of a service performance reporting standard, potentially for reporting dates on or after 1 January 2021. This standard will require all Tier 1 and Tier 2 Not for Profit PBE's such as Barnardos to prepare service performance reporting.

d) Foreign currency transactions

Transactions in foreign currencies are recorded in New Zealand dollars (\$) by applying the exchange rates ruling at the date of the transaction. Any assets or liability at balance date, denominated in foreign currency, are translated at the effective rate on that day.

e) Cash and cash equivalents

Cash and cash equivalents in the balance sheet comprise cash at bank, cash on hand and short term deposits with original maturity of three months or less that are readily converted to known amounts of cash and which are subject to a minimal risk of changes in value.

f) Financial instruments

Barnardos principal financial instruments comprise cash and cash equivalents, short term investments, trade and other receivables, and trade and other payables which arise directly from the day to day operations of Barnardos.

All financial assets and liabilities recognised in the Balance Sheet, whether they are carried at cost or fair value, are recognised at amounts that represent a reasonable approximation of fair value, unless otherwise stated in the applicable notes.

Receivables are recognised at the original invoice amount less impairment losses. Receivables are assessed for impairment at each balance date. If there is objective evidence of impairment, an impairment loss is recognised in the Statement of Revenue and Expense. Receivable balances are monitored on an on-going basis with the result that the exposure to bad debts is not significant.

g) Non-Current Assets Held for Sale

Property previously held to generate income but identified as available for sale, and is no longer required, is classified as property held for sale. This classification is used where the carrying amount of the property will be recovered through sale, the property is available for immediate sale in its present condition and the sale is highly probable.

Property held for sale is recorded at the lower of the carrying amount and fair value less costs to sell. From the time a property is classified as held for sale, depreciation is no longer charged on the improvements.

h) Property, plant and equipment

Property, plant and equipment is stated at historical cost less accumulated depreciation and any impairment losses. Cost includes expenditures that are directly attributable to the acquisition of that asset. Purchased software that is integral to the functionality of that equipment is capitalised as part of that equipment. When components of an item of property, plant and equipment have different useful lives, they are depreciated as separate items (major components) of that property, plant and equipment.

Land is stated at cost. Buildings are stated at cost less accumulated depreciation and any impairment losses. All other assets are stated at historical cost less accumulated depreciation and any impairment losses.

Depreciation

Depreciation is calculated on a straight line basis over the estimated useful life of the assets as follows:

• Land	Not depreciated
• Buildings	7-50 years
• Furniture fixtures and fittings	5-15 years
• Computer equipment	3-5 years
• Motor vehicles	5 years

The residual value of assets is reassessed annually. The asset's residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate at the end of each financial year.

Disposals

An item of property and equipment is de-recognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on de-recognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in operating surplus or deficit in the year the asset is de-recognised.

i) Leases

The determination of whether an arrangement is or contains a lease is based on the substance of the arrangement and requires an assessment of whether the fulfilment of the arrangement is dependent on the use of a specific asset or assets and the arrangement conveys a right to use the asset.

j) Intangible Assets

Intangible assets are measured at cost less accumulated amortisation. These intangible assets comprise of information systems and intellectual property, which are amortised using the straight line method over a period of 3 -10 years as appropriate for each system.

Development expenditure is capitalised only if the expenditure can be measured reliably, the product or process is technically and commercially feasible, future service provision and economic benefits are probable and the organisation intends to and has sufficient resources to complete development and to use or sell the asset. Otherwise, it is expensed as incurred.

k) Impairment of non-financial assets**Impairment of cash generating assets**

For non-financial cash generating assets, Barnardos assesses at each reporting date whether there is an indication that an asset may be impaired. If any such indication exists the assets recoverable amount is estimated and an impairment is recognised if the carrying amount is less than the recoverable amount. The recoverable amount is the greater of its value in use and its fair value less costs to sell. Value in use is estimated using future cash flows and discounted using a discount rate that reflects current market rates and risks specific to that asset.

Impairment of non-cash generating assets

For non-financial cash generating assets, Barnardos assesses at each reporting date whether there is an indication that an asset may be impaired. If any such indication exists the assets recoverable amount is estimated and an impairment is recognised if the carrying amount is less than the recoverable amount.

l) Provisions

A provision is recognised when there is a present legal or constructive obligation as a result of a past event and it is probable that an outflow of resources embodying the economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation. Any movement in the provision if applicable over time is recognised in profit or loss.

m) Employee Entitlements

A provision for employee entitlements is recognised for benefits earned by employees but not paid at reporting date. Employee benefits include salaries, wages, annual leave, long service leave and sick leave.

n) Equity

Equity is measured as the difference between total assets and total liabilities

o) Revenue Recognition

Revenue is recognised to the extent that it is probable that the economic benefits or service potential will flow to the entity and the revenue can be reliably measured, regardless of when the

payment is being made. The specific recognition criteria described below must also be met before revenue is recognised.

Revenue from non-exchange transactions:

Government grants and funding: Revenues from non-exchange transactions with the Government are recognised when the entity obtains control of the transferred asset (cash, goods, services, or property), and:

- it is probable that the economic benefits or service potential related to the asset will flow to the entity and can be measured reliably; and
- the transfer is free from conditions that require the asset to be refunded or returned to the Government if the conditions are not fulfilled
- Revenue from government grants and funding is measured at the fair value of the assets (cash, goods, services, or property) transferred over to the entity at the time of transfer.

To the extent that there is a condition attached that would give rise to a liability to repay the grant amount or to return the granted asset, a deferred revenue liability is recognised instead of revenue. Revenue is then recognised only once the entity has satisfied these conditions.

Revenue from exchange transactions:

Are transactions in which Barnardos receives services, cash or assets and directly gives approximately equal value, primarily in the form of cash, goods, services or use of assets, to another individual or entity in exchange. Revenue is recognised in comprehensive revenue and expense on an accruals basis when earned.

- Interest income is recognised using the effective interest rate method as the right to receive interest arises.
- Rental income is recognised when it is due.
- Parent childcare payments are recognised when they are due.

p) Income and other taxes

Barnardos is exempt from income tax pursuant to sections CW 41 and CW 42 within the Income Tax Act 2007. Revenues, expenses and assets are recognised net of the amount of GST. Receivables and payables are stated inclusive of GST.

Note 3: Significant accounting judgements, estimates and assumptions

In preparing these financial statements Barnardos has made estimates and assumptions regarding the foreseeable future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Revisions to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected.

The estimates and assumptions that may have a material impact on the carrying amounts of assets and liabilities within the next financial year include the following:

- Useful lives of Property, Plant and Equipment
- Impairment

- Deferred revenue recognition

Note 4: Capital Management

For the purposes of Barnardos capital management, capital represents its equity, including accumulated comprehensive revenue and expenses and all equity reserves attributable to the organisation. Equity is represented by Net Assets. Barnardos manages its capital largely as a by-product of managing its revenue, expenses, assets, liabilities and general financial dealings.

The primary objective of Barnardos capital management is to achieve long term sustainable benefit to the children of New Zealand. In order to achieve this overall objective, Barnardos has in place asset management plans for major classes of assets, detailing renewals and planned maintenance.

Note 5: Cash and Short term Investments

	<u>2017</u>	<u>2016</u>
	<u>\$'000</u>	<u>\$'000</u>
Cash and Cash Equivalents		
Cash in bank and on hand	3,112	2,713
Total Cash and Cash Equivalents	<u>3,112</u>	<u>2,713</u>
Short Term Investments		
Short term deposits with an original maturity of 91 days or more	8,119	6,000
Total Short Term Investments	<u>8,119</u>	<u>6,000</u>
Total Cash and Short Term Investments	<u>11,231</u>	<u>8,713</u>

Cash and cash equivalents include cash in bank, on hand and short term deposits with an original maturity of 90 days or less. Short term investments comprise of term deposits with an original maturity between 91 to 365 days. Interest is earned at the respective short term or on call rate.

Note 6: Financial Assets and Financial Liabilities

Barnardos principal financial instruments comprise cash and cash equivalents, trade and other receivables, and trade and other payables which arise directly from the day to day operation of Barnardos.

The main risks arising from Barnardos financial instruments are interest rate risk, liquidity risk and credit risk. The Board reviews and agrees the "risks that matter" for Barnardos on an annual basis. One of the top "risks that matter" for Barnardos is management of resources, which includes financial sustainability. Policies for managing risks in relation to financial sustainability in respect of interest rate, liquidity and credit are summarised below:

All assets and liabilities recognised in the Balance Sheet, whether they are carried at cost or fair value, are recognised at amounts that represent a reasonable approximation of fair value, unless otherwise stated in the applicable notes.

BARNARDOS NEW ZEALAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

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Interest rate risk

Barnardos exposure to market interest rates relates primarily to cash and cash equivalents. At 30 June 2017 Barnardos only invested in fixed interest products and had no significant exposure to interest rate risk (2016: Nil).

Liquidity risk

Barnardos seeks to ensure financial liquidity in the short term and financial sustainability in the long term. Part of this requirement is to ensure that the current assets are sufficient to meet current liabilities and short term capital commitments. A working capital ratio of 2:1 is the target to achieve this outcome. Finance leases are utilised where it is not cost effective for Barnardos to own the asset. As at 30 June 2017 the working capital ratio was 2.66:1. (2016: 2.53:1)

Credit risk

Credit risk arises from the financial assets of Barnardos which comprise cash and short term investments, and trade and other receivables. The exposure to credit risk arises from the default of a counter party with a maximum exposure equal to the carrying amount of these instruments. Barnardos does not hold any credit derivatives to offset the credit exposure. Barnardos trades only with creditworthy parties and as such, collateral is not requested. Barnardos invests majority of its cash in term deposits with ANZ Bank New Zealand Limited ('ANZ'). ANZ has a Standard & Poors credit rating of AA-.

Note 7: Employee Expenses

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
Salaries & Wages	26,171	26,096
Termination benefits	30	28
Other employee benefits	2,064	3,116
Total Employee Expenses	28,265	29,240

Note 8: Receivables from Exchange Transactions

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
Trade Receivables from exchange transactions	207	199
Allowance for impairment	(34)	(84)
Net Trade Receivables from exchange transactions	173	115

Trade receivables include mainly receivables from parents. Trade receivables are non-interest bearing and are generally on terms of 30 to 90 days.

BARNARDOS NEW ZEALAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

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Movement of Allowance for Impairment Loss	<u>2017</u> \$'000	<u>2016</u> \$'000
As at 1 July 2016	84	84
Utilised	(16)	
Unused amounts reversed	(34)	
As at 30 June 2017	34	84

As at 30 June the Ageing Analysis of Trade Receivables from exchange transactions is as follows:

	<u>2017</u>			<u>2016</u>		
	Gross \$'000	Impairment \$'000	Net \$'000	Gross \$'000	Impairment \$'000	Net \$'000
Not Past Due or impaired	66		66	90		90
Past due 1 - 30 days	52		52	50	(25)	25
Past due 31 - 60 days	9		9	27	(27)	0
Past due 61 days +	80	(34)	46	32	(32)	0
	207	(34)	173	199	(84)	115

Note 9: Receivables from Non Exchange Transactions

	<u>2017</u> \$'000	<u>2016</u> \$'000
Receivables from non exchange transactions	2,029	2,534
Net Receivables from non exchange transactions	2,029	2,534

Receivables from non-exchange transactions are non-interest bearing and are generally on terms of 30 to 90 days.

BARNARDOS NEW ZEALAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

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Note 10: Property Plant and Equipment

\$'000	Land	Buildings	Capital work in progress	Computer Equipment	Furniture & Fittings	Motor Vehicles	Total
Cost or Valuation							
Balance at 1 July 2015	2,290	10,738	-	2,306	1,980	1,889	19,203
Additions	-	161	738	272	57	38	1,266
Write offs and disposals	-	(290)	-	(789)	(67)	(104)	(1,250)
Transfers to held for sale	-	(554)	-	(696)	(44)	-	(1,294)
Balance at 30 June 2016	2,290	10,055	738	1,093	1,926	1,823	17,925
Balance at 1 July 2016	2,290	10,055	738	1,093	1,926	1,823	17,925
Additions	-	1,561	154	77	225	-	2,017
Write offs and disposals	(200)	(276)	-	(1)	(12)	(97)	(586)
Transfer to (from) capital work in progress	-	684	(738)	8	-	-	(46) ¹
Balance at 30 June 2017	2,090	12,024	154	1,177	2,139	1,726	19,310
Accumulated depreciation and impairment							
Balance at 1 July 2015	-	3,800	-	1,803	1,415	1,283	8,301
Depreciation expense	-	552	-	193	136	192	1,073
Write offs and disposals	-	(202)	-	(788)	(61)	(68)	(1,119)
Transfers to held for sale	-	(221)	-	(541)	(29)	-	(791)
Balance at 30 June 2016	-	3,929	-	667	1,461	1,407	7,464
Balance at 1 July 2016	-	3,929	-	667	1,461	1,407	7,464
Depreciation expense	-	541	-	188	122	160	1,011
Impairment	-	-	-	-	6	-	6
Write offs and disposals	-	(237)	-	(5)	(7)	(96)	(345)
Balance at 30 June 2017	-	4,233	-	850	1,582	1,471	8,136
Carrying Amounts							
At 30 June 2016	2,290	6,126	738	426	465	416	10,461
At 30 June 2017	2,090	7,791	154	327	557	255	11,174

¹ Transferred to operating expenses

BARNARDOS NEW ZEALAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

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Note 11: Intangibles

\$'000	Software	Capital work in progress	Intellectual Property	Total
Cost or Valuation				
Balance at 1 July 2015	4,647	-	240	4,887
Additions	31	137	253	421
Write offs and disposals	(587)	-	-	(587)
Transfers to held for sale	(218)	-	-	(218)
Balance at 30 June 2016	3,873	137	493	4,503
Balance at 1 July 2016	3,873	137	493	4,503
Additions	82	242	-	324
Write offs and disposals	-	-	-	-
Transfer capital work in progress	137	(137)	-	-
Transfers to held for sale	-	-	-	-
Balance at 30 June 2017	4,092	242	493	4,827
Accumulated amortisation and impairment				
Balance at 1 July 2015	1,369	-	203	1,572
Amortisation expense	733	-	118	851
Write offs and disposals	(586)	-	-	(586)
Transfers to held for sale	(137)	-	-	(137)
Balance at 30 June 2016	1,379	-	321	1,700
Balance at 1 July 2016	1,379	-	321	1,700
Amortisation expense	713	-	79	792
Impairment expense	-	-	93	93
Write offs and disposals	-	-	-	-
Transfers to held for sale	-	-	-	-
Balance at 30 June 2017	2,092	-	493	2,585
Carrying Amounts				
At 30 June 2016	2,494	137	172	2,803
At 30 June 2017	2,000	242	0	2,242

Note 12: Assets held for sale

Assets held for sale at 30 June 2017 are \$Nil. (2016: \$201,000)

Note 13: Trade and Other Payables

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
Trade Payables	1,118	765
Other Payables & Accruals	1,009	1,384
Total Trade and Other payables	2,127	2,149

Trade payables are non-interest bearing and are normally settled on 30 day terms

Note 14: Deferred Revenue

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
Ministry of Social Development	500	237
Other Grants	349	368
Total Deferred Grant Revenue	849	605

Deferred grant revenue relates to grants received from the Ministry of Social Development, and others, for the purpose of programmes to be delivered by Barnardos in order to support children's wellbeing in the community. One of the stipulations attached to the grants require Barnardos to return any unused grant monies if any of the stages of the programme is not completed within the timeframe specified in the grant agreement. Due to this return obligation, Barnardos has recognised the grant as deferred revenue. Revenue in relation to this grant is recognised as each stage of the service is delivered, and this return obligation is extinguished.

Note 15: Funds held in trust for others

	<u>2017</u>	<u>2016</u>
	\$'000	\$'000
Funds held in trust for others	98	24
Total funds held in trust for others	98	24

Funds held in trust for others represents funds that are not Barnardos own, but are administered by Barnardos on behalf of other entities.

Note 16: Make Good Provision

Make good provision at 30 June 2017 is \$64,000. (2016: \$64,000).

BARNARDOS NEW ZEALAND

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Page 18

a) Members of Barnardos are related parties. Membership is by invitation from the Board. Members may donate to Barnardos in any way and all transactions are at arm's length. There are no subscription or membership fees payable. At June 2017 the outstanding balance at year end was \$Nil (2016: \$Nil).

b) Every Child Counts (ECC) is a related party of Barnardos as it is made up of a coalition of Barnardos, Plunket, UNICEF and Save the Children. Barnardos employees complete work for ECC at no cost. There were no donations made to ECC for the year (2016: \$Nil). Amounts owed to Barnardos by ECC at 30 June 2017: \$Nil (2016:\$Nil)

c) Board Members. Board member fees for the year were \$60,000 (2016: \$65,000). No amounts were outstanding at 30 June 2017.

d) Employee benefits: Key management personnel include the Chief Executive and members of the Senior Leadership Team. In 2017 the Senior Leadership Team included 7 staff (2016: 7)

Key management personnel earned the following employment benefits during the year:

	<u>2017</u> \$'000	<u>2016</u> \$'000
Salaries and Wages	1,175	1,082
Annual leave entitlements	63	32
Termination payments	-	39
	1,238	1,153

Note 20: Commitments and Contingencies

a) Operating Lease Commitments

Barnardos has entered into commercial leases on certain land and buildings it uses. These have a lease life of 1-10 years, some with renewal options included in the contracts. There are no restrictions placed upon the lessee by entering into these leases.

Future minimum rentals payable under the non-cancellable operating leases as at 30 June 2017 are as follows:

	<u>2017</u> \$'000	<u>2016</u> \$'000
Within one year	1,182	806
After one year but no more than five years	2,510	1697
More than five years	754	1,029
Total minimum lease payments	4,446	3,532

b) Capital commitments

Capital commitments relating to construction or redevelopment of early learning centres and offices which were started in the 2017 financial year were \$178,000 (2016, \$418,000)

BARNARDOS NEW ZEALAND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2017

Page 17

Note 17: Employee Entitlements

Current employee entitlements represented by:	<u>2017</u> \$'000	<u>2016</u> \$'000
Salaries & Wages	784	654
Annual Leave	1,250	1,141
Sick Leave	46	30
Total Employee Entitlements	2,080	1,825

Note 18: Cash Flow Statement Reconciliation

	<u>2017</u> \$'000	<u>2016</u> \$'000
Net Surplus	1,639	322
Add/(deduct) Non Cash items		
Depreciation & amortisation	1,804	1,923
Impairment	99	384
Bad Debt write off	-	2
(Gain)/Loss on disposal of property plant and equipment	(258)	19
Changes in assets and liabilities		
(Increase)/decrease in trade and other receivables and prepayments	249	507
Increase/(decrease) in trade and other payables	9	(83)
Increase/(decrease) in provisions, including employee provisions	255	(164)
Increase/(decrease) in deferred revenue	317	(618)
Net cash from Operating Activities	4,114	2,292

Note 19: Related Party Transactions

Sales to and purchases from related parties are made in arm's length transactions both at normal market prices and on normal commercial terms. Outstanding balances at year-end, if any, are unsecured, interest free and settlement occurs in cash. No guarantees have been given or received by any of the related parties.

c) Contingent liabilities

Barnardos had no contingent liabilities at 30 June 2017. (2016: \$Nil)

Note 21: Auditors Remuneration

The auditor of Barnardos New Zealand is EY.

	<u>2017</u>	<u>2016</u>
	<u>\$'000</u>	<u>\$'000</u>
Audit of Financial statements	53	58
Other services	-	4
	<u>53</u>	<u>62</u>

Note 22: Capital Grants

Barnardos received grants to fund the cost of capital projects of \$951,000 which have been recognised in the net surplus in the 30 June 2017 financial year (2016: \$512,000).

Note 23: Events subsequent to balance date

Nothing of a material nature that requires specific disclosure occurred subsequent to balance date (2016: Nil).



12 February 2018

Community Funding
Whangarei District Council
Private Bag 9023
Whangarei 0148



Dear Community Funding Committee,

Building healthier relationships between Whangarei dads and their children

Please find enclosed an application for \$1806.32 (excl gst) towards a Whangarei Dad's Camp that will help dad's build healthier relationships with their families, and learn and gain knowledge and experience about good parenting.

Please find enclosed:

- Completed funding application form
- Quotes
- A case study
- Bank deposit slip
- Annual financials

Please contact me if you require more information. Thank you very much for considering our application.

Your sincerely,

Gay Keast

Trust and Grants Fundraiser

Gay.keast@barnardos.org.nz

Tel 04 8011763





Charity Summary

Registration Number: CC21844
Registration Date: 13/03/2008
Charity Name: Barnardos New Zealand Incorporated

Charity Details

Trading Name Barnardos

Name Change History

Date of Change	Name
14/03/2008	Barnardo's New Zealand Incorporated
12/02/2010	Barnardos New Zealand Incorporated

Registration Details

Registration Status: Registered
Balance Date: June 30
IRD Number: Restricted

Address for Service:

Charity's Postal Address: PO Box 6434
Marion Square
Wellington 6141

Charity's Street Address: Level 3
181 Vivian Street
Te Aro
Wellington 6011

Charity's other details

Phone: 04 3857560
Fax: 04 3826700
Email: BH.Reception@Barnardos.org.nz
Website: <http://www.barnardos.org.nz>
Facebook: <fb.com/BarnardosNZ>
Twitter:
Social Network Name:

Areas of Operation

New Zealand:	Nationwide
Percentage spent overseas	0

Purpose & Structure

Purpose Purpose

Through our unique combination of social services and high-quality childcare, we work with children from birth right through to 18 years old, helping ensure they have what they need to grow up healthy, safe, and happy.

Entity Structure

Barnardos NZ is a Society Incorporated under the Charitable Trusts Act 1957 and incorporated in New Zealand. Barnardos NZ is a registered Charity under the Charities Act 2005 in New Zealand.

Activities

Main Activity:	Provides services (e.g. care / counselling)
Activities:	Makes grants / loans to individuals, Provides services, Provides advice / information / advocacy, Sponsoers / undertakes research, Provides human resources, Provides buildings / facilities / open space

Sectors

Main Sector:	Social services
Sectors:	Education / training / research, Community development, Social services, Fund-raising, Other: Care & Support of Children

Beneficiaries

Main Beneficiary:	Children / young people
Beneficiaries:	Children / young people, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
29/11/2017	30/06/2017	40,020	39,233	AR011
15/12/2016	30/06/2016	40,008,000	39,814,000	AR010
19/11/2015	30/06/2015	40,797,324	42,122,216	AR009
16/12/2014	30/06/2014	44,618,734	43,882,424	AR008
18/12/2013	30/06/2013	45,483,936	46,363,910	AR007
17/12/2012	30/06/2012	47,822,904	49,369,413	AR006
20/02/2012	30/06/2011	52,011,815	51,294,657	AR005
20/12/2010	30/06/2010	53,273,009	52,621,277	AR004
14/01/2015	30/06/2009	54,855,000	54,719,000	AR003
21/10/2008	30/06/2008	49,360,770	46,373,971	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Shannon Pakura	Individual	Board member
Andrew Kissling	Individual	Board Member
Robyn Corrigan	Individual	Board Member
Katherine Rich	Individual	Board Member
Matt Reid	Individual	Board Member
Rachel Enosa-Saseve	Individual	Board Member
Yvonne Crichton Hill	Individual	Board Member
James Te Puni	Individual	Board Member

Past Officers

Name	Officer Type	Position
Linda Keesing-styles	Individual	Board Member
Gabrielle Huria	Individual	Board Member
Gerardine Clifford	Individual	Board member
Alison Paterson	Individual	Board Member
Daphne Rawstorne	Individual	Board Member (Deputy Chair)
Graeme Mitchell	Individual	Board Member
Ruth Payne	Individual	Board Member
Helen Hedges	Individual	Board member
Lynn McClelland	Individual	Board Member
Iona Holsted	Individual	Board member
Andrew Davidson	Individual	Board member
Andrew Davidson	Individual	Board member
Athol Mann	Individual	Board Member
Patricia Mckelvey	Individual	Board Member
Paul Baines	Individual	Board Member (chair)


WHANGAREI
DISTRICT COUNCIL

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

 RECEIVED
CUSTOMER SERVICES

20 MAR 2018

 WHANGAREI
DISTRICT COUNCIL

Application summary

Organisation name	Creative Fibre Northland.
Amount requested	\$ 2,000.00.
Project name	Creative Fibre Northland Area Expo
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	Mrs Nancy Jackson (Treasurer) 8 King St Kensington
Postcode	0112 Whangarei
Group's bank account name:	Creative Fibre Northland Exhibition Account
Group's bank account number:	ASB 12 3099 050 8261 - 00
Group's GST number	N/A.

Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")

To explore, create and inspire with fibre by spinning, weaving, felting, dyeing and other associated crafts.

Who are your group's main contact(s) for this funding application?

Primary contact's name	Lorraine Steel
Position in group	Expo Convenor
Email	lsteel@xtra.co.nz
Daytime phone number(s)	021 163 1448
Second contact's name	Nancy Jackson
Position in group	Area Treasurer
Email	rockyrun39@gmail.com
Daytime phone number(s)	09 435 0009

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?

Does your group have a legal status?



Yes

Please state your incorporated society or charitable trust registration number:

224 656



Attach a copy of your most recent set of financial accounts.



Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.



No, we are applying under the umbrella of:

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Creative Fibre Northland Area Expo
When will this take place?	July (5 th) 6 th 7 th 8 th 2018
Where will this take place?	Forum North, Whangarei.

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

We are staging an Expo of Crafters work to the public. The theme is "Something Old, Something New" with a theme display of heirloom work by members. We are including Guest Exhibitors displays of modern work. Creative Fibre members will exhibit their best works along with a fibre Challenge, raffles, People's Choice Award, Feedback Questionnaire and demonstrations of our crafts. A Children's Play Table will be set up for children to try felting, make pom poms and learn french knitting. They are tomorrow's crafters. There are approx 40-50 people already involved in various aspects of organising this event. Many more have volunteered their help when & where needed.

We feel this is a worthwhile event to display our skills to each other and the public and encourage others to join Creative Fibre. If funding is approved we do not need to drain our resources, leaving some funds still in the account for future Exhibitions.

Community Funding Application Form

LMSheel
Expo Convenor.

Your contribution to the project	
Project income e.g. ticket sales $50 \times \$10 = \500	Amount
Exhibit Entry Fees $70 \times \$2$	\$ 140.00
Raffles $6 \times \$120 \text{ each}$	\$ 720.00
Door Entry $120 \text{ per day} @ \$2 \times 360$	\$ 720.00
Traders $8 \times \$50$	\$ 400.00
Other sources of income e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising	
Donation - Carding Shed	\$ 50.00
* Seeding Fund from Business Saver A/c	\$ 1000.00
* Exhibition Cheque Account	\$ 139.92
Catalogue Sales $50 \times \$2.50$	\$ 125.00
	\$
	\$
(B) Total funds available	\$ 3293.92

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$ 3849.75
B: Less total funds available	\$ 1138.92
C: Difference	\$ 2710.83
D: Amount requested	\$ 2000.00
If your group does not receive the full amount requested, how will you make up the difference?	
We will have to take funds from the Business Saver Account	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Korraine Steel
Signature	Km Steel
Position in Group	Expo Convenor
Date	20-3-2018

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☒ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input checked="" type="checkbox"/> Previously applied | <input type="checkbox"/> Other (please specify) |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Great |

What could we change or do better?


3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

Thank you!

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement <i>(The following section is to be completed by a member of the umbrella group's management team)</i>	
Organisation name	
Incorporated society or charitable trust registration number:	
Contact person	
Position in the group	
Email	
Daytime phone number(s)	
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p>..... <i>Applicant organisation</i></p> <p>for its project</p> <p>..... <i>Project name</i></p>	
Signature	
Date	
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	



ASB BANK LIMITED
WARKWORTH

Deposit

Date _____

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		
\$		

Depositor's Name _____

Reference

--	--	--	--	--	--	--

Credit account of _____

CREATIVE FIBRE NORTHLAND EXHIBITION ACC

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

⑈ 123099⑈ 0508261⑈00 ⑈ 57

CREATIVE FIBRE NORTHLAND – FINANCIAL REPORT 2017.

Bank balance at 31st Dec 2016

\$2,986-80

INCOME 2017

Subs and Affiliations,	\$2,884-00
Area Meetings, door takings	\$140-00
Raffles	358-00
Trading table	76-40
	574-40
Interest	100-00
Diaries	625-00
	<hr/>
	\$4,183-40

EXPENSES

Affiliations	\$2,302-00
Gifts (travel A. Hauptli)	576-00
Area meeting travel & rent	512-00
Accounting	287-50
Printing and stationery	27-50
Diaries	600-00
	<hr/>
	\$4,305-00

Bank balance 31stDec 2017 \$2,370-20

Business Saver (51) exhibition	\$4,846.03
Term Deposit (73) matures 23-03-18 EDUCATION	5,000-00
Term Deposit (74) matures 12-05-18 education	8,360-55
Education cheque at 30-11-17	660-56
Exhibition cheque at 30-11-17	138-92



Creative Fibre Northland
Exhibition Account
M Jackson
8 King Street
Kensington
Whangarei 0112

Society Cheque account

Account no 12-3099-0508261-00
Opening date 31 Jan 18
Statement no 331
Page no 1 of 1

Transaction details		MTS	Particulars	Code	Reference	Debit/Withdrawal \$	Deposit \$	Balance \$
Date	Other Party							
31 Jan	Opening Balance							138.92
28 Feb	Closing Balance							138.92
Balances other accounts								
51	Business Saver							\$ 4,946.03
Total								4,846.03

6-8 July 18*

Booked 5th - Set up

Northland Area Exhibition

Start Date	Fri 14 Jul 2017 08:00:00 am	Co-ordinator	Elly Girbin Tel: 09 430 4244 x 8753
End Date	Sun 16 Jul 2017 11:00:00 pm	Salesperson	Elly Girbin Tel: 09 430 4244 x 8753
		Reference	4345
Client	Pam Mutch Creative Fibre 205 Cemetery Road RD 9 Whangarei . 0179	Status	CONFIRMED
		Date Booked	25/11/2015 12:13:00p.m.
		Tel	09 4308325
		Fax	
		Email	pmutch@ihug.co.nz

Rooms Booked	PAX	Amount	GST	Total
14/07/2017 08:00 23:00 Expo Hall - CONFIRMED Unspecified Layout - Northland Area Exhibition	300	500.00	75.00	575.00
15/07/2017 08:00 23:00 Expo Hall - CONFIRMED Unspecified Layout - Northland Area Exhibition	300	500.00	75.00	575.00
16/07/2017 08:00 23:00 Expo Hall - CONFIRMED Unspecified Layout - Northland Area Exhibition	300	500.00	75.00	575.00

Equipment	Qty	Amount	GST	Total
Expo Hall				
14/07/2017 08:00 23:00 Partitions @ 6.00 2.1m high by 1m in 2s, 3s & 4s Number to be confirmed once plan drawn up.	1	5.22	0.78	6.00
14/07/2017 08:00 23:00 Staging Risers @ 6.00 2m x 1m and either 200mm or 400mm high	1	5.22	0.78	6.00

Instructions	Qty	Amount	GST	Total
Expo Hall				
14/07/2017 08:00 23:00 Instructions Access 8.00am. Setup and equipment etc to be advised closer to date. Cancelled kitchen as only require kitchenette	1			
15/07/2017 08:00 23:00 Instructions Access 8.00am. Setup and equipment etc to be advised closer to date.	1			
16/07/2017 08:00 23:00 Instructions Access 8.00am. Setup and equipment etc to be advised closer to date.	1			

Forum North was booked for July 2017.
This event was postponed until July 2018
with Thursday 5th included now for Set up
of displays & Traders & Instant Sales
Rm Shiel. Convenor.



Copyworld (NZ) Ltd
59 Walton Street, Whangarei 0110
Ph: 09 430 2177 - Fax: 09 430 2178
Email: copyworldnz@gmail.com - Website: www.copyworld.co.nz

RECEIVED
CUSTOMER SERVICES

20 MAR 2018

WHANGAREI
DISTRICT COUNCIL

19 March 2018

Creative Fibre Northland
Lorraine Steel
lmsteel@xtra.co.nz

Hi Lorraine

EXPO 6-8 JULY 2018

Thank you for your inquiry with regards to printing requirements for your upcoming expo.

To print ...

200 A4 Colour flyers printed on 80gsm	\$110.00
495 DLE colour flyers printed on 160gsm	\$123.75
150 A5 folded stapled booklets (4 sides colour/4 bnw, cover 200gsm)	\$240.00
Design charge to get booklet and flyers print ready	\$ 50.00

Extra charges may apply if quantities change, or extra work is required other than what has been discussed. All prices include GST.

Kind regards

Carol Watson
Owner Manager

Re: Advertising

Julie Butel ☆
To dorothy Davis

19/2/2018 16:00 

▼  1 attachment View Open in browser Download 

The Nuts &...with Coffee News.docx (22.7 KB)

Hello again Lorraine,
That all makes good sense!
I deliver 1400 copies to over 125 outlets in the Whangarei area and AJ who does
Kaitaia/Kaikohe/Kawakawa/ Kerikeri and Paihia delivers about 2000 copies and this is per week!

I have attached the list of benefits for you to peruse and hopefully this will help.

I have spoken with AJ from Kaitaia and we can do both adverts for \$50.00 per week+ GST. (Normally
\$60.00 plus gst)
Whangarei only is \$30 with no GST

I do hope that all makes sense to you.
Cheers
Julie

Julie Butel
Coffee News

On Mon, Feb 19, 2018 at 3:42 PM, dorothy Davis <lmsteel@xtra.co.nz (<mailto:lmsteel@xtra.co.nz>)> wrote:

Our AGM is on March 10th and the Exhibition will be discussed then. I have to do a projected budget so I need to know how many copies the \$30 is for and what the distribution area is. Lorraine

On 19 February 2018 at 15:38 Julie Butel <julie@coffeenews.co.nz (mailto:julie@coffeenews.co.nz)> wrote:

So do you wish to go ahead or do you have to have a meeting first?

Julie Butel
Coffee News

On Mon, Feb 19, 2018 at 3:25 PM, dorothy Davis <lmsteel@xtra.co.nz (mailto:lmsteel@xtra.co.nz)> wrote:

Thank you Julie. That sounds really helpful. Lorraine

On 19 February 2018 at 15:12 Julie Butel <julie@coffeenews.co.nz (mailto:julie@coffeenews.co.nz)> wrote:

Hi Lorraine,
Yes I am sure we can help you!
The cost for a normal advert (Whangarei or Kaitaia only) is \$30 per week but I will have a chat to AJ from the Kaitaia publication and see what we can come up with!

I will be in touch soon.
Cheers
Julie

Julie Butel
Coffee News

On Mon, Feb 19, 2018 at 12:38 PM, dorothy Davis <lmsteel@xtra.co.nz (mailto:lmsteel@xtra.co.nz)> wrote:

Hi Julie,

Creative Fibre Northland are planning to have an Exhibition in Forum North on July 6,7,8th, 2018.

We will be getting a poster made for advertising.

The Northland area covers Kaitaia to Warkworth

Is it possible to advertise this event in Coffee news?

How would we get the whole area covered?

What would the cost be per issue?

Any help you can give me, I would appreciate.

Cheers, Lorraine Steel

THE NUTS & BOLTS of ADVERTISING with

COFFEE NEWS:

Coffee News is a unique, free to all, publication, available at Cafés, Take-away bars, Dr's rooms and basically almost anywhere people have to wait. I have over 120 distribution outlets in Whangarei and this number is continually growing! Coffee News is a family orientated edition and is bright, informative and humorous. **It contains trivia, horoscopes, lucky numbers and jokes, which guarantees its popularity among 90% of the population.** A new publication is printed and distributed every week. Think of Coffee News as a supplement to your current advertising as it IS a unique way of reaching your market! **There is only one advertiser per category so unlike other media, your advert has NO COMPETITION! We want to get your name out there so when people need your service they will immediately think of you and not your opposition!** Advertisements are rotated throughout the pamphlet each week to give each advert maximum exposure. We can put an ad together for you OR you can forward us your preferred advert. Either way, this is a FREE service. If you would like, we can use two adverts for you and alternate them each week and this service is also at no extra charge! We offer on-going promotional advertising with the ability to cancel at any time by giving 2 weeks written notice. (After a minimum 13 weeks) **However, it is recommended that advertisers continue advertising as long as possible. Remember, they may not need your service this week or even next week but when they DO need it, we want them to remember YOUR name and not your oppositions!** Accounts are invoiced each month and payment can be paid directly into the stated account each month or can be paid in full, in advance if required.

All this for only \$30.00 per week!

As the Whangarei COFFEE NEWS publisher, I make it my business, to help your business, get more business!

Please feel free to contact me at Julie@coffeenews.co.nz

phone 09)459 1453

Mob: 027 450 3456

(Technical details: If you wish to design your own advert please ensure it is

50mm x 75mm and no less than 300DPI with no border. And preferably in JPG or PDF form.)

Thank you.

Tauke Clark

From: Tauke Clark
Sent: Tuesday, 20 March 2018 11:23 AM
To: 'Imsteel@xtra.co.nz'
Subject: Advertising in our "Let's GO!" campaign
Attachments: NAOA08MAR18A029.pdf

Importance: High

Tena koe Lorraine,

Lovely talking with you earlier and discussing advertising options for your upcoming Expo in July.

Here is the blurb for this campaign:

In 2014, we introduced our "Let's GO!" Classified campaign promoting upcoming community events, etc.

We sell **5x2** (5cm (d) x 6.6cm (w)) coloured adverts to publish in both our Thursday's Northern Advocate and our community paper, the Whangarei Report.

We sell these spaces @ \$25 incl each per paper. I usually design the adverts without pictures or logos. However, you can submit a camera-ready **pdf** to the exact sizing. Should we have to change your pdf, you will incur an extra 10% surcharge for your first published ad only.

You can also go up in size i.e. 5x4 - 5cm(d) x 13cm(w) @ \$50; 10x2 - 10cm(d) x 6.6cm(w) @ \$50; 10x4 - 10cm(d) x 13cm(w) @ \$100; 15x2 - 15cm(d) x 6.6cm(w) @ \$75 or 15x4 - 15cm(d) x 13cm(w) @ \$150 only!

Our deadline for approval is 1.00pm Tuesday's to meet our publishing deadlines for our Whangarei Report. Therefore, we would require your advert details or artwork by 1.00pm Friday before.

Our Northern Advocate is delivered from Wellsford to Kaitaia Mon-Sat with over 32,000 **daily** readers.

Our Thursday's Whangarei Report is delivered FREE to over 26,000 households from Waipu South to Kawakawa North/Oakura, west to Tangiteroria, but not including Dargaville.

Our Northland Age publishes on a Tuesday and Thursday only @ \$1.50 incl per copy and is delivered from Kaitaia down to Dargaville on the west, across to Kawakawa/Oakura and back up to Kaitaia on the east.

Please see attached page layout – the Hockey Expo & Purua School Reunion are the 5x2 size.

I look forward to hearing from you soon.

Any further queries, please do not hesitate to contact me.

Naku noa, (Yours sincerely),
Na

Tauke ☺

TAUKE CLARK

CLASSIFIED CONSULTANT

D: 09 470 2804 / 0800 652 399 Extn 52804

E: tauke.clark@nzme.co.nz



Advocate The Business Age PropertyGuide Report SMY

 northernadvocate.co.nz  iHeartRADIO  GrabOne

PLEASE DO NOT SEND CREDIT CARD DETAILS VIA EMAIL OR ANSWERPHONE

**CREATIVE FIBRE
NORTHLAND AREA EXPO**



1. VENUE: Forum North, July 2018. Thursday, 5th 8.00am set up,
Friday, 6th 10am-4pm
Saturday 7th 9am-4pm
Sunday 8th 10-3pm

Community Price: \$575.00 per day x 4 = \$2300.00

Screens; 1mt wide x 2.10mt high, \$6.00 each for the 4 days. Est 50 x \$6= \$300.00. Double sided

Stage Risers Est 16 @\$6 each, **Cloths. Fabric for backdrops** 200 & 400 high, 2mt long x 1mt

Tables and chairs free of charge. 16x\$6=\$96.00

Large Hall, Lobby, Kitchenette

4. THEME: SOMETHING OLD, SOMETHING NEW

5. ENTRY: \$2 per adult. [Pam and team] Sale of exhibits. Cash Container & Float by Nancy
Peoples Choice & Feedback Questionnaire [Diane & Joan]

6. CATEGORIES: \$2.00 entry fee per item or set. [Pamela Barton]

Cheque, Bank deposit, internet banking. **Closing date 8th June 2018 at area meeting**

1 **NOVICE CRAFTERS;** for an individual at novice level.

2 **BLACK & COLOURED;** 100% black and coloured wool from naturally coloured sheep
[where white is not a colour]

3 **WEAVING;** Any fibre and any technique

4 **FELTING;** Any fibre and any technique

5 **ITEM USING ONLY HAND SPUN YARN;**

6 **USE OF COLOUR;**

7 **ALPACA;** Illustrating lightness and fineness. At least 50% alpaca.

8 **KNITTED/CROCHET;** using hand spun yarn.

9 **SKEIN OF HAND SPUN YARN;** 100gms

10. **FINE THREAD LACE WORK.** Any fibre, any technique.

There are NO awards for Exhibits.

Exhibits to show a good example of the technique and will be checked for quality

Nancy, Claire, Plus Outside Independent

Exhibits to be numbered for People's Choice.

A 75 word write up with each entry; inspired by, when item was made [year], how long it took to make, with what fibre, how it was made. These will be typed up all the same and displayed with the item.

Floor plan for set up goes in to Forum North 3-4 days prior.

Exhibit Registrations to Pamela Barton

Exhibits & 75 word write up to Nancy Jackson with Entry.

Exhibits to be advised if for sale and price included, Otherwise "Not For Sale"

75 word sample made; To be typed up after Entries have been selected. Lorraine

Sale of Exhibits; can be paid for during Expo at the Door. Collected Sunday after closing, delivered or picked up after Expo closes. Pam & Lorraine

7. PEOPLE'S CHOICE; Entry tickets in a box at the door,

Carding Shed Voucher Donated for winner =\$50

8. THEME DISPLAYS Stage Risers Claire

HEIRLOOMS, Display according to the theme. Made by entrant.

BOBBINLACE & HAIRPIN LACE & SIMILAR CRAFTS;

9. RAFFLES: cash box [Elly & team] Canvas for raffles, Float by Nancy

Acknowledgement card in front of raffles

\$2 per ticket or 3 for \$5

Spotlight

Warehouse

Briscoes

Organised

Bernina

Melva; Sheepskin

Country Dawn

Weaving; Diane & Evelyn

Basket from Club

Baby Basket, Blanket, shoes

Palmer's Garden Centre

Sue Blanchard, Te Harinui Wool, 1.1kg carded wool

10. KITCHEN: Jenny and Team

Drinks and eats for Traders and Workers. Sit in lobby or at station

Members to bring a plate as per Jenny's instructions.

Need Coffee, tea, milk, sugar, cups, spoons. Serviettes, rubbish bags

11. TRADERS: Emails to traders,

Price per day \$20 or \$50 for 3 days. 1-3 tables on invitation, billets

Days available to trade.

The Carding Shed thecardingshed@outlook.co.nz

Jumbuck Carding sharon@jumbuck.co.nz

Bernina in town

Country Dawn in town

Yarn Away. oli-n-sharon@vodafone.co.nz

Spin, Ply & Dye spindyeply@gmail.com

Sue Blanchard sue102coates@gmail.com

Fibre 2go fibre2go@gmail.com

Agnes hauptliagnes@gmail.com

Sandra Owen sanderek@clear.net.nz

Wool on Wheels woolonwheelsnz@gmail.com

Silver Hill Alpaca valerie@silverhill.co.nz

Glass beads

Fibrelicious Books Kim O'Connor fibrelicious2015@gmail.com

12. DEMONSTRATIONS, ACTIVITIES & HAVE A GO: Club Members, Who, Days & time?

Will be finalised closer to July.

Spinning

Weaving

Felting,

Dyeing, [microwave] Jennifer

Bobbin lace, Rosemary,

13. INSTANT SALES; Nancy, Claire & Pauline. Cash Box, Float by Nancy Set up in Lobby

3 tables will be provided for Instant Sales. Checked for quality. Sellers will have a Record form to fill out, 2 copies, 1 for Instant sales and one for the Seller. Care labels required on items. Sets are to be attached together. Plastic bags for sales and Bins for excess items to go under tables. We will attach swing tags to your items.

Instant Sales

2 copies; 1 for Instant Sales Record, 1 for CF Member's Record

Item Number	Price	<u>Instant Sales Record</u>	Sold
		Creative Fibre No..... Name; Address; Phone;	
1		Description of Article	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

Example

Item Number	Price	Creative Fibre No. 246 Name; Bo Peep Address; Green Acres Phone; 456-12345	Sold
1	\$20	Crochet Blue Leg Warmers	
2	\$10	Crochet Blue Beanie	
3	\$15	Woven Blue/Black fringed Scarf	
4			

14. ADVERTISING

Activity timetable for each day A3 on main door

THIS IS CRUCIAL.

Creative Fibre Magazine, email sent 13/2/2018. Will be advertised in 2 magazines.

Newspapers: Advocate, Leader, Report. What's on Marion Redfern

Need to be feature articles readers won't miss.

Websites: Eventfinda, Facebook, Neighbourly, Karen & Jenny

Radio: Ads and an interview. Pam Mutch Maori Station

Flyers/Posters: Different sizes, A4, A4 into 3. To be designed, colour and pictures.

An Expo of Spinning, Weaving, Felting and Dyeing Fibre. Flyers 500

Shop window displays, Bach, Also busts for display

Where to advertise;

Shop windows

Whitcoulls & Paper Plus; Window displays with crafts to sell

Supermarkets,

Arthritis Group

Community boards,

Bowling Clubs

Rest homes

Day care centres

Motels,

Holiday Parks all areas

i-centre, all areas

Hub

Bernina

Country Dawn

Forum North

Coffee news

15. EXHIBIT DISPLAYS & Set Up.

Jill Ruddell, Karen, Lorraine, Joan Wakelin, Evelyn

Screens, Forum North, Pins

Stage Risers, Forum North, Cloths or black

1x $\frac{1}{2}$ body model, Lorraine

1x standing model, Lorraine

8 x $\frac{1}{2}$ body hanging models, Jill Ruddell, Hang how?

Bach, squares, Glenda Fergusson

1x 5m round coffee table, Lorraine

Evelyn, small table

1 x pedestal, Nancy and 2 wooden stools if needed.

Area Box has goodies and busts. To be investigated March.

16. Challenge

An item of Natural Fibre up to the weight of 50 gms.

Total weight must not exceed 75gms if embellished.

Name Tag attached.

17.Play tables; Jackie Collinson and Jennifer Plunkett

Table set up for small children to make things, Simple and no cost

Pom poms,

Felting in plastic bag,

French knitting,

18. Projected Budget

Expenses:

Postage; Forms to independents, Advertising material to Clubs for distribution.

Printing; Advertising material and catalogue. Posters & Flyers

Hall hire; 4 days, \$2300.00

Display props; screens & risers \$6 each

Stationery; Envelopes and stamps.

Photocopying; Signage; Challenge, Theme Display, Raffles, etc

Advertising; Coffee news, Newspapers, Creative Northland

Kitchen; tea, coffee, milk, sugar, cups, spoons, serviettes.

\$30 Voucher from Warehouse, Questionnaire

Exhibit Selector, \$100.00

Income

Exhibit Entry fees;

Door entry

Donations;

Raffles;

Seeding Fund; \$1000.00

Cheque Balance \$138.92

Trader's Fees;

Catalogue Sales

19.Catalogues

Photography,

Some Photos of entries. Nancy and team to select for photos.

Price from printer.

Number of Copies 150

Acknowledgements

Guest Exhibitors

20.POSTER

Jill Ruddell Dianne & Evelyn Lorraine Jennifer & Noelene

Background; Weaving,

Spinning Wheel,

Dyed fibre,

Skeins,

Expo Feedback Questionnaire

Sample made

Warehouse Voucher \$30

Creative Fibre Northland Expo
July 6th 7th 8th 2018, Forum North, Whangarei
Conditions of Entry

1. Only financial members of Creative Fibre Northland may enter exhibits.
2. Entry Forms, together with the correct entry fees are to be sent to Pamela Barton, 10 Clyde St, Dargaville, 0310 no later than June 8th 2018.
If you wish, scan and email your entry form to, barton2814@gmail.com
Entry fee \$2 per item or set with a maximum payment of \$10.
Cheques made out to **Creative Fibre Northland**
To pay by direct credit, please use the
Northland Creative Fibre Exhibition Account, using your surname and CF No.
Name of Account; Creative Fibre Northland
ASB Account No; 12 3099; 0508261-00
You can also deposit cash at your nearest ASB branch into the above account
3. Please have **3 copies** of the Entry Form. One to keep for your own record, one to go to Pamela Barton and one to go with your exhibit items to Nancy Jackson.
4. Exhibits will be received at the Area Meeting on June 8th 2018, can be posted or delivered to; Nancy Jackson, 8 King St, Kensington, Whangarei, 0112.
Please name all your packaging and containers.
5. Please put your selling price on the entry form. There is NO commission
6. Work should not have been exhibited previously in the Northland Area.
7. If the design is not original, the source must be acknowledged.
8. Wall hangings need to have an adequate batten with provision for hanging.
9. All garments must comply with current regulations regarding care labels and fibre content.
10. All entries to have a cloth or paper label firmly pinned or sewn to the inside, showing name, Creative Fibre No and title of article.
11. Insurance; there is no cover. It is recommended that you arrange your own.
12. Unsold work is to be collected on Sunday July 8th when the Expo closes at 3pm unless other arrangements are made.
13. Each entry to have a 75 word write to accompany it explaining inspiration, fibre, method used, how long it took to make etc.

Any queries to; Lorraine Steel
lmsteel@xtra.co.nz Ph; 0211631448

Creative Fibre Northland Expo 2018.

6th 7th 8th July 2018, Forum North, Rust Ave, Whangarei

Entry Form & Packing Slip

This form is to be completed and returned to with entry fees to Pamela Barton, 10 Clyde St, Dargaville 0310, barton2814@gmail.com ph 09 439 5665 before 8th June 2018.

<u>Title of Item</u>	<u>On a separate sheet; Pinned to Entry form.</u>	<u>Materials Used % of blends</u>	<u>Dimensions Length, Size, Weight</u>	<u>Process Used Handspun, Woven, Felted Knitted etc</u>	<u>Selling Price Or NFS</u>
	No more than 75 words about the item.				
	How long it took to make the item				
	When was it made [year]				
	What fibre was used				
	How was it made				
	What was your inspiration				

If not for sale, indicate NFS in last column.

If you have more than 7 entries, either photocopy this form or attach another sheet with full details.

Entry items and a copy of this form may be posted or delivered to Nancy Jackson, 8 King St, Kensington, 0112, Whangarei to arrive prior to 8th June 2018

or deliver to the Area Meeting on 8th June 2018

ENTRY FEES: \$2.00 per item or set, [max payment \$10.] Cheques should be made out to: Creative Fibre Northland Exhibition Account

No of items..... Amount paid.....Method of payment; [please circle] Cheque/Direct Credit. ASB 123099: 0508261-00. Use your surname and CF number as reference.

NAME..... GROUP

ADDRESS.....

TELEPHONE..... E-MAIL.....

I understand all the requirements of entering work in this Expo and have read the Conditions of Entry.

I understand the Expo committee are not responsible for any damage or loss, and that I am responsible for delivery and collection of my work.

SIGNED..... PRINT NAME:.....

PLEASE KEEP A COPY FOR YOUR OWN RECORD

Creative Fibre Northland Area

Expo Categories for July 2018

Theme; **Something Old, Something New**

There will be NO awards for exhibits at this Expo.

Entry fee is \$2.00 per entry with a maximum payment of \$10.

Eg; 6 entries upward fee remains at \$10

1. **Novice Crafters;** for an individual at novice level who has not exhibited at area or national level before.
2. **Black & Coloured;** using 100% black and coloured wool, originating from naturally coloured sheep [where white is not a colour]
3. **Weaving;** a woven item using any fibre and any woven technique. Includes tapestry weaving
4. **Felting;** a felted item using any fibre and any felting technique.
5. **Hand Spun Yarn;** any item using only hand spun yarn.
6. **Use of Colour;** any item showcasing colour.
7. **Alpaca.** Illustrating the lightness and fineness of alpaca.
Any technique using at least 50% alpaca.
8. **Knitted/Crochet;** an item using hand spun yarns.
9. **Skein of Hand Spun Yarn;** a skein of hand spun yarn weighing 100gms.
10. **Fine Thread Lace Work.** Any fibre, any technique.

There will be a People's Choice vote at the Expo.

The winning crafter will receive a \$50 voucher from The Carding Shed.

Expo Challenge.

An item of **natural fibre** up to the weight of 50gms.

Total weight must not exceed 75gms if embellished.

To be submitted by **22nd June**.

Please ensure your Name and Creative Fibre Number is attached.

Instant Sales

Instant Sale items are required to be in to Nancy by **22nd June**.

Theme Display

If any Creative Fibre member has heirloom items they have made themselves and would like them displayed please have them to Nancy by 22nd June 2018.

They can include tatting, bobbin lace, hairpin lace and similar crafts.

Please ensure your Name and Creative Fibre Number is attached.

Any queries please contact

Lorraine Steel

lmsteel@xtra.co.nz

0211631448

Traders Replies to Expo

Trade Name	Person	Days	Tables	Chairs	Billet	Paid
The Carding Shed	Maree	3	3	2		
Yarn Away	Sharon	3	2	2		
Fibreholics	Agnes	3	3	2	Evelyn	15/3/18
Silverhill Alpaca	Valerie	3	3	2		15/3/18
Te Harinui Wool ComiNG	Sue					
Spindyeply Coming	Denise					
Genesis Creations	Jackie	3	2	2		
Country Dawn Bernina						
Sandra Owen	Sandra					
Fibrelicious Books	Kim					
Wool on Wheels	Julie	Declined				
Fibre2go	Lyn	Declined				
Jumbuck Carding	Sharon	Declined				

Lorraine Steel
D/161A Kamo Rd,
Kensington 0112



20-03-2018

To Whom it May Concern,

Please find enclosed the Creative Fibre Northland Area application for Community Funding.

Forum North was originally booked for an Exhibition to take place July 2017 and a deposit paid. This was postponed in March 2017 until July 2018. Forum North is now booked for 4 days, the Thursday being allocated for set up. Forum North staff have been extremely helpful towards me.

The Expo was only decided on March 10th 2018 at the AGM to definitely go ahead.

Therefore I have not had a lot of time to finalise costs as I still have Traders to hear from and a lot of other costs [set up] to attend to.

I have however included the planning I have done so far with a lot of input from those who have been involved in previous exhibitions.

Nancy Jackson and myself are available for discussion and questions should you have any.

Yours Sincerely

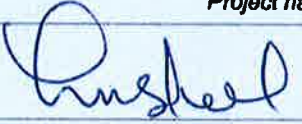

A handwritten signature in blue ink, appearing to read "Lm Steel".

Lorraine Steel
Expo Convenor.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement

(The following section is to be completed by a member of the umbrella group's management team)

Organisation name	Whangarei Spinnery & Weavers Assn Inc.
Incorporated society or charitable trust registration number:	224656
Contact person	LORRAINE STEEL
Position in the group	TREASURER
Email	lmsteel@xtra.co.nz
Daytime phone number(s)	0211631448
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p style="text-align: center;">Creative Fibre Northland</p> <p style="text-align: center;">..... <i>Applicant organisation</i></p>	
<p>for its project</p> <p style="text-align: center;">Creative Fibre Northland Area Expo 2018</p> <p style="text-align: center;">..... <i>Project name</i></p>	
Signature	
Date	17.4.2018.
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	

Whangarei Spinners & Weavers Inc
 Est 1964
 Financial Report as at 31st October 2017

<u>Opening Balance</u>		<u>2017</u>	<u>2016</u>
Auckland Savings Bank		4662.35	4222.70
<u>Add Receipts</u>			
Subscriptions – 2017		210.00	224.00
Subscriptions – 2018		1610.00	1862.00
Tea		174.30	158.70
Library		25.90	39.00
Trading Table		68.80	144.40
Diaries 2016			60.00
Diaries 2017		60.00	25.00
<u>Sundry:</u>			
A&P Show	200.00		
Donation, J Howett	30.00	230.00	1150.60
		<u>2379.00</u>	<u>3663.70</u>
		7041.35	7886.40
<u>Less Payments</u>			
Tea		147.21	46.41
Rent		759.00	690.00
Treasurer Petty Cash		100.00	
Affiliation Fees – 2017		168.00	140.00
Affiliation Fees – 2018		1120.00	1204.00
Diaries - 2017		16.00	200.00
Diaries – 2018		240.00	200.00
<u>Sundry:</u>			
Club Magazines	225.36		
Gift Vouchers/Cards	160.00		
St John's Xmas Tree Don.	20.00		
1 st Aid Kit	27.99		
Tea Pot	86.00		
Care Labels	21.00	604.35	743.64
		<u>3154.56</u>	<u>3224.05</u>
<u>Closing Balance</u> ASB as at 31 st October 2017		<u>\$3886.79</u>	<u>\$4662.35</u>

<u>Petty Cash</u>	<u>2017</u>	<u>2016</u>
Opening Balance	28.10	55.50
Cheque drawn	100.00	-
# Expenses Paid	<u>99.80</u>	<u>27.40</u>
Closing Balance as at 31 st October 2017	<u>28.30</u>	<u>28.10</u>

# Photocopying	36.00
Cards	31.50
Xmas Drinks	15.70
Stamps	12.70
Envelopes	<u>3.90</u>
	<u>99.80</u>

Whangarei Spinners & Weavers Inc
Est 1964
Financial Report as at 31st October 2017

<u>STATEMENT OF ASSETS & LIABILITIES</u>	<u>2017</u>	<u>2016</u>
<u>ASSETS:</u> ASB Bank Account Balance at 31 st October 2017	3886.79	4662.35
<u>LIABILITIES:</u> NIL.		

I confirm that we have no Assets or Liabilities other than as stated above.

Signed; LM Steel Date; 24.11.2017
LM Steel
Treasurer
Whangarei spinners & Weavers Ass Inc.

TO THE MEMBERS OF WHANGAREI SPINNERS & WEAVERS ASS INC.

I have examined the receipts, cheque book, bank statements and other records of the Whangarei Spinners & Weavers Ass Inc for the year ended 31st October 2017.

In examining these records, I have carried out such tests as I considered necessary to form an opinion that financial accounts attached show a true and fair record of the transactions for the association for the year ended 31st October 2017.

B Moscrip

Signed; B Moscrip
Date; 24-11-17

ASB

ASB BANK LIMITED
KAMO

Depositor's name

Reference

--	--	--	--	--	--

Credit account of

WHANGAREI SPINNERS AND WEAVERS
ASSOCIATION INCORPORATED

Funds included in this deposit cannot be drawn against until proceeds have been cleared

Deposit

Date

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		

\$

⑈ 123093⑆ 0270037⑈00 ⑈ 50

[\(NEW SEARCH \)](#)

Number 224656
Name WHANGAREI SPINNERS AND
 WEAVERS ASSOCIATION
 (INCORPORATED)
Incorporated 29-NOV-1979
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)[\(EMAIL CERTIFICATE \)](#)[Print This Page](#)**Previous Names** (Names changed prior to 1992 may not be recorded)

No Previous Names on record

Address Details**Registered Office**

Unit D
 161A Kamo Road
 Kensington
 Whangarei 0112

Address for Communication

Unit D
 161A Kamo Road
 Kensington
 Whangarei 0112

Officers/Trustees**Name****Date Appointed:**

MCDONALD, Allane

27-MAR-2007

(President)

1/16 King St, Kensington, Whangarei

WHEELER, Laurel Mary

14-DEC-2011

(Treasurer)

5 Conifer Grove, Kamo, Whangarei 0112

Documents Registered

(not all documents registered before 1-DEC-1996 will be listed in this summary.)

Date	Barcode	Description	File Size Available
 10-JAN-2018 11:59:47	10064470310	Annual Accounts - 2017	126.7 Kb
 06-JAN-2017 11:30:36	10064163467	Change Of Address	43.5 Kb
06-JAN-2017 11:30:26		Particulars of Organisation Address	
06-JAN-2017 11:28:17		Voluntary Organisation Details	
 06-JAN-2017 10:07:37	10064163489	Annual Accounts - 2016	100.3 Kb
 19-FEB-2016 11:58:58	10063627165	Annual Accounts - 2015	132.6 Kb
 18-DEC-2014 14:37:34	10062976839	Annual Accounts - 2014	141.9 Kb
 14-MAR-2014 11:29:01	10062425369	Change Of Address	232.5 Kb
14-MAR-2014 11:28:59		Particulars of Organisation Address	
 11-DEC-2013 08:48:16	10062142841	Annual Accounts - 2013	74.5 Kb
 14-DEC-2012 16:05:05	10061464241	Annual Accounts - 2012	105.1 Kb

	05-JAN-2012 10:25:46	10060811951	Annual Accounts - 2011	109.8 Kb
	14-DEC-2011 11:51:59	10060806995	Change Of Address	77.4 Kb
	14-DEC-2011 11:51:58		Particulars of Officers/Trustees	
	22-DEC-2010 15:31:08	10059961855	Change Of Address	76 Kb
	22-DEC-2010 15:31:05		Particulars of Organisation Address	
	22-DEC-2010 15:27:27	10059961844	Annual Accounts - 2010	109.1 Kb
	13-APR-2010 11:16:51	10058931225	Annual Accounts - 2008	132.7 Kb
	09-DEC-2009 09:08:42	10058648315	Annual Accounts - 2009	160.8 Kb
	03-FEB-2009 16:13:22	10057080348	Change Of Address	113.6 Kb
	03-FEB-2009 16:13:19		Particulars of Organisation Address	
	03-FEB-2009 15:51:18	10057080199	Annual Accounts - 2007	175.6 Kb
	02-FEB-2009 08:27:37		Particulars of Officers/Trustees	
	02-FEB-2009 08:23:51		Particulars of Organisation Address	
	02-FEB-2009 08:04:04		Financial Statement AGM Details	
	02-FEB-2009 08:04:04		Upload of Financial Statement for 2007	159 Kb
	27-MAR-2007 12:04:47	10053557610	Change Of Address	27.6 Kb
	27-MAR-2007 12:04:44		Particulars of Organisation Address	
	27-MAR-2007 12:03:53		Particulars of Organisation Address	
	27-MAR-2007 12:02:28		Particulars of Officers/Trustees	
	27-MAR-2007 12:00:44	10053557620	Annual Accounts - 2006	23.5 Kb
	27-MAR-2007 11:59:55	10053557609	Annual Accounts - 2005	24 Kb
	20-APR-2005 12:26:58	10048129275	Change Of Address	34.2 Kb
	20-APR-2005 12:26:57		Particulars of Organisation Address	
	18-APR-2005 15:33:40	10048104070	Annual Financial Statements for 2004	27.9 Kb
	15-JUL-2003 08:23:01	10043979498	Annual Financial Statements For 2002	18.5 Kb
	15-JUL-2003 08:22:51	10043979487	Annual Financial Statements For 2001	55.6 Kb
	12-JAN-2001 09:20:18	10034870261	Annual Financial Statements For 2000	24.1 Kb
	11-FEB-2000 09:16:18	10029518010	Annual Accounts -1999	
	24-AUG-1999 09:02:49	10027105224	Annual Accounts -Inc Soc, I&P Societies	
	24-AUG-1999 09:02:44	10027105213	Annual Accounts -Inc Soc, I&P Societies	
	24-AUG-1999 09:02:34	10027105202	Annual Accounts -Inc Soc, I&P Societies	
	09-APR-1996 10:29:21	10004731787	Annual Accounts -Inc Soc, I&P Societies	
	12-APR-1995 11:13:40	10001466839	Annual Accounts -Inc Soc, I&P Societies	
	08-NOV-1979 08:56:28	10042482745	Alteration Of Rules	206.8 Kb

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Printed: Tuesday, 17th April 2018 15:38:47 NZST

Community Funding Application Form



For the Community Fund and Performing Arts Fund 2017-18

Application summary

Organisation name	Deaf Action (New Zealand)
Amount requested	\$7,550 \$8,050.
Project name	NZSL in the community
Fund applying to:	X Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	29 Western Hills Drive
	Whangarei
Postcode	0112
Group's bank account name:	Deaf Action (New Zealand)
Group's bank account number:	12-3034-0445781-00
Group's GST number	125-045-537

Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")

Advance the human rights of D/deaf/Hard of Hearing people in Aotearoa New Zealand
Deaf Action NZ advocates and lobbies together with Deaf New Zealanders to uphold their human rights to government, public and private institutions, and service providers, disability service providers locally, nationally and internationally.
Deaf Action NZ 'objective' is to ensure services Deaf people use are accessible and accountable. Deaf Action is committed to the Treaty of Waitangi and to access and equality for all Deaf people in NZ.

Who are your group's main contact(s) for this funding application?

Primary contact's name	Kim Robinson
Position in group	Chairperson
Email	kim@techable.org.nz
Daytime phone number(s)	
Second contact's name	Rachel Noble
Position in group	Secretary

Email	rachel.noble@orcon.net.nz
Daytime phone number(s)	

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?

Does your group have a legal status?

X

Yes

Please state your incorporated society or charitable trust registration number:

_____2634271_____ ✓

- Attach a copy of your most recent set of financial accounts.
- Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

☐

No, we are applying under the umbrella of:

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	NZSL in the community
When will this take place?	May - July 2018
Where will this take place?	St Stephens Church hall and 2 other locations to be determined in Whangarei

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

Goal - To host free New Zealand Sign Language classes in Whangarei

- This will benefit the residents of Whangarei and Whangarei Deaf community to bridge communication.
- Each class (1-2 hrs each) has a maximum of 12 people, over the period of 10 weeks
- Taught at 3 different locations which will enable 36 participants to learn NZSL.
- These classes will teach participants the basics of NZSL.
- Knowing NZSL helps to bridge the communication gap for Deaf residents of Whangarei when it comes to participating in the community.
- Community leaders can benefit from learning NZSL to use at community events.
- A free event, this project is dependent on being fully funded or in partnership with govt/businesses.
- Both NZSL tutors (Eddie Hokianga and Vicki Carter) are long time residents of Whangarei.
- Whangarei has more than 200 Deaf residents who use NZSL as their primary mode of communication.

Section 4: Project Budget

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST
	X	Yes – your budget figures must <u>exclude</u> GST
GST number	125-045-537	
Total project costs		
Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. <i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>	Amount \$	Tick if applying for
Venue Hire - weekly location estimate (\$50 x 10 weeks x 3 locations).	1,500	yes
Materials - (Photocopying, tutor materials)	200	yes
Promotion (community newspaper, online adverts)	200	yes
Tutor fees (2 tutors)	5400	yes
Administration - Accountant (\$25 x 10 hrs)	250	yes
Facilitator fee - NZSL in communities	500	yes
Note - we do not have any official quotes. These quotes are based on previous activities our organisation has hosted.		
(A) Total cost	\$8,050	

- Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
	Amount
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	
	\$
	\$
	\$
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
	\$
	\$
	\$
	\$
	\$
	\$
(B) Total funds available	\$

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D) .	
A: Total cost of project	\$ 8,050
B: Less total funds available	\$
C: Difference	\$
D: Amount requested	\$8,050
If your group does not receive the full amount requested, how will you make up the difference?	
It'd be difficult to make up any difference as the project success is dependent on being fully funded.	
Alternately a private business or government agency could top up any remaining funds if WDC	
can have a funding partner in this event.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications


I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Kim Robinson
Signature	
Position in Group	Chairperson
Date	22/03/2018

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☐ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement <i>(The following section is to be completed by a member of the umbrella group's management team)</i>	
Organisation name	
Incorporated society or charitable trust registration number:	
Contact person	
Position in the group	
Email	
Daytime phone number(s)	
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p>.....</p> <p style="text-align: center;"><i>Applicant organisation</i></p> <p>for its project</p> <p>.....</p> <p style="text-align: center;"><i>Project name</i></p>	
Signature	
Date	
<ul style="list-style-type: none"> • <u>Attach</u> evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group. 	

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input type="checkbox"/> Previously applied | <input checked="" type="checkbox"/> Other (<i>please specify</i>) |
| | Email from Mayor office |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Great |

What could we change or do better?

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

Thank you!



Deaf Action New Zealand

info@deafaction.org.nz
www.deafaction.org.nz

March 22, 2018

To whom this may concern,

NZSL in the community funding application.

Eddie Hokianga and Vicki Carter approached our organisation with a desire to teach NZSL to local residents in Whangarei.

Vicki and Eddie are active members of the Whangarei community. Both want to increase communication opportunities for Deaf living in Whangarei and their local community.

Deaf Action has agreed to act as the Fundholder for this activity.

Enclosed is our recent finance report.

Deaf Action is currently operating 2 funded projects.

WatchUs <http://watchus.nz/>

Inclusive NZSL communities <https://deafaction.org.nz/inclusive-nzsl-communities/>

Regards

Mr. Kim Robinson
Chairperson



Treasurer's Report February 2018

Cash Summary Deaf Action New Zealand For the month ended 28 February 2018 Excluding GST

	Jan 2018	Dec 2017	Nov 2017	Oct 2017
Income				
Refunds	\$0.00	\$19.51	\$0.00	\$0.00
Sales	\$40.00	\$0.00	\$0.00	\$448.00
Total Income	\$40.00	\$19.51	\$0.00	\$448.00
Less Operating Expenses				
Entertainment	\$0.00	\$44.98	\$7.49	\$42.60
General Expenses	\$0.00	\$33.86	\$0.00	\$55.80
Gift Vouchers	\$0.00	\$0.00	\$40.00	\$0.00
Inclusive NZSL Communities Project	\$0.00	\$12,063.22	\$0.00	\$0.00
Parking, petrol and car hire	\$0.00	\$124.00	\$0.00	\$0.00
Printing & Stationery	\$0.00	\$0.00	\$88.69	\$0.00
Travel - National	\$0.00	\$395.30	\$33.97	\$355.90
Venue costs	\$50.00	\$0.00	\$264.50	\$25.00
Watch Us Project Expenses	\$0.00	\$3,999.67	\$1,933.31	\$5,635.89
Xero subscriptions	\$53.76	\$53.76	\$53.76	\$53.76
Total Operating Expenses	\$103.76	\$16,714.79	\$2,421.72	\$6,168.95
Operating Surplus (Deficit)	-\$63.76	-\$16,695.28	-\$2,421.72	-\$5,720.95
Plus Non Operating Movements				
Office Equipment	\$0.00	\$0.00	\$0.00	-\$1,459.60
Total Non Operating Movements	\$0.00	\$0.00	\$0.00	-\$1,459.60
GST Movements				
GST Inputs	\$0.00	\$0.00	\$0.00	\$0.00
GST Outputs	\$0.00	\$0.00	\$0.00	\$0.00
Net GST Movements	\$0.00	\$0.00	\$0.00	\$0.00
Net Cash Movement	-\$63.76	-\$16,695.28	-\$2,421.72	-\$7,180.55
Summary				
Opening Balance	\$102,934.88	\$119,630.16	\$122,051.88	\$129,232.43
Plus Net Cash Movement	-\$63.76	-\$16,695.28	-\$2,421.72	-\$7,180.55
Closing Balance	\$102,871.12	\$102,934.88	\$119,630.16	\$122,051.88

As you will see the operating expenses are steady. Sales are from the popsockets. Office Equipment relates to the equipment bought for the purpose of Watch Us project, and are assets. The Summary above is the balance of the society cheque account as at the end of each month.

I've also done budgets for the two grants that Deaf Action is administering, including all expenses to date. They are attached for your information.

As of 24 February 2018 the society cheque account balance is \$93,911.77 including all grants. This amount is split as follows:

Inclusive NZSL Communities Project	\$11,055.12
Watch Us Project	\$82,319.36
Deaf Action	<u>\$537.29</u>
Total in society cheque account:	<u>\$93,911.77</u>

The balance of what is left in Deaf Action's account does not include the administration fee we are to be given by Deaf Voices. I have tried to find out where the amount is without success, so Rachel, can you please give me the figure and I will include it as administrative fee.

This shows that we need to get on to applying for grants to cover the administrative costs of running Deaf Action.

With the change of financial year end date, I will be getting the accounts ready for the year ended 31 March 2018.

There is not much more to add to my report, as things have been running smoothly over the last six months as far as I am aware.

Thanks

Lynette

[\(NEW SEARCH \)](#)

Number 2634271
Name DEAF ACTION NEW ZEALAND
INCORPORATED
Incorporated 07-DEC-2015
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)[\(EMAIL CERTIFICATE \)](#)[Print This Page](#)

Previous Names

No Previous Names on record

Address Details

Registered Office

113b Sunnyside Road
Sunnyvale
Auckland 0612




Address for Communication

113b Sunnyside Road
Sunnyvale
Auckland 0612

Officers/Trustees

Details of officers/trustees have not been provided. This information is optional.

Documents Registered

Date	Barcode	Description	File Size	Available
 29-MAR-2018 10:01:45	10064589786	Annual Accounts - 2017	113.1 Kb	
 28-MAR-2018 14:54:51	10064589017	Alteration Of Rules	392 Kb	
11-DEC-2017 16:52:30		Particulars of Organisation Address		
 07-DEC-2015 09:44:20	10063582249	New Incorporated Society	524.6 Kb	

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Printed: Friday, 20th April 2018 10:37:29 NZST



www.societies.govt.nz | 0508 SOCIETIES | 0508 762 438

Send your completed form(s) to: Companies Office, Private Bag 92061, Victoria Street West, Auckland 1142 or processing@societies.govt.nz

Cover sheet – Financial statement for an incorporated society

Incorporated Societies Act 1908

Society name

Deaf Action New Zealand

Society number

2634271

Financial year*

31st March 2017

* For example if the financial statement is for the period 1 April 2015 to 31 March 2016, the financial year will be 31 March 2016.

Important

- An officer of the society **must certify** that the financial statement has been submitted to, and approved by, the members of the society at a general meeting.
- If your society is also registered under the **Charities Act 2005** it does not have to file an annual financial statement with the Registrar of Incorporated Societies but does need to file an annual return with Charities Services – www.charities.govt.nz.
- You do not need to supply a copy of the minutes of the annual general meeting (AGM).

Checklist

All items on the following checklist are requirements under section 23 of the Incorporated Societies Act 1908.
Your annual financial statement **must include** the following.

Enter page no(s)

1. Statement of income and expenditure
2. Statement of financial position
3. Details of all mortgages, charges, and securities of any description affecting any of the property of the society (where applicable)
4. Audit or review report (where applicable)
The financial statement **must** be audited or reviewed where the rules of the society specify that an auditor or reviewer must be appointed.

1
2

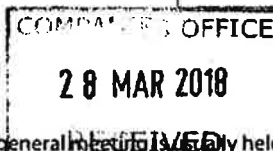
Change of contact details

☐ Attached is a completed **Change of Contact Details** (Form IS3) **Only if the contact details for the society have changed.**

AGM

The annual general meeting is held in the month of:

October



Certification

I certify that the annual financial statement has been submitted to, and approved by, the members at a general meeting held on:

Date of meeting **28 October 2017**

29 MAR 2018

Signed:

Name **Kim Robinson**

Position held **Chairperson**

Form completed by

Name **Kim Robinson**

Postal address



Deaf Action New Zealand Incorporated (2634271)

Statement of Income and Expenditure

**For the year ended 31 March 2017
Excluding GST**

	31-Mar-17	31-Mar-16
Income		
Donations	\$233.60	\$0.00
Grants received	\$5,000.00	\$0.00
Total Income	\$5,233.60	\$0.00
Less Expenses		
Accommodation	\$230.00	\$0.00
Bank Fees	\$20.00	\$0.00
Entertainment	\$67.10	\$0.00
Gift Vouchers	\$80.00	\$0.00
Insurance	\$20.00	\$0.00
Parking, petrol and car hire	\$336.67	\$0.00
Postage	\$4.50	\$0.00
Preparation fees	\$190.00	\$0.00
Printing & Stationery	\$74.29	\$0.00
Travel - National	\$1,086.08	\$0.00
Venue costs	\$90.00	\$0.00
Website costs	\$49.09	\$0.00
Total Expenses	\$2,247.73	\$0.00
Net Surplus (Loss)	\$2,985.87	\$0.00
Net Cash Movement	\$2,985.87	\$0.00
Summary		
Opening Balance	\$0.00	\$0.00
Plus Net Cash Movement	\$2,985.87	\$0.00
Closing Balance	\$2,985.87	\$0.00

Deaf Action New Zealand Incorporated (2634271)

Statement of Financial Position

As at 31 March 2017

	31-Mar-17	31-Mar-16
Assets		
Society Cheque	\$2,985.87	\$0.00
Total Bank	<u>\$2,985.87</u>	<u>\$0.00</u>
Total Assets	<u>\$2,985.87</u>	<u>\$0.00</u>
Liabilities		
Current Liabilities		
Accounts Payable	\$302.00	\$0.00
Total Current Liabilities	<u>\$302.00</u>	<u>\$0.00</u>
Total Liabilities	<u>\$302.00</u>	<u>\$0.00</u>
Net Assets	<u>\$2,683.87</u>	<u>\$0.00</u>
Accumulated funds as at 31 March	<u>\$2,683.87</u>	<u>\$0.00</u>

Deaf Action New Zealand Incorporated (2634271)

Notes to the Financial Statement

As at 31 March 2017

The financial statement includes the transactions and balances of the society for the financial year 1 April 2016 to 31 March 2017.

TREASURER'S REPORT:

These are the accounts for the 2016-2017 year, which shows all the income and expenses in this year. Donations were received from the public through GiveaLittle which was to pay for the travel expenses of Kim and Dean to travel to Wellington to present the Visual Smoke petition to the Government.

We also received \$5,000 from Bruce McHattie Trust for setting up costs and operational expenses of Deaf Action.

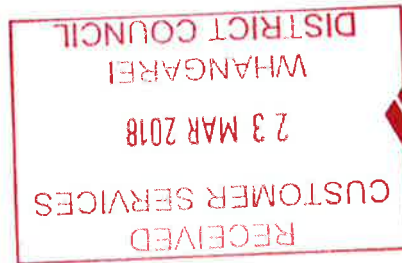
Deaf Action's cheque account balance as at 31 March 2017 was \$2,985.87.

We will be getting these accounts audited ready for submission to the Companies Office as required by them.

Any questions?

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18



WHANGAREI
DISTRICT COUNCIL

Application summary

Organisation name	Dragonfly Springs Wetlands Reserve
Amount requested	\$ 2442.00
Project name	Ruud's Big Day Out
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	P.O. Box 3274 Onekahi Whangarei
Postcode	0142
Group's bank account name:	RSB Properties Ltd
Group's bank account number:	06-0493-0037644-00
Group's GST number	064-504-726

Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")

To provide an Environmental Education Centre for Education Outdoors & Stream Water Cleaning Wetland Suckers

Who are your group's main contact(s) for this funding application?

Primary contact's name	Jeremy Busch
Position in group	Environmental Educator
Email	Jeremy.busch@Xtra.co.nz
Daytime phone number(s)	09 4360112 021 2326525
Second contact's name	Shirley Peterson
Position in group	Educator
Email	education@kiwinorth.co.nz
Daytime phone number(s)	094389630 x2 0275503905

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?

Does your group have a legal status?

☐

Yes

Please state your incorporated society or charitable trust registration number:

 **Attach** a copy of your most recent set of financial accounts.

 **Attach** evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

☒

No, we are applying under the umbrella of:

~~Whangarei Museum and Heritage Trust, trading as Kiwi North~~

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Ruud's Big Day Out
When will this take place?	Friday 12th October 2018
Where will this take place?	Dragonfly Springs and Whangarei Library

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

Bring Ruud Kleinpaste to Whangarei to deliver a) Workshop for teachers about nature based learning, b) conduct tours of Dragonfly Springs Wetlands Reserves, c) provide nature based activities for children & whanau, d) offer a presentation as part of Whangarei Central Library speaker series 5.30 - 6.30pm 'Messages From Below'.

Beneficiaries will include: the teaching community, school students, environmental educators, youth that engage with environmental education programmes, conservation and recreation practitioners, the wider community that engage with conservation and recreation agencies, families and children on school holidays, City Centre workers from across our community.

Ruud's broader message to help us understand and interact with our environment will inform and encourage our community who walk, cycle, maintain and relax in our open spaces. His presentation will provide inspiration for our youth and those who educate them to better use our outdoor spaces as education spaces and in turn look after those spaces. It will support our conservation and recreation professionals to craft spaces that are beneficial to nature and nature based learning.

We are expecting 300 participants at Dragonfly Springs and 100 at Whangarei Central Library.

This is the first time that Ruud has been invited to address such a broad spectrum of our community. He is a regular visitor to Northland but to specific interest groups. This programme offers meaningful engagement with the education community in order to effect change in environmental education delivery to our youth, it offers inspirational activities for children and their families as part of the school holiday programmes of events and it offers City Centre based workers the chance to hear Ruud speak as a component of the well attended library speaker series. The library nor Dragonfly Springs could afford to bring Ruud to Whangarei as an isolated activity. We are able to attract small amounts of funding from a range of sources as Ruud is a valued contributor to the conservation community but this is a community run event for the wider communities benefit.

Section 4: Project Budget

[illegible]

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	Amount
\$14.00 x 50 bus passengers	\$ 700.00
Donation from school	\$ 475.00
	\$
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
Opus	\$ 500.00
Forest & Bird	300.00
NRC	\$ 500.00
Air NZ	\$ 288.00
Coastal Walks Accommodation	\$ 145.00
Car Hire	\$ 55.00
(B) Total funds available	\$ 2963.00

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$ 5405.00
B: Less total funds available	\$ 2963.00
C: Difference	\$ 2442.00
D: Amount requested	\$ 2442.00
If your group does not receive the full amount requested, how will you make up the difference?	
We will need to charge schools for each teacher that attends and ask for a koha from each member of the public that attends.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Jeremy Busch
Signature	J Busch
Position in Group	Environmental Educator
Date	22.3.2018

Final check – make sure you have:

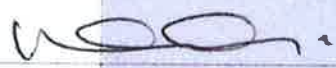
- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☒ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Whangarei District Council

Community Fund Application Endorsement

Umbrella Group Endorsement

(The following section is to be completed by a member of the umbrella group's management team)

Organisation name	Whangarei Museum and Heritage Trust
Incorporated society or charitable trust registration number:	CC 27239
Contact person	Linda Ace.
Position in the group	Director - Strategy and finance.
Email	finance@kiwinorth.co.nz
Daytime phone number(s)	09 4389630
I confirm that our organisation is willing to support, and receive any monies granted to the applicant:	
Dragonfly Springs Wetlands Reserve Applicant organisation	
for its project	Rund's Big Day Out Project name
Signature	
Date	23/03/18.
<input checked="" type="checkbox"/> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.	

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input checked="" type="checkbox"/> Whangarei Leader | <input type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input type="checkbox"/> Previously applied | <input checked="" type="checkbox"/> Other (please specify) |

Councillor Anna Murphy

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Great |

What could we change or do better?

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

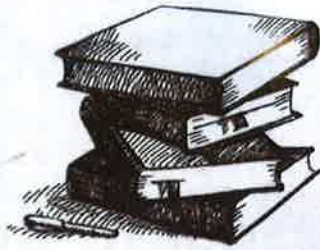
Thank you!



LIFE LESSONS

*Ruud Kleinpaste proposes
a utopian classroom where
learning is living –
and vice versa.*

*Bellbird
pollinator
on flax*



In Ruud's ultimate teaching garden, bugs, plants and all the natural world cover the subjects you'd need to learn at school.

In the course of my work (or perhaps hobby!) in environmental education, I have numerous chats with kids about plants and bugs, and stuff that bite, sting and scare the living daylights out of a lot of New Zealanders. I also work with teachers to give them confidence in teaching outside. If you use the environment (parks, forests, wetlands and yes, gardens and school grounds) as a context for education, then you have nature as your teacher.

There is a modern term for this kind of stuff: enquiry learning.

We often forget that the human race has always learned from nature; she tells us all the secrets and reveals the planet's operating system.

Kids always ask me, "What's your favourite bug, Bugman?"

The answer is always, "The one with the best stories."

It's all about the story; it's all about what we can learn from all these geniuses and successful lifeforms.

So if I were to design an outdoor classroom or a garden, what would I plant? Well, I asked Jo, my darling editor, if I could fill a whole copy of the *NZ Gardener* on this topic, but she refused. So here's a summary (with curriculum notes!) of some of the things I'd include in the ultimate teaching garden.

Get some flax (*Phormium*). It is used for weaving (craft, art, history, culture, social studies), but some types are better than others (so we learn taxonomy, physics, science). It grows well in wet areas, such as swamp margins (ecology, niches, adaptation, soil types). The flowers are full of nectar (luring pollinators: medicinal science, reproduction) causing literally an air traffic control nightmare of multiple landing rates per minute (pollinator species, birds, insects, numeracy, competition, observations at different times of the

day, statistics). When the flax plants set seeds, you can cut those open and count them in their thousands (algebra, statistics) and the question arises why there aren't more flax seedlings under a parent plant (ecology, niches)? Why are there notches in the leaf margin? Who makes those? And isn't that an unfortunate bother when you are trying to harvest long leaf-blades with long fibres for weaving? And who makes those awful "windows" in the leaf's disc? What are these critters? What do they look like? How did Maori used to deal with these critters that damaged this taonga?

To speed things up I need to minimise my story-telling, so here's a few gems:

Whitey-wood (*Melicytus*) is a fabulous food plant for tree weta.

Pseudopanax shows you juvenile and adult leaves with stories to match and research.

Honesty seeds are absolutely perfect for art and design; they can be coloured and used as translucent objects.

Stachys leaves are hairy (why?) and now that we have the fabulous wool carder bee (an exotic interloper from Europe), you can see how this insect uses the hairs to create the softest nests for its young and how it defends its prized plants from any other insect that comes close or flies into its airspace.



Aenetus



Male Hemiteles crassidens

A nasturtium or a lotus leaf has the ability to repel water; it's hydrophobic and causes water to bead off its surface in quicksilver droplets. When you research how that works and put the term biomimicry

into the mix, you suddenly realise that some clever scientists have found a way to treat your shower door glass in such a way, that you'll never, ever have to clean it again!

Create a pond and observe the mosquito larvae, the backswimmers and pond skaters, water boatman and damselflies; you simply no longer need David

Attenborough's *Life on Earth* on the tellie. It's all, right here, in your own garden or schoolground.

But my favourite story is about the putaputawētā (*Carpodetus*). Start with te reo and you soon realise it's a "plant with many weta holes". This leads to why these holes are there and who makes them (puriri moth caterpillars). You get through the lifecycle of New Zealand's largest and shortest-lived moth, when you suddenly realise that our bush is an absolutely magical place, where everything is connected. Every species has an impact on its neighbours.

There is no waste; everything is a resource. Everybody works collaboratively, using only the sun's current energy and using only what they need. Nothing more.

The kind of place I'd like to live! ❀

Shirley Peterson

From: Party Hire <partyhire01@xtra.co.nz>
Sent: Thursday, 22 March 2018 3:27 p.m.
To: Shirley Peterson
Subject: marquee

Hi there
Prices as below

Marquee 9x15mtr electron pvc white \$850.00
Chairs, impact resin 100 chairs \$300.00
Pa challenger \$200.00

All price include gst
A bond of \$300.00 would need to be paid on top of the hire

Regards Trent

COWLEYS PARTY HIRE

PHONE 094372586
FAX 094372581
121 KIOREROA RD
WHANGAREI
WWW.COWLEYSHIRE.CO.NZ



This email has been checked for viruses by Avast antivirus software.
www.avast.com



Supporting Local Businesses and Suppliers.

***Kaitaia Branch. Tel: (09) 408-3008, Email: kaitaia.operations@ritchies.co.nz
www.ritchies.co.nz***

23 March 2018

***Kiwi North
PO Box 10135
Te Mai 0143
Whangarei***

Attention: Shirley Peterson

Dear Shirley,

Requested Quote: Kaitaia – Whangarei Return.

Thank you for the opportunity to quote for the above trip on 12th October further details to be advised.

My proposed price for this job is \$656.00 inclusive of GST for a 50 seat coach.

If you can provide me with a written quote from another operator that beats this price, please forward this to me and I will better it by 10%.

As this is a quote only and not a firm booking, please advise me as soon as possible whether or not you would like to confirm this arrangement.

Regards,

***Mike Swinburne
Far North Operations Manager
Kaitaia***

Shirley Peterson

From: Rose Tantau <rosetan@xtra.co.nz>
Sent: Thursday, 22 March 2018 8:32 p.m.
To: Shirley Peterson
Subject: Onerahi Hall Hire

Dear Shirley

Re: Dragon Fly Springs

The cost to hire the Onerahi Hall on the 12th October 2018 is as follows: 9.00am to 2pm (5 Hours)
@\$10.00 per hour is \$50.00.

Thanking you.

Regards

Rose Tantau

Treasurer

Onerahi Community Assn

Onerahi



Virus-free. www.avast.com

3/22/2018

Select your flights - Air New Zealand

Christchurch to Whangarei
1 adult

NZ0522 Christchurch to Auckland
Air New Zealand AIRBUS A320

Fri 12 Oct 2018
seat+bag (K)
Duration 1h 20m

1 bag

Transit Auckland (0h 30m)

NZ8220 Auckland to Whangarei
Air New Zealand BOMBARDIER CRJ-900

Duration 0h 40m

Standard seat 23kg

1 adult

\$144.00

Whangarei to Christchurch
1 adult

NZ8221 Whangarei to Auckland
Air New Zealand BOMBARDIER CRJ-900

Sat 13 Oct 2018
seat+bag (K)
Duration 0h 35m

1 bag

Transit Auckland (0h 30m)

NZ0535 Auckland to Christchurch
Air New Zealand AIRBUS A320

Duration 1h 25m

Standard seat 23kg

1 adult

\$144.00

Airpoints™ are estimated for each eligible passenger from Air New Zealand and Airpoints partner flights.

Frequent Flyer benefits apply with Air New Zealand

NZD **\$288.00**
incl taxes & charges

Earn 87 Status Points 16

Shirley Peterson

From: Claire Pearson <claire@coastwalks.nz>
Sent: Friday, 23 March 2018 12:52 p.m.
To: Shirley Peterson
Subject: Re: Accommodating Ruud Kleinpaste

Hi Shirley

Do you want me to feed him???

There are breakfast provisions he can help himself to, I'm thinking someone else would want to host him for dinner on the Friday night.

\$145 sounds right for bed and breakfast.

Cheers, Claire

On Fri, Mar 23, 2018 at 12:29 PM, Shirley Peterson <shirleyp@kiwinorth.co.nz> wrote:

Thanks Claire.

Are you able to put a \$ figure on the value of your offer to accommodate Ruud?

I guessed about \$145.00 for the one night.

I have compiled a budget sheet for Dragonfly Springs to be able to apply for funding for the event and wanted to value your contribution within this.

Cheers,

Shirley

From: Claire Pearson [mailto:claire@coastwalks.nz]
Sent: Thursday, 22 March 2018 8:12 p.m.
To: Shirley Peterson <shirleyp@kiwinorth.co.nz>
Subject: Re: Accommodating Ruud Kleinpaste

Hi Shirley

Shirley Peterson

From: NZ Rent a Car <whangarei@nzrentacar.co.nz>
Sent: Thursday, 22 March 2018 3:28 p.m.
To: Shirley Peterson
Cc: whangarei@nzrentacar.co.nz
Subject: Online Quotation with NZ Rent a Car - Quote #Q-6272 (Whangarei)



Online Quotation #Q-6272

Dear shirley peterson

Thank you for your rental enquiry. We are happy to supply the following Quotation.

TURN YOUR QUOTE INTO A BOOKING REQUEST [CLICK HERE](#)

Quotation Date: 22/Mar/2018

Renter's Name: shirley peterson
Email Address: education@kiwinorth.co.nz
Address: New Zealand
Phone:

Online Quotation: #Q-6272

Vehicle Category: Group B

PICKUP DETAILS

Pickup Location: Whangarei
66 Clyde St Whangarei
Pickup Date: 12/Oct/2018
Pickup Time: 10:00



DROP-OFF DETAILS

Dropoff Location: Whangarei
66 Clyde St Whangarei
Dropoff Date: 13/Oct/2018
Return Time: 10:00

Rental Rates and Fees

1 days @\$55.00 per day \$55.00

Total Cost of Rental

NZ \$55.00
(incl GST of \$7.17)

Thank you for the opportunity to quote.

NZ Rent a Car

Shirley Peterson

From: Ruud Kleinpaste <ruud@bugman.co.nz>
Sent: Thursday, 22 March 2018 8:03 p.m.
To: Shirley Peterson
Subject: Fees for Funding application and photographs
Attachments: Ruud the Gardener.jpg; profile pic.jpg; Ruud Oct 2015 ZQN.jpg; Weta on nose.jpg; Venezuela + Goliath Spider.jpg; Ruud at L. Matheson.jpg

Gidday

Had a quick look at earlier emails to Jeremy (a year or more ago)

I then quoted him a ridiculously low amount of \$ 1200.00 plus GST per day (plus flights, accomm and parking at CHC etc) and although that is quite little, I am happy to honour that for the October 12-13 event; Now, seeing I am away for more than a day-and-a-half in total, how about making it a total of 1500.00 plus GST for the whole gig?

Can you live with that?

I'll take the teacher resources with me, as well as tools for inventory work and bug displays

In terms of pics, I have attached a few choices
Have fun with that!

Talk soon and yell out if you need anything else
Bests
Ruud

On 22-Mar-18 4:26 PM, Shirley Peterson wrote:

Hi Ruud,

I like your programme for the day – I have used some of the detail in the funding application so great timing!

Can I advertise that 2.30pm – 3.30pm will be your kids and parents session?

Can you pop me over a quick email confirming your fees and attaching your favourite promo photos.

I will finish the funding application and start on posters tomorrow, while I have the opportunity.

Cheers,

Shirley

From: Ruud Kleinpaste [<mailto:ruud@bugman.co.nz>]
Sent: Thursday, 22 March 2018 3:13 p.m.
To: Shirley Peterson <shirleyp@kiwinorth.co.nz>
Subject: Re: as promised... a run-down of what we are planning

that's great news - I shall write to Shelley and thank her

Now - what did you think about the itinerary I sent?
Onwards!!!

Whangarei Museum & Heritage Trust

Financial Statements

30 June 2017

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Whangarei Museum & Heritage Trust

Financial Statements

30 June 2017

Prepared by:
MALLET ANGLO QUINN LIMITED
Chartered Accountants
Whangarei

Whangarei Museum & Heritage Trust

Entity Information

For the Year Ended

30 June 2017

Legal Name of Entity:	Whangarei Museum & Heritage Trust
Other Name of Entity If any):	None
Type of Entity & Legal Basis:	Charitable Trust
Registration Number:	CC27239

Entities Purpose or Mission:

To acquire and care for collections with a natural and human history focus reflecting the interaction between natural and human history in Northland.

Make these collections accessible to our community through research, displays, special exhibitions and events which are relevant, informative, educational, inspirational, enjoyable and fun.

Entities Structure:

Governance is from the Board of Trustees, to whom the Museum Co-Director report. The Board of Trustees are made up of 8 trustees, 2 of whom are appointed by the Mayor as the Whangarei District Council representatives, 2 are the Heritage Park Club representatives and 4 are community representatives.

The Museum Co-Director manage 2 full time and 9 part time staff.

Main Sources of Entity's Cash and Resources:

Main sources of funding are grants given towards operating costs and admission income paid by those visiting the museum.

Donations are also a significant source of funds.

Main Methods Used by Entity to Raise Funds:

The entity applies for grant funding and relies significantly on the Whangarei District Council

Entity's Reliance on Volunteers:

The entity has a number of volunteers who assist with planned events, fundraising, archives, database records, cleaning, hosting and car parking duties

Whangarei Museum & Heritage Trust
Entity Information
For the Year Ended
30 June 2017

Contact Details:

Physical Address:

500 State Highway 14

Postal Address:

P O Box 10135, Te Mai, Whangarei

Phone/Fax:

p 094389630

Email:

finance@kiwinorth.co.nz

Whangarei Museum & Heritage Trust

Statement of Service Performance

For the Year Ended 30 June 2017

Description of Entities Outcomes:

Operating as a museum, nocturnal kiwihouse and heritage park.

Caring for the museum collections, culture, history and living treasures in a natural environment on behalf of the community.

To provide opportunities for appreciation, understanding and management of our natural and cultural heritage by sharing the stories through interpretation, education, advocacy, exhibitions community events that engages with visitors and the local community.

Description and Quantification (to the extent practicable) of the Entity's Outputs	Actual This Year	Actual Last Year
Number of paid visitor admissions through the museum	16014	13066
Special exhibitions curated	4	9
Community events produced	13	11
Public Interest Programmes held	6	1
Preschool group visits hosted	20	17
School students participation in LEOTC education programme	4512	3375

Whangarei Museum & Heritage Trust
Statement of Financial Performance
For the Year Ended
30 June 2017

	Note	Actual This Year \$	Actual Last Year \$
Revenue			
Donations Received		61,192	60,626
Fundraising & Other Similar Revenue		541,242	1,017,644
Revenue from Providing Goods and Services		259,670	197,785
Revenue from Members - Other			
Interest and Dividend Income		2,025	5,437
Total Revenue		<u>864,129</u>	<u>1,281,492</u>
Less Expenses			
Expenses Related to Public Fundraising			
Advertising, Marketing & Promotions		35,379	27,681
Volunteer and Employee Related Costs			
Wages & Allowances		373,778	413,818
Staff Training		6,680	2,200
ACC Levies		1,464	1,867
		<u>381,922</u>	<u>417,885</u>
Costs related to Providing Goods or Services			
Bank Charges		2,396	1,423
Computer Expenses		6,723	8,650
Cost of Goods Sold		34,167	28,422
Cleaning & Laundry		12,132	8,444
Consumables		1,135	1,346
Electricity		39,359	35,120
Educational		8,179	10,575
Equipment Rental		1,798	1,912
General		7,191	2,294
Gifts & Donations		226	251
Insurance		24,051	22,968
Kiwi House Expenses		6,667	4,846
Legal		-	2,335
Meetings & Catering		1,040	3,109
Museum & Exhibitions		18,896	20,174
Printing, Postage & Stationery		6,629	6,300
Professional Services		4,890	4,680
Rates		4,585	4,963



Whangarei Museum & Heritage Trust
Statement of Financial Performance
For the Year Ended
30 June 2017

	Note	Actual This Year \$	Actual Last Year \$
Repairs & Maintenance		47,902	60,406
Security & Fire Protection		9,360	15,216
Travel & Accommodation		-	1,598
Vehicle Running		3,839	5,101
Subscriptions & Licences		7,896	6,092
Telephone & Internet		4,935	4,667
		<u>253,996</u>	<u>260,892</u>
Total Cash Expenses		<u>671,297</u>	<u>706,458</u>
Cash Surplus		<u>192,832</u>	<u>575,034</u>
Other Expense			
Audit Fees		3,500	3,000
Depreciation		115,871	83,515
Depreciation Recovered		-	(2,022)
Feasibility Study		26,100	-
Loss on Sale		211	1,056
		<u>145,682</u>	<u>85,549</u>
Total Expenses		<u>816,979</u>	<u>792,007</u>
Net Surplus		<u><u>47,150</u></u>	<u><u>489,485</u></u>

Whangarei Museum & Heritage Trust

Statement of Financial Position

For the Year Ended

30 June 2017

	Note	Actual This Year \$	Actual Last Year \$
Assets			
Current Assets			
Bank Accounts		104,643	142,047
Cash on Hand		420	220
Debtors		8,164	15,008
Inventory		20,469	21,949
Prepayments		2,289	1,864
Other Current Assets		-	885
		<u>135,985</u>	<u>181,973</u>
Current Liabilities			
Creditors & Accrued Expenses		19,047	22,654
Employee Costs Payable		25,471	28,469
GST		2,491	-
Unused Donations & Grants with Conditions		<u>27,415</u>	<u>18,032</u>
		<u>74,424</u>	<u>69,155</u>
Working Capital		<u>61,561</u>	<u>112,818</u>
Non-Current Assets			
Term Deposits - ASB		180,000	-
Property, Plant & Equipment	1	<u>4,097,188</u>	<u>4,186,281</u>
		<u>4,338,749</u>	<u>4,299,099</u>
Non-Current Liabilities			
Loans - Whangarei District Council	2	<u>46,875</u>	<u>54,375</u>
		<u>46,875</u>	<u>54,375</u>
Net Assets		<u><u>4,291,874</u></u>	<u><u>4,244,724</u></u>
Represented By:			
Accumulated Funds			
Accumulated Surpluses/(Deficits)		1,451,620	1,404,470
Reserves	4	<u>2,840,254</u>	<u>2,840,254</u>
Total Accumulated Funds	3	<u><u>4,291,874</u></u>	<u><u>4,244,724</u></u>

Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

Asset	Book		Gain/Loss		-- Depreciation --			Accum	Book
	Cost Price	Value 01/07/2016	Additions Disposals	on Disposal	Mth	Rate	\$	Deprec 42916	Value 42916
Land & Buildings									
Land & Other Buildings									
Car Park	25,801	25,801			12	0.00% CP	0	0	25801
Carpet (Education Centre)	7,826	467			12	40.00% DV	187	7546	280
Display Shed	31,931	23,309			12	3.00% CP	958	9580	22351
Exhibition Complex	400,980	292,719			12	3.00% CP	12029	120290	280690
Exhibition Complex - Lighting	5,139	4,006			12	10.00% CP	514	1647	3492
Exhibition Complex - Mezzanine	9,247	6,754			12	3.00% CP	277	2770	6477
Fencing - Stone Wall Protection	605	0			4	12.00% CP	0	605	0
Fencing (Kiwi House)	948	554			12	10.00% DV	55	449	499
Hardie House	28,167	20,562			12	3.00% CP	845	8450	19717
Homestead	35,341	35,341			12	0.00% CP	0	0	35341
Kitchen Dairy	7,080	5,172			12	3.00% CP	212	2120	4960
Kiwi House	58,757	42,890			12	3.00% CP	1763	17630	41127
Kiwi House Extensions	3,533	2,579			12	3.00% CP	106	1060	2473
Kiwi House Extensions	309,798	226,152			12	3.00% CP	9294	92940	216858
Kiwi House Lighting	709	70			12	10.00% CP	71	710	0
Land	82,000	82,000			12	0.00% CP	0	0	82000
Land Revaluation	1,518,000	1,518,000			12	0.00% CP	0	0	1518000
Lunchroom	2,869	2,095			12	3.00% CP	86	860	2009
Lunchroom Workshop	26,631	19,440			12	3.00% CP	799	7990	18641
Meeting Hall Additions	749	551			12	3.00% CP	22	220	529
Portacom 8.4 x 3.0	15,120	3,082			12	16.20% DV	499	12537	2583
Power Supply	2,665	2,665			12	0.00% CP	0	0	2665
Riponui Pah School Relocation	2,327	1,697			12	3.00% CP	70	700	1627
Insulation (Education Centre)	6,665	4,409			12	10.00% DV	441	2697	3968
Shed 1977/78	1,153	838			12	3.00% CP	35	350	803
Shed 1978/79	683	503			12	3.00% CP	20	200	483
Storage Shed	1,806	1,320			12	3.00% CP	54	540	1266
Storage Shed	5,677	4,147			12	3.00% CP	170	1700	3977
Toilet Block	27,535	20,101			12	3.00% CP	826	8260	19275
Toilet (Education Centre)	6,550	6,423			12	2.00% CP	131	258	6292
Utility Shed	7,870	5,746			12	3.00% CP	236	2360	5510
Utility Shed Floor	4,302	3,141			12	3.00% CP	129	1290	3012
Utility Shed Partition	626	455			12	3.00% CP	19	190	436
Viewing Panel (Riponui Pah School)	2,324	1,292			12	10.00% DV	129	1161	1163
Wet Room	465	339			12	3.00% CP	14	140	325
Wet Room	1,400	1,022			12	3.00% CP	42	420	980
Workshop Relocation	15,758	11,501			12	3.00% CP	473	4730	11028
Total Land & Other Buildings	2,659,037	2,377,143	0	0			30,506	312,400	2,346,638



Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

Asset	Book		Gain/Loss		--- Depreciation ---			Accum	Book
	Cost	Value	Additions	on	Mth	Rate	\$	Deprec	Value
	Price	01/07/2016	Disposals	Disposal				42916	42916
Kiwi North Project									
2 Seater Chaise Couch	1,652	488			12	20.00% DV	98	1262	390
Alarm System	2,735	1,534			12	10.00% DV	153	1354	1381
Building	866,151	770,868			12	2.00% CP	17324	112607	753544
Building Fitout	16,595	9,309			12	10.00% DV	931	8217	8378
Electrical Reticulation	9,331	5,775			12	8.00% DV	462	4018	5313
Flooring	3,329	1,867			12	10.00% DV	187	1649	1680
Gecko Enclosure	9,889	2,917			12	20.00% DV	583	7555	2334
Lighting	7,740	2,282			12	20.00% DV	456	5914	1826
Pond	1,405	788			12	10.00% DV	79	696	709
Rock Wall	1,000	561			12	10.00% DV	56	495	505
Seating	2,903	856			12	20.00% DV	171	2218	685
Security Cameras	4,495	1,326			12	20.00% DV	265	3434	1061
Signage	44,133	24,815			12	10.00% DV	2482	21800	22334
Sound System	9,109	566			12	40.00% DV	226	8769	340
Buildings - Stage 2	733,848	733,848	1,172		12	2.00% CP	14694	14694	720326
Carparks - Stage 2	71,618	71,618			12	0.00% CP	0	0	71618
Flooring - Stage 2	39,847	39,847			12	48.00% DV	19127	19127	20720
Telephone Extensions & Cabling	1,176	167			12	30.00% DV	50	1059	117
Visual Displays & Interactivity Areas	56,461	21,724			12	16.00% DV	3476	38213	18245
Total Kiwi North Project	1,883,417	1,691,156	1,172	0			60821	253082	1631505
Total Land & Buildings	4,542,454	4,068,299	1,172	0			91327	565482	3978142
Exhibits									
Ancient Kauri Kiwi Sculpture	1,778	321			12	24.00% DV	77	1534	244
Beetle Collection	750	750			12	0.00% DV	0	0	750
Farm Machinery	310	310			12	0.00% DV	0	0	310
Glass Display Cabinets	297	69			12	15.00% DV	10	238	59
Glass Display Cabinets	368	85			12	15.00% DV	13	296	72
Homestead	1,180	1,180			12	0.00% DV	0	0	1180
Industrial	500	500			12	0.00% DV	0	0	500
Kiwi Skeleton	1,568	1,568			12	0.00% DV	0	0	1568
Manequins x 2	474	110			12	15.00% DV	17	381	94
Maori Exhibition	3,086	3,086			12	0.00% DV	0	0	3086
Perspex Display Cabinets	1,282	297			12	15.00% DV	45	1030	252
Plinths	501	116			12	15.00% DV	17	402	99
Storage Cabinets	2,656	615			12	15.00% DV	92	2133	523
Tuatara/Moa & Timeline Signage	723	470			12	10.00% DV	47	300	423
Wall Panels "Trees & Volcanic"	908	601			12	10.00% DV	60	367	541
WW100	40,077	19,235			12	20.00%	3844	24686	15391
Total Exhibits	56,458	29,313					4222	31367	25091

The latest government valuation of Land and Buildings as at 1 September 2015 values the Land and Buildings at \$6,600,000



Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

		Book		Gain/Loss				Accum	Book
	Cost	Value	Additions	on	— Depreciation —			Deprec	Value
Asset	Price	01/07/2016	Disposals	Disposal	Mth	Rate	\$	42916	42916
Plant & Equipment									
Airconditioning Unit	400	156			12	10.00% DV	16	260	140
Alarm System Upgrade (Homestead)	2,845	240			12	24.00% DV	58	2663	182
Alarm Systems	65	11			12	18.00% DV	2	56	9
Aria 241P Telephone System	2,284	41			12	36.00% DV	15	2258	26
Bizerba Meat Tenderiser & Stripper attachment	4,000	2,192			12	13.00% DV	285	2093	1907
Bosch 451L Fridge/Freezer	1,035	320			12	25.00% DV	80	795	240
Bosch 6.5kg Washer	781	254			12	30.00% DV	76	603	178
Cafe' Equipment	1,234	207			12	18.00% DV	37	1064	170
Carpet (Hardie House)	1,020	3			12	48.00% DV	1	1018	2
CCTV System	7,921	670			12	24.00% DV	161	7412	509
Daikin Heatpumps	17,280	5,717			12	12.00% DV	686	12249	5031
Dehumidifier	44	3		-3					
Dehumidifier	222	14		-14					
DeLonghi Dehumidifier 6L	323	87		-87					
DeLonghi Dehumidifier 20L (2)	647	178			12	25.00% DV	45	514	134
Digital Camera - Nikon 5400	159	1			12	48.00% DV	0	158	1
Dyson Upright Vacuum Cleaner			616		11	25.00% DV	141	141	475
Eel Tank & Pump (Kiwi House)	1,215	378			12	20.00% DV	76	913	302
F&P Chest Freezer	873	353			12	25.00% DV	88	608	265
Fire Extinguisher	151	37			12	14.40% DV	5	119	32
Fish Tank Chiller Unit	300	151			12	13.00% DV	20	169	131
FR2 LE Sound Recorder	1,108	3			12	48.00% DV	1	1106	2
Fujitsu ASTG24 Air Conditioner (Education Centre)	3,190	2,228			12	10.00% DV	223	1185	2005
Haier Bar Fridge	259	73			12	25.00% DV	18	204	55
Husqvarna Mower LC19A S/N 15210190	683	569			12	50.00% DV	285	399	285
Husqvarna Mower LC19A S/N 15210191	682	568			12	50.00% DV	284	398	284
Mower Husky			691		12	50.00% DV	346	346	346
Husqvarna Ride On Mower	6,599	18			12	48.00% DV	9	6590	9
Husqvarna YTH2548 Ride-on Mower	3,000	363			12	40.00% DV	145	2782	218
Instant Canopy	3,834	1,456			12	12.00% DV	175	2553	1281
Marquee 3 x 3	2,425	1,929			12	16.00% DV	309	805	1620
Marquee 6 x 3	4,039	3,212			12	16.00% DV	514	1341	2698
Marquee 6 x 3	4,039	3,212			12	16.00% DV	514	1341	2698
Meat Slicer SXL250 Beckers	1,106	565			12	13.00% DV	73	614	492

Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

Asset	Cost Price	Book Value 01/07/2016	Additions Disposals	Gain/Loss on Disposal	— Depreciation —			Accum Deprec 42916	Book Value 42916
					Mth	Rate	\$		
Metal Detector - Garrett Ace 250	535	103			12	25.00% DV	26	458	77
Microeye Discovery Videomicroscope	4,795	1,440			12	20.00% DV	288	3643	1152
Mitsubishi MSZ-GA25 Airconditioning Unit	2,131	180			12	24.00% DV	43	1994	137
Panasonic Projector	2,360	95			12	30.00% DV	29	2294	67
Photography Lighting	371	61			12	18.00% DV	11	321	50
Refrigerator	115	7			12	26.40% DV	2	110	5
Samsung Fridge Freezer	623	176			12	25.00% DV	44	491	132
Security Lighting (Homestead)	90	16			12	18.00% DV	3	77	13
Security Monitors			1596		1	20.00% DV	27	27	1569
Security System	1,003	85			12	24.00% DV	20	938	65
Sensor Lights (Homestead/Education Centre)	820	219			12	20.00% DV	44	645	175
Shelving (Homestead)	867	275			12	12.00% DV	33	625	242
Smoke Sensor System (Homestead)	3,100	981			12	12.00% DV	118	2237	863
Solameter Digital Ultraviolet Radiometers	787	233			12	25.00% DV	58	612	175
Studio Condenser Mono/Stereo	1,302	4			12	48.00% DV	2	1300	2
Trimmer	578	5			12	48.00% DV	2	575	3
Trimmer - Echo			434		12	48.00% DV	208	208	226
Vacuum Cleaner - Dyson DC25	607	1			12	67.00% DV	1	607	0
Vacuum Cleaner - Nilfisk	538	9			12	67.00% DV	6	535	3
Ventilation Fan KH	89	10			12	21.60% DV	2	81	8
Warthog Safety Ladder 3m with Platform	703	228			12	25.00% DV	57	532	171
Wedderburn Electronic Bench Scales	676	205			12	25.00% DV	51	522	154
Westinghouse Dishwasher	668	651			1	30.00% DV	195	212	456
Total Plant & Equipment	96,521	30,193	3,337	-104			5,956	71,799	27,470
Office Equipment/Fixtures & Fittings									
Bike Racks (3)	2634	2,568			3	10.00% DV	257	323	2311
Blinds	200	13			12	26.40% DV	3	190	10
Cabinet (Removable Front)	4524	4,222			5	16.00% DV	676	978	3546
Cabinets (6)	2,870	1,870			12	13.00% DV	243	1243	1627
Cabinets - Mushroom Style (2)	2884	2,692			5	16.00% DV	431	623	2261
Canon EOS600D Camera	791	48			12	67.00% DV	32	775	16
Canon IRC2880 Photocopier	4000	63		-63	12	67.00% DV	0	0	0
Card Cabinets	194	62			12	12.00% DV	7	139	55
Carving "Totara the Tuatara"	1,500	640			12	20.00% DV	128	988	512
Chair	41	7			12	18.00% DV	1	35	6
Computer - HP600G1 (FOH)	1842	1,458			5	50.00% DV	729	1113	729
Computer Table	46	11			12	14.00% DV	2	37	9

Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

Asset	Cost Price	Book	Additions Disposals	Gain/Loss	— Depreciation —			Accum	Book
		Value 01/07/2016		on Disposal	Mth	Rate	\$	Deprec 42916	Value 42916
Desk	136	33			12	14.40% DV	5	108	28
Dexion Shelves	273	29			12	22.00% DV	6	250	23
Dexion Shelves	259	27			12	22.00% DV	6	238	21
Dexion Shelves	1,689	248			12	24.00% DV	60	1501	188
Dexion Shelves (3)	159	17			12	22.00% DV	4	146	13
Dexion Metal Shelving	0	0	1140		9	16.00% DV	137	137	1003
Display Cabinets	4,396	2,072			12	16.00% DV	332	2656	1740
Display Cabinet 1150 x 850	1,400	1,160			12	16.00% DV	186	426	974
Display Cabinet 2000 x 2450 x 500	5,000	4,032			12	16.00% DV	645	1613	3387
Display Cabinet (Grey) Exhibition			4,697		11	16.00% DV	689	689	4008
Display Cabinet 2400x1960x600			4,373		6	16.00% DV	350	350	4023
Display Cabinet (2)			8,646		5	16.00% DV	576	576	8070
Epson Data Projector	684	43			12	26.40% DV	11	652	32
Epson Projector EB1950	1779	1,631			4	25.00% DV	408	556	1223
Epson Flatbed Photo Scanner	894	3			12	60.00% DV	2	893	1
Fencing - Hihi Stream	1,280	1,084			12	10.00% DV	108	304	976
Fencing - Kauri Die Back Project"	735	522			12	10.00% DV	52	265	470
Filing Cabinets	2	2			12	20.00% DV	0	0	2
Filing Cabinets	2,907	390			12	20.00% DV	78	2595	312
Folding Tables (3)	65	5			12	25.00% DV	1	61	4
Hard Drive PC			1969		11	50.00% DV	902	902	1067
HP 6300 Pro	1,595	249			12	50.00% DV	125	1471	125
HP d330 P4 2.8GHZ (Collections)	212	1		-1	12	50.00% DV	0	0	0
HP ProDesk 600	1,705	390			12	50.00% DV	195	1510	195
HP ProDesk 600 (2)	3,410	532			12	50.00% DV	266	3144	266
HP T510 Thin Client	780	178			12	50.00% DV	89	691	89
HP T510 Thin Client (2)	1,295	202			12	50.00% DV	101	1194	101
HP T520 Thin Client	623	298			12	50.00% DV	149	474	149
Lewis Chairs (8) & Ottomans (2)	1,304	597			12	16.00% DV	96	803	501
Microscopy Unit 1500L x 540W x 750H	1,375	470			12	20.00% DV	94	999	376
Microsoft Office 2010	350	7		-7	12	20.00% DV	0	0	0
Mobile Shelving Units	23,252	16,122			12	20.00% DV	3224	10354	12898
Office Chairs (3)	228	39			12	18.00% DV	7	196	32
Office Chairs (7)	1,473	616			12	16.00% DV	99	956	517
Panasonic 42" Plasma TV	1,000	6			12	48.00% DV	3	997	3
Panels "History of Whangarei"	2,173	1,453			12	10.00% DV	145	865	1308
Pathway Lights (Driveway)	1,800	753			12	20.00% DV	151	1198	602
Pull-Up Displays (2) & Stands	600	294			12	16.00% DV	47	353	247
Quickbooks Software	3002	36	0	-36					
Reckon 2016 Quickbooks Premier			547		11	50.00% DV	251	251	296
Registration Dept Chairs	66	5			12	25.00% DV	1	62	4
Resin Chairs (60)	574	362			12	16.00% DV	58	270	304
Resin Chairs (110) & Folding Tables (16)	1,438	717			12	16.00% DV	115	836	602
Server Upgrade	11,717	1,403			12	50.00% DV	702	11016	702



Whangarei Museum & Heritage Trust
Schedule of Fixed Assets & Depreciation
For the Year Ended
30 June 2017

Asset	Book		Gain/Loss		--- Depreciation ---			Accum	Book
	Cost Price	Value 01/07/2016	Additions Disposals	on Disposal	Mth	Rate	\$	Deprec 42916	Value 42916
Shelves	150	53			12	11.00% DV	6	103	47
Shelving	469	282			12	10.00% DV	28	215	254
Shelving (2)	294	49			12	18.00% DV	9	254	40
Shelving Main Building	224	39			12	18.00% DV	7	192	32
Shelving Textile Room	296	50			12	18.00% DV	9	255	41
Shelving Textile Room	92	29			12	12.00% DV	3	66	26
Signage (New Extension)	3785	3,753			1	10.00% DV	375	407	3378
Sign Tree	487	317			12	10.00% DV	32	202	285
Sign Tree	1,046	762			12	10.00% DV	76	360	686
Sign Tree	998	754			12	10.00% DV	75	319	679
Signs - Park Interpretation (5)	470	349			12	10.00% DV	35	156	314
Signboards (3) "You are here"	1,138	760			12	10.00% DV	76	454	684
Stacking Chairs	109	7			12	25.00% DV	2	104	5
Stumpy Table 600 x 600 x 750H	550	281			12	13.00% DV	37	306	244
Tables & Chairs	4,364	948			12	15.60% DV	148	3564	800
Teachers Station with Tote Trays	600	299			12	13.00% DV	39	340	260
Thin Client Collections 2			1110		9	50.00% DV	416	416	694
Vernon Software	1,160	3			12	48.00% DV	1	1158	2
Wall Unit	138	35			12	14.00% DV	5	108	30
Workstation Kiwi Onyx	92	24			12	14.00% DV	3	71	21
Total Office Equipment/Fixtures & Fittings	119,618	58,476	22,482	-107			14366	68051	66485
Total Fixed Assets	4,815,051	4,186,281	26,991	-211			115871	736699	4097188



Whangarei Museum & Heritage Trust

Statement of Cash Flows

For the Year Ended 30 June 2017

	Actual This Year \$	Actual Last Year \$
Cash Flows from Operating Activities		
Cash was Received From:		
Donations Received	61,192	60,626
Fundraising & Other Similar Revenue	558,386	750,280
Revenue from Providing Goods and Services	259,670	197,785
Interest and Dividend Income	1,112	5,437
Net GST	3,376	(3,019)
Cash was Applied to:		
Payments to Suppliers & Employees	(706,662)	(787,179)
Net Cash Flows Operating Activities	<u>177,074</u>	<u>223,930</u>
Cash Flows from Investing & Financing Activities		
Cash was Received from:		
Receipts from Sale of Property, Plant & Equipment	-	4,458
Proceeds from Loans Borrowed from Other Parties	-	60,000
Cash was Applied to:		
Payments to Acquire Property, Plant & Equipment	(26,778)	(521,119)
Repayment of Loans Borrowed from Other Parties	(7,500)	(5,625)
Additional Investment	(180,000)	-
Net Cash Flows Investing & Finance Activities	<u>(214,278)</u>	<u>(462,286)</u>
Net Increase/(Decrease) in Cash	(37,204)	(238,356)
Opening Cash	<u>142,267</u>	<u>380,623</u>
Closing Cash	<u><u>105,063</u></u>	<u><u>142,267</u></u>
This is Represented By:		
Banks Accounts and Cash	<u><u>105,063</u></u>	<u><u>142,267</u></u>



Whangarei Museum & Heritage Trust

Statement of Accounting Policies

For the Year Ended

30 June 2017

Basis of Preparation:

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Reporting - Accrual (Not -For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are recorded using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

The entity is wholly exempt from New Zealand Income Tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank Accounts and Cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Income

Income, including subscriptions, shown in the Performance Report comprise the amounts received and receivable by the entity for goods and services supplied to customers in the ordinary course of business.

Property, Plant and Equipment

The cost of purchased property, plant and equipment is the value of the consideration given to acquire the property, plant and equipment and the value of other directly attributable costs which have been incurred in bringing the property, plant and equipment to the location and condition necessary for their intended service. Property, plant and equipment are stated at cost less aggregate depreciation.

Depreciation

Depreciation amounts are set out in the Note to Property, Plant and Equipment. Gains and losses are taken into account in determining the operation result for the year.

Investments

Financial Investments are stated in the accounts at cost.

Whangarei Museum & Heritage Trust
Statement of Accounting Policies
For the Year Ended
30 June 2017

Audit

These financial statements have been subject to audit. Please refer to the independent auditor's report.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year - Nil)

Whangarei Museum & Heritage Trust

Notes to the Position Report

For the Year Ended 30 June 2017

Note 1 : Property, Plant and Equipment

Asset Item	Analysis	This Year \$	Last Year \$
Non Current Asset	Freehold Land	1,600,000	1,600,000
	Buildings	2,378,146	2,468,300
	Exhibits	25,091	29,312
	Plant & Equipment	27,468	30,191
	Office Equipment / Fixtures & Fittings	66,483	58,478
Total Closing Carrying Values		4,097,188	4,186,281

Note 2 : Loans

The entity has a loan with the Whangarei District Council. The amount of \$60,000 was advanced September 2015 for the purpose of completing Stage 2 of the Kiwi North project. Repayments are \$1,875 each quarter and the expiry date is September 2023. The loan is secured over the Trust land and buildings, and is at 0% interest.

Whangarei Museum & Heritage Trust

Notes to the Position Report

For the Year Ended 30 June 2017

Note 3 : Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or (Deficits)	Reserves	Total
Opening Balance	-	1,404,470	2,840,254	4,244,724
Capital Contributed by Owners or Members	-	-	-	-
Capital Returned to Owners or Members	-	-	-	-
Surplus/(Deficit)	-	47,150	-	47,150
Distributions to Owners or Members	-	-	-	-
Transfer to Reserves	-	-	-	-
Transfer from Reserves	-	-	-	-
Closing Balance	-	1,451,620	2,840,254	4,291,874

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or (Deficits)	Reserves	Total
Opening Balance	-	914,985	2,840,254	3,755,239
Capital Contributed by Owners or Members	-	-	-	-
Capital Returned to Owners or Members	-	-	-	-
Surplus/(Deficit)	-	489,485	-	489,485
Distributions to Owners or Members	-	-	-	-
Transfer to Reserves	-	-	-	-
Transfer from Reserves	-	-	-	-
Closing Balance	-	1,404,470	2,840,254	4,244,724

Note 4 : Reserves

Breakdown of Reserves		Actual This Year	Actual Last Year
Name	Nature and Purpose	\$	\$
Trustee Funds	Realised and unrealised capital gains	2,840,254	2,840,254

Whangarei Museum & Heritage Trust
Notes to the Position Report
For the Year Ended
30 June 2017

Note 5 : Commitments and Contingencies

Commitments

There are no commitments as at balance date. (Last Year - Nil)

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date. (Last Year - Nil)

Note 6:

Significant Grants and Donations with Conditions which have not been Recorded as a Liability.

There are no significant grants or donations with conditions which have not been recorded as a liability

Note 7:

Goods or Services Provided to the Entity in Kind

There have been no goods or services provided to the entity in kind

Note 8:

Assets Used as Security for Liabilities

The Trust land and buildings are being used as security for the loan from the Whangarei District Council

Note 9:

Related Party Disclosures:

There were no transactions involving related parties during the financial year. (Last Year - Nil)

Note 10:

Events After Balance date:

There were no events that have occurred after balance date that would have a material impact on the Performance Report. (Last Year - Nil)

Whangarei Museum & Heritage Trust

Notes to the Position Report

For the Year Ended 30 June 2017

Note 11:

Grants

Capital Grants Received

Oxford Sports Trust – Shelving	1,000
Foundation North – Museum Cabinets	12,751
NZ Lottery Grants Board - Museum Cabinets	22,620
	36,371

Operational and Project Grants Received

A K Franks Trust	2,000
Whangarei District Council	370,797
Department of Internal Affairs - COGS	2,000
Northland Voluntary Welfare Trust	4,100
National Services Te Papa	783
Foundation North	50,000
Lottery Northland Community	15,000
Oxford Sports Trust	4,220
Ministry of Education	65,752
	514,652

INDEPENDENT AUDITOR'S REPORT

To the Trustees of Whangarei Museum and Heritage Trust

Opinion

We have audited the accompanying performance report of Whangarei Museum and Heritage Trust on pages 4 to 19, which comprise the statement of financial position as at 30 June 2017, the statement of financial performance and statement of cash flows for the year then ended, the statement of accounting policies and other explanatory information.

In our opinion, the accompanying performance report presents fairly, in all material respects, the financial position of Whangarei Museum and Heritage Trust as at 30 June 2017, and its financial performance and its cash flows for the year then ended in accordance with the requirements of Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit), issued in New Zealand by the New Zealand Accounting Standards Board, relevant to reporting financial position, financial performance and cash flows.

Basis for Opinion

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of Whangarei Museum and Heritage Trust in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Whangarei Museum and Heritage Trust.

Other Information

The Trustees are responsible for the other information. The other information comprises the entity information and statement of service performance but does not include the performance report and our auditor's report thereon.

Our opinion on the performance report does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the performance report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the performance report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Trustees' Responsibility for the Performance Report

The Trustees are responsible on behalf of the entity for:

- (a) identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-ForProfit) issued in New Zealand by the New Zealand Accounting Standards Board, and

(c) for such internal control as the Trustees determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible on behalf of the entity for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

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

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

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

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

JSD Audits

JSD Audits
Whangarei
15 October 2017

ASB
 ASB BANK LIMITED
 WHANGAREI

Depositor's Name _____

Reference ☐ ☐ ☐ ☐ ☐ ☐

Credit account of _____

WHANGAREI MUSEUM AND HERITAGE TRUST

Deposit

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		
\$ _____		

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

⑈ 123099⑈ 0371883⑈00 ⑈ 50

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

Application summary	
Organisation name	Family Heart Connections
Amount requested	\$ 4,720
Project name	Family Health and Wellbeing Whananiaki Retreat
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	Family Heart Connections, c/o A. Donaldson, RD1, Hikurangi	
Postcode	0181	
Group's bank account name:	A Donaldson	
Group's bank account number:	123 0930 026886 00	
Group's GST number	N/A	
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
Providing families and individuals with tools to better cope with modern day life challenges .		
Who are your group's main contact(s) for this funding application?		
Primary contact's name	Amy Donaldson	
Position in group	founder	
Email	joyfullyseekingtruth@gmail.com	
Daytime phone number(s)	09 433 7177	
Second contact's name	Jay Glubb	
Position in group	founder member	
Email	mindbodyqi@gmail.com	
Daytime phone number(s)	027 584 4537	

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?
N/A			

Does your group have a legal status?

<input type="checkbox"/>	<p>Yes</p> <p>Please state your incorporated society or charitable trust registration number:</p> <hr/>
--------------------------	---

☐ Attach a copy of your most recent set of financial accounts.

☐ Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

<input checked="" type="checkbox"/>	<p>No, we are applying under the umbrella of:</p> <p>Ren Xue Life Development Trust</p> <hr/>
-------------------------------------	---

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Family Health and Wellbeing Whananaki Retreat
When will this take place?	21 - 28 April 2018 (school holiday)
Where will this take place?	Whananaki North Holiday Park

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?


(attach additional sheets if you wish).

The project (retreat) is designed to provide families large and small and individuals with a fun week in a quiet coastal setting to relax, enjoy each others company and to discuss and learn about ways of successfully dealing with the stresses of modern family life. The retreat will be based in Whananaki and will bring both vibrancy and income to this relatively remote part of the District. If successful, this is intended to become an annual event. Planned activities to make this event an attractive to parents and children alike are african drumming and dance classes, magic shows, horse riding, swimming, and walks in nature. Moving mindfulness meditation (qi gong) classes will also be offered. This is a combination of movement and meditation which is easy and fun to learn, and has proven physical and mental health benefits. A presentation from a professional wellbeing coach is also planned, subject to ticket sales. Each of the activities can be participated in either on their own or as part of a week-long total package (see attached flyer). The retreat will benefit families from within the local Whananaki area, the Whangarei district and further afield. The event is currently being advertised on Facebook and via flyers and word of mouth. We anticipate more intensive marketing in the coming weeks. As indicated in the costings, we have conservatively estimated that 10 families will take up the opportunity for the full week retreat. However, participation in the individual drumming, dance and magic show events is expected to be higher (up to 40 individuals) with families being enticed to take a day trip (or two) to Whananaki just for these.

The project should receive WDC funding as it directly accords with at least three of the Council's community outcomes, namely: *'There is always something to do and see'*, *'There are opportunities for people of all abilities, ages and life stages to be active'* and *'The District has productive land, people and a thriving City centre'*. The retreat, the individual events and the location will provide a unique experience within the District that can either be enjoyed by participants at a simple level or, as is intended, provide a lasting benefit for themselves and their families in terms of 'take home' tools that will allow them to become happier, healthier and therefore more productive members of their community.

Section 4: Project Budget

Are you registered for GST?	<input checked="" type="checkbox"/>	No – your budget figures must <u>include</u> GST
	<input type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST
GST number		
Total project costs Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. <i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>		Amount \$
		Tick if applying for
Hall hire	\$350	x
Accommodation	\$2800	
Meals	\$4200	
Moving meditation (qi gong) teachers	\$2200	x
African drumming and dance teacher	\$1200	x
Child care	\$800	
Brainwave Trust Aotearoa early years or adolescent years seminar	\$970	x
(A) Total cost		\$12,470 \$4,720

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	Amount
Full event: 10 x \$500 (\$350 per adult plus one child \$150)	\$5000
African drumming and dance classes: 15 x \$150	\$2250
Magic show: 40 x \$35	\$1400
Moving mindfulness meditation: 10 x \$105	\$1050
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
Ren Xue Life Development Trust	\$500
	\$
	\$
	\$
	\$
(B) Total funds available	\$10,200

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$12,470
B: Less total funds available	\$10,200
C: Difference	\$1,300
D: Amount requested	\$4,720 (see explanation below)
If your group does not receive the full amount requested, how will you make up the difference?	
This is the first year this family event is being run so the WDC community funding is being requested to help underwrite venue hire and teacher and performer fees. If the full funding requested is not received and ticket sales are below projections then the difference will need to be paid by group members out of their personal savings. If ticket sales exceed projections then the difference will be returned back to WDC.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

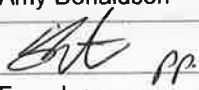
I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Amy Donaldson
Signature	
Position in Group	Founder
Date	23 March 2018

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes *(N/A - only one venue and performers are also teachers for the event)*
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☐ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement

(The following section is to be completed by a member of the umbrella group's management team)

Organisation name	Ren Xue Life Development Trust
Incorporated society or charitable trust registration number:	CC45290
Contact person	Glenn Mortimer
Position in the group	Trustee/Treasurer
Email	Mortimers@xtra.co.nz
Daytime phone number(s)	027 255 5434

I confirm that our organisation is willing to support, and receive any monies granted to the applicant:

Family Heart Connections

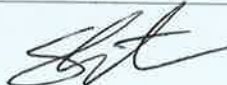
.....
Applicant organisation

for its project

Family Health and Wellbeing Whananaki Retreat

.....
Project name

Signature



Date

23/3/2018

 **Attach** evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input checked="" type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input type="checkbox"/> Previously applied | <input type="checkbox"/> Other (please specify) |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Great |

What could we change or do better?

All good. Easy to navigate and find required info

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

N/A

Thank you!



Authorisations

Account Summary

Client Investments

Make a Payment

Manage Batches

Transfer

Manage Payees

Secure Mail

Transaction Search

Future Payments

Other Services

Session History

Change Password

Forms & Resources

Account Summary

Account Name

Account Number

Account Balance

Star Transactional

031355 0650146 00

\$3,169.27 ①

Dunedin Branch

031355 0650146 01

\$0.00

Nelson Area

031355 0650146 02

\$0.00

CHRISTCHURCH BRANCH CALL ACCOUNT

031355 0650146 16

\$2,078.81 ②

1 Client Investments

\$24,931.02 ③

- ① Operational account
- ② Funds earned by, and allocated to, CHCH branch members
- ③ Used to fund annual national retreat, teacher training, and subsidy for teachers/students on low incomes.

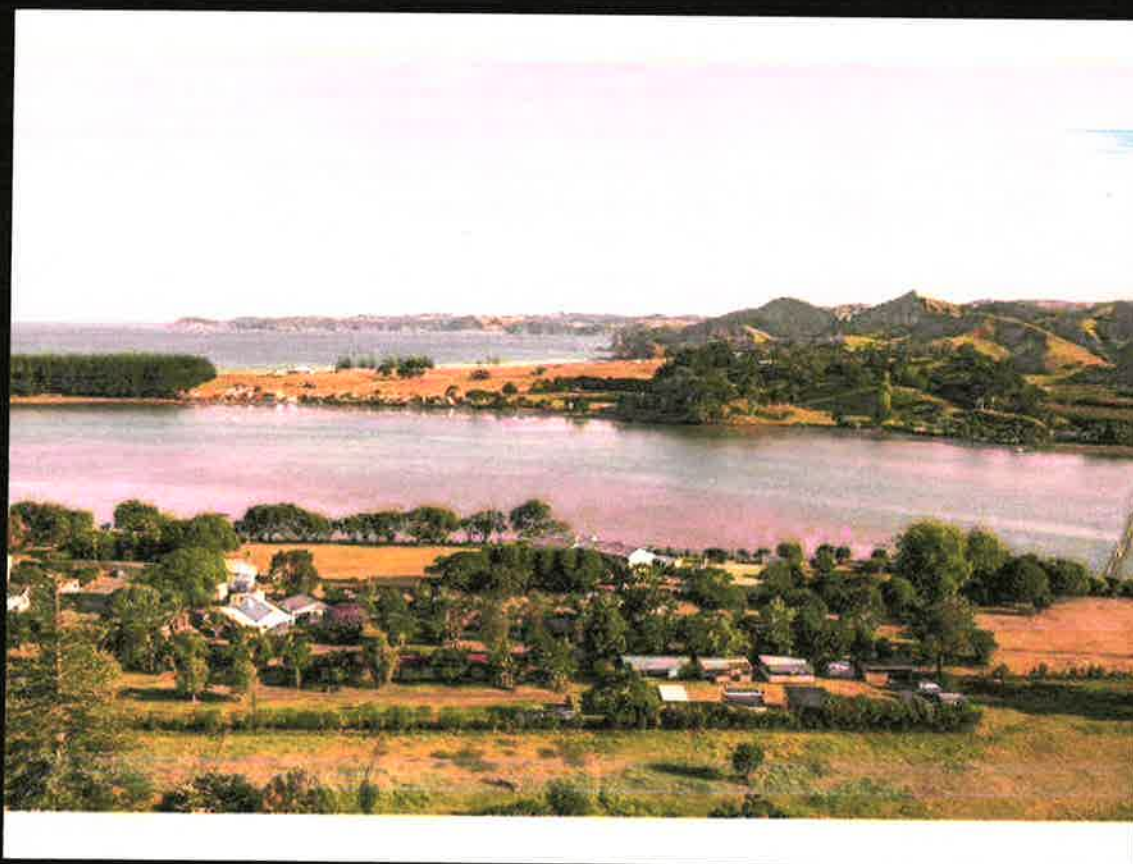


A copy of our current Term Investment Terms & Conditions and Disclosure Statement are available on request and free of charge from any branch of SBS Bank or www.sbsbank.co.nz



Family Heart Connections

Whananaki Campground, Northland, 21-28 April
2018



Set in a beautiful location, this event will be a wonderful opportunity to learn, connect and grow in a relaxed and family friendly environment.

There will be a range of activities planned such as African Drumming Workshops ([sing and dance](#)), games, [moving meditations](#) and [participate in discussion groups](#) (for older kids) and exploring the natural environment. All these activities are aimed at helping everyone to cultivate self-awareness and inner joy. Adults will be given the opportunity to learn relaxing, energizing, moving meditations and participate in discussion groups and there will be a magic show and mindfulness activities for the kids. More details on the event can be found on the Facebook event- [Family Heart Connections 7 day retreat](#).

See also our promo flier by [clicking here](#)

Cost for (under 15)	Adults	Children
7 days	\$350	\$150
3 days	\$210	\$90
1 day	\$95	\$40

This includes three meals a day as well as afternoon tea & camping at Whananaki Holiday Park.
Cabins and motel units are also available at a reduced price.
For further enquiries contact:
Amy: joyfullyseekingtruth@gmail.com
Jay: bodymindqi@gmail.com

About the Organizers



REN  XUE



[Sign up for our newsletter](#)

Our global family:

- RXI: [http://www.renxueaustralia.com](#)
- RXA: [http://www.renxueaustralia.org](#)
- RXE: [http://www.renxueaustralia.org](#)

About the Organizers



Amy Donaldson

Amy is a mother of three and a trained Yuan Gong Qigong teacher. She also has a deep connection with horses and would love to share some of her equine knowledge and wisdom at the Camp. She has played an active role in teaching at many family camps & retreats but her horse expertise will be an added bonus. You can find more about Amy at the Facebook page, Guardians and Angels. (<https://www.facebook.com/guardiansandangelsga/>)



Jay Glubb

Jay has a 17 year old son and has organized and taught at many Adult and Children's events, sharing the mindfulness practice of Yuan Gong Qigong. He organized the Children's Family Qi Camps for several years. He has a background in After School / Holiday care and works as a professional Juggler/ Magician.



Dr. Jackie Blunt

Christchurch, NZ [Brainwave presenter, GP, health coach]

Workshop title: "The Early Years Last Forever - Whakamana te tamaiti"

This fresh, engaging and interactive seminar will give you up-to-date research from multiple disciplines including neuroscience, attachment, genetics, psychology and infant mental health. It aims to help build knowledge and understanding of the importance of early brain development and the lifelong impact this can have on children. Participants will be given information that is likely to - affirm much of what you are already doing; encourage you to do some things differently; and, perhaps challenge some of the ways we think about young children, in order to help every child get the best start in life.

Personal Bios: Dr Jackie Blunt is a GP, health coach, qigong (which is like tai chi) and relaxation teacher, parent and Brainwave presenter. Jackie has been working with a wide variety of people in New Zealand and overseas in her twenty plus years as a family doctor, and has always been interested in new ways of making sense of human life, and helping people find better ways of being healthier and happier. She has been a teacher and presenter both nationally and internationally in family medicine, and holistic health. Jackie was inspired to become a Brainwave presenter and help other New Zealanders gain access to this vital information. She hopes it will give all kiwi kids a much greater chance to do well in life and be happy.



KADODO WEST AFRICAN DRUM AND DANCE NZ (/)

[HOME \(/\)](#)

[ABOUT \(/ABOUT.HTML\)](#)

[EXPERIENCE \(/EXPERIENCE.HTML\)](#)

[UPCOMING EVENTS \(/UPCOMING-EVENTS.HTML\)](#)

[GALLERY \(/GALLERY.HTML\)](#)

[CONTACT \(/CONTACT.HTML\)](#)

Introducing Koffie

My name is Robert Koffie Fugah and I am a professional African drumming and dance instructor and performer.

I grew up in a village called Abor in the Volta Region of Ghana where traditional music and dance is part of our daily lives. I undertook my training in Ghana's capital, Accra. Before coming to New Zealand I taught African dance and drumming for 15 years both in Ghana and abroad.

Since making New Zealand home in 2013 I have established a network of drummers through drumming groups and running workshops around New Zealand. Kadodo represents my desire to connect with people throughout the country and unite them through their new found love of West African drumming and dance. Through Kadodo I have developed a supportive team of talented musicians who have a genuine desire to support me in my mission to share the joy and passion of my culture.



I run workshops and classes in schools and communities across the country. I love working with children and thoroughly enjoy finding opportunities to share my love of African drumming and dance with kiwi kids. I am passionate about my art and love to see children grow and develop their enjoyment also. I often teach large groups of children from the age of 5 up to secondary school students.

Classes in communities vary from offering weekly drumming or dance lessons through to preparation for large scale performances with my network of Kadodo drummers and dancers. I conduct corporate team building sessions and perform at festivals, special events and community events.

Major companies I have worked with include; Saatchi and Saatchi, Hustle and Bustle, New Zealand Cricket, New Zealand Football Association and the Audi Quattro Winter Games.

Performances

2016

Festivals

Hafla Festival, Palmerston Nth
 Drum Festival, Little River, Chch
 Race Relations Day, Timaru
 Filmed for Neighbourhood TV series
 Filmed for Africa Day Celebrations- The Festival TV series.
 Toured Ghana
 Vogal Street Party, Dunedin
 Chinese New Year, Dunedin

Schools

Bradford School, Dunedin
 Chisnalwood Int, Chch
 Sumner Primary School, Chch
 Cathedral Grammar, Chch
 Te Waka Unua School, Chch
 Prebbleton School, Chch
 Dannevirke Primary and High school

2015

Festivals

Prana Festival, Coromandel
 Evolve Festival, Nelson
 Luminate Festival, Takaka
 Festival of Movement and Dance, Auckland
 Cricket World Cup
 Fifa Under 20 Soccer World Cup
 Autumn Arena Festival, Oamaru
 Drum Festival, Little River, Chch

Schools

Maori Hill Primary, Dunedin
 Bradford School, Dunedin
 Chisnalwood Int, Chch
 Elmgrove Primary, Mosgiel
 St Mary's Primary, Rotorua
 St Michael's Primary, Rotorua
 Western Heights, Rotorua

DEEPEN YOUR UNDERSTANDING OF

HARMONIOUS RELATIONSHIPS, HEALTH AND WELLBEING

RETREAT

**21-28TH APRIL
WHANAKI NORTH
HOLIDAY PARK
2160 WHANAKI NORTH
NORTHLAND 0181**

ACTIVITIES

MAGIC SHOW / SWIMMING / NATURE WALKS / GAMES
AFRICAN DRUMMING / RELAXING ENERGISING
MOVING MEDITATION / PONY RIDES / STORY TELLING

All Inclusive Packages

8-days package

Adult \$350 / Child (U15) \$150

3- days package

Adult \$210 / Child (U15) \$90

1-day package

Adult \$95 / Child (U15) \$40

All inclusive packages include food and accommodation
+ Free childcare for Moving Mindfulness Meditation

Single Passes

Jay's Incredible Magic and Juggling Show

21 April / 3:30pm

Child \$15 / Adult \$20 / Family \$45 / Infant (U3) Free

Kadodo African Drumming

23-24 April 2018

9-10:30am / 3-4:30pm

1-Day: Adult \$90 / Child \$40

2-Day: Adult \$125 / Child \$60

Moving Mindfulness Meditation

22-28 April / 10:30-12am

Single Session \$20 / 7 Classes Package \$105

Child Care available for this event

CONTACT

joyfullyseekingtruth@gmail.com
bodymindqi@gmail.com
renxueaustraliasia.org

SUPPORTED BY



Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

Application summary

Organisation name	Healthy Hikurangi Trust
Amount requested	\$ 5,720.00
Project name	Healthy Hikurangi Project
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	C/- 103 Marua Road, RD 1, Hikurangi	
Postcode	0181	
Group's bank account name:	Healthy Hikurangi Trust	
Group's bank account number:	12-3093-0327531-00	
Group's GST number	not registered for GST	
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
To increase involvement and participation of the Hikurangi community in actions to improve health and wellbeing		
Who are your group's main contact(s) for this funding application?		
Primary contact's name	Paulette Crowther	
Position in group	Trustee/Funding Co-ordinator	
Email	info@onlineassistant.co.nz	
Daytime phone number(s)	09 433 8537 or 027 232 4478	
Second contact's name	Linda Vanstone	
Position in group	Treasurer/Trustee	
Email	linda.annv@gmail.com	
Daytime phone number(s)	021 142 3679	

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?
2016	To fund annual projects for the Healthy Hikurangi Trust	3,000.00	31/8/2017

Does your group have a legal status?



Yes

Please state your incorporated society or charitable trust registration number:

CC47022



Attach a copy of your most recent set of financial accounts.



Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.



No, we are applying under the umbrella of:

N/A

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Healthy Hikurangi Project
When will this take place?	Between 1st April 2018 and 31st March 2019
Where will this take place?	Hikurangi

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

To fund the Healthy Hikurangi Project for 2081/19. This project was developed from a community needs assessment conducted in 2011. Healthy Hikurangi Trust was created out of that project and has been responsible for delivery of the Healthy Hikurangi Project since 1 July 2011. Healthy Hikurangi Trust works from a community development model where it aims to support the Hikurangi community to have greater control over conditions that affect their lives. Consideration is given to the actual need and deprivation within the community and the importance of identifying, through needs assessments, projects and events that help support whanau and the community. We are seeking funding for the following projects:

Tai Chi:

By supporting a low impact form of exercise in the Hikurangi Community, our aim is to aid sound physical and mental benefits for those who regularly participate. Approximately 10-12 people participate on a regular basis and we would like to lift this number. Sessions are open to all ages however Tai Chi is particularly beneficial to older people and those with balance problems. There is a significant number of "older" people and people with disabilities in our community who would benefit by participating.

Suicide Alertness: half day workshops delivered by safeTalk

To promote suicide awareness in the Hikurangi community by provision of 2 x suicide alertness training workshops within a year. These workshops would be delivered by a recognised trainer. It is envisaged that training would be delivered to 20-25 people by each workshop to enable them to become suicide alert helpers and to support our community to become suicide safer. This project focuses on children, young people and their whanau and by working closely with the school, various community groups, first responders and community networkers we aim to deliver a programme which will support:

- strengthening of family wellbeing through whanau ora, and
- improved positive community outcomes within a high needs community

Section 4: Project Budget

Are you registered for GST?	<input checked="" type="checkbox"/>	No – your budget figures must <u>include</u> GST
	<input type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST
GST number		
Total project costs	Amount \$	Tick if applying for
Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. <i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>		
Tai Chi:		
Hall hire - 50 sessions @ \$10/session	500.00	✓
Tutor's fees - 50 sessions @ \$30 per session	1,500.00	✓
Suicide Alertness Workshops x 2 (July 2018 and December 2018 or January 2019)		
Workshop fees (\$2,200.00+GST x 2)	5,060.00	✓
Advertising, signage, printing etc for 2 x workshops	360.00	✓
Bulletin inserts x 2 @ \$25 each	50.00	
Hall hire x 2 @ \$50 each	100.00	✓
Bond for hall (refundable) \$200 x 2	400.00	
Afternoon Tea for approx 25 people	100.00	
Paint for signage for all events through the year and paint brushes this is an estimate only based on 2 x 4L tins of paint @ \$89 each and assorted paint brushes	200.00	✓
(A) Total cost	\$ 8,270.00	

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
	Amount
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	
Projected income from Tai Chi (10 x \$4 x 50)	\$ 2,000.00
There will be no ticket sales from the Suicide Alert workshops	\$
	\$
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
Own contribution	\$ 550.00
	\$
	\$
	\$
	\$
(B) Total funds available	\$ 2,550.00

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D) .	
A: Total cost of project	\$ 8,270.00
B: Less total funds available	\$ 2,550.00
C: Difference	\$ 5,720.00
D: Amount requested	\$ 5,720.00
If your group does not receive the full amount requested, how will you make up the difference?	
By fundraising in our community	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.


This consent is given under the Privacy Act 1993.

Name	Paulette Crowther
Signature	<i>PA Crowther</i>
Position in Group	Funding Co-ordinator/Trustee
Date	22 March 2018

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☒ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☒ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement <i>(The following section is to be completed by a member of the umbrella group's management team)</i>	
Organisation name	
Incorporated society or charitable trust registration number:	
Contact person	
Position in the group	
Email	
Daytime phone number(s)	
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p>..... <i>Applicant organisation</i></p> <p>for its project</p> <p>..... <i>Project name</i></p>	
Signature	
Date	
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

<input type="checkbox"/> Whangarei Leader	<input type="checkbox"/> Council's website
<input type="checkbox"/> Council's Community Funding Officer	<input type="checkbox"/> Community noticeboard / newsletter
<input checked="" type="checkbox"/> Previously applied	<input type="checkbox"/> Other (<i>please specify</i>)

2. Have you visited the Funding and Grants page on Council's website?

☒ Yes ☐ No

If Yes, how user friendly was it?

	1	2	3	4	5	
Poor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Great

What could we change or do better?

3. Did you find this application form easy to understand and complete?

☒ Yes ☐ No

What could we change or do better?

Thank you!



PROPOSAL FOR: Evidence-based

Suicide Prevention, Intervention, and Recovery Training for

Healthy Hikurangi Trust



INTRODUCTION – 1 DEGREE WORKSHOPS

One Degree Workshops was set up in 2009 to develop and deliver inspirational messages that would inspire people to follow their dreams and aspirations. A group of creatives who have worked in the youth, health, mental health, community, police, education, military, creative and corporate sectors, have come together to identify key problem areas that stifle development and growth. The combination of theory, practice and creativity has contributed to the development of these series of messages that we hope will touch the hearts of those who are being stifled to take ownership of their lives and press on towards fulfilling their goals and aspirations in life.

1 DEGREE WORKSHOPS VISION

To live, inspire and impact people to live as full a life as possible.

To achieve this, people need the right tools, support, mindsets and perspectives to **enable change**, to **challenge identities**, to **interrupt thought processes and habits** that increase self confidence build character that can take on their new found hidden strengths and weaknesses to achieve their goals and dreams.

Our team have developed over 20 workshops and have delivered these through New Zealand, Malaysia, Australia in schools, corporate, corporates, churches and Private Training institutions and communities.

A-OK SUICIDE SAFER WORKSHOPS

We have recently extended our repertoire of workshops to include evidence based, highly evaluated, **internationally developed and recognised** suicide intervention workshops from the **Livingworks** Developers.

We have added these to our repertoire of workshops to ensure these workshops are readily available to New Zealand communities and have ascertained the support of previous license holders Lifeline and current owners Livingworks Australia and Canada to run these nationally.

A-OK is delivered by a collective of experienced registered trainers, nationally located, who are highly experienced in running these workshops effectively, safely and with cultural respect.

I have enlisted a list of our trainers in the appendix, *we are still collating the profiles of the rest of our trainers around the country.*

PURPOSE OF THIS DOCUMENT

To provide **you** with a proposal of the following programs:

1. Safetalk training - Foundation Skills Training
2. HOPE Heroes for rangitahi – Help Seeking Skills
3. ASIST training – First Aid Suicide Training
4. Suicide2HOPE – Recovery and Growth training for professionals helpers working with people with suicide experience/self harm.



SAFETALK For Staff

safeTALK is a half-day alertness training that prepares anyone over the age of 15, regardless of prior experience or training, to become a suicide-alert helper. Most people with thoughts of suicide don't truly want to die, but are struggling with the pain in their lives. Through their words and actions, they invite help to stay alive. safeTALK-trained helpers can recognize these invitations and take action by connecting them with life-saving intervention resources, such as caregivers trained in ASIST.

Since its development in 2006, safeTALK has been used in over 20 countries around the world, and more than 200 selectable video vignettes have been produced to tailor the program's audio-visual component for diverse audiences. safeTALK-trained helpers are an important part of suicide-safer communities, working alongside intervention resources to identify and avert suicide risks.

Training features:

- Presentations and guidance from a LivingWorks registered trainer
- Access to support from a local community resource
- Powerful audiovisual learning aids
- The simple yet effective TALK steps: Tell, Ask, Listen, and KeepSafe
- Hands-on skills practice and development
- The simple yet effective TALK steps: Tell, Ask, Listen, and KeepSafe
- Our Facilitator team would be a Maori and Pacific combination
- We would provide role plays in a Maori context to ensure they relate to our Maori communities.
- We would work closely with the school to ensure we were providing training that suited their staff and student leaders cultural and learning needs.

safeTALK	Cost	Min -Max
Per person	\$90.00pp	
Commissioned Workshop	\$2200.00	20-25people

***Costs include travel and accommodation**

***Cost exclude GST**



Hikurangi Friendship House Charitable Trust

10A King Street

Hikurangi 0114

Ph 09 4338452

email: friendship@hikurangi.co.nz

March 22nd 2018

Quote:

To Supply Flyers.

2000 copies @ 10cents per copy	\$200.00
--------------------------------	----------

<u>Art Work & Proof for Poster</u>	\$160.00
--	----------

Bulletin Inserts

2 x \$25.00	\$ 50.00
-------------	----------

TOTAL	\$410.00
-------	----------

Linda Vanstone

(Secretary of the above trust).



ASB Bank Limited
Whangarei

Depositor's name _____

Reference

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Credit account of _____

HEALTHY HIKURANGI TRUST

Deposit

Date _____

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		

\$ _____

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

⑈ 123093⑈ 032753100 ⑈ 50

HEALTHY HIKURANGI

Financial Report

Apr-17

INCOME

Tai-Chi Door Money	\$88.00
Hikurangi Mountain Lions	\$100.00

Total	<u>\$188.00</u>
-------	-----------------

Bank Balance 31-3-17	\$4,306.53
----------------------	------------

EXPENDITURE

Tai Chi Tutor	\$210.00
---------------	----------

Total	<u>\$210.00</u>
-------	-----------------

Bank Balance 30-4-17	\$4,284.53
Petty Cash	
Total	

HEALTHY HIKURANGI

Financial Report

May-17

INCOME

EXPENDITURE

Tai-Chi Door Money May

\$92.00

Total

\$92.00

Total

Bank Balance 30-04-17

\$4,304.53

Bank Balance 16-05-17

\$4,376.53

HEALTHY HIKURANGI

Financial Report

Jun-17

INCOME

Tai-Chi Door Money June \$65.00

EXPENDITURE

Tai-Chi Tutor June/July \$180.00
Hall Hire Tai-Chi May/June \$60.00

Total \$65.00

Total \$240.00

Bank Balance 31.05.17 \$4,376.53

Bank Balance 30 -06-17 \$4,201.53

HEALTHY HIKURANGI

Financial Report

Jul-17

INCOME

Tai-Chi Door Money July

\$59.00

EXPENDITURE

H/Hire Tai-Chi June/July

\$60.00

Total

\$59.00

Total

\$60.00

Bank Balance 30/06/17

\$4,201.53

Bank Balance 30 -06-17

\$4,200.53

HEALTHY HIKURANGI

Financial Report

Aug-17

INCOME

EXPENDITURE

Tai-Chi Door Money Aug

\$96.90

Tai-Chi Tutor Aug/Sept

\$180.00

Total

\$96.90

Total

\$180.00

Bank Balance 30/07/17

\$4,200.53

Bank Balance 31/08/17

\$4,117.43

HEALTHY HIKURANGI

Financial Report

Sept 17

INCOME

Tai-Chi Door Money Sept

\$46.10

EXPENDITURE

Nil

Total

\$46.10

Total

Nil

Bank Balance 31/08/17

\$4,117.43

Bank Balance 30/9/17

\$4,163.53

**HEALTHY HIKURANGI
FINACIAL REPORT**

01/10/17

INCOME

Tai Chi Door Money Oct	\$66.00
Maori Wardens Donation	\$100.00

EXPENDITURE

Tai Chi Tutor Oct/Nov	\$210.00
Hall Hire Aug/Sept	\$70.00

Total	\$166.00
-------	----------

Total	\$280.00
-------	----------

Bank Balance 30/9/17	\$4,163.53
-----------------------------	-------------------

Bank Bal 31/10/17	\$4,049.53
--------------------------	-------------------

HEALTHY HIKURANGI

Financial Report

Nov-17

INCOME

Nil

EXPENDITURE

Hall Hire Oct/Nov

\$60.00

Total

Nil

Total

\$60.00

Bank Balance 31/10/17

\$4,049.53

Bank Balance 27/10/17

\$3,989.53

HEALTHY HIKURANGI

Financial Report

Dec-17

INCOME

Tai Chi Door Money
Nov/Dec

\$85.00

EXPENDITURE

Hall Hire Dec
Tai Chi Tutor Dec

\$30.00

\$60.00

Total

\$85.00

Total

\$90.00

Bank Balance 30/11 /17

\$3,989.53

Bank Balance 31/12/17

\$3,984.53

HEALTHY HIKURANGI

Financial Report

Jan-18

INCOME

Nil

EXPENDITURE

Nil

Total

Nil

Total

Bank Balance 31/12 /17

\$3,984.52

Bank Balance 31/01/18

\$3,984.53

HEALTHY HIKURANGI

Financial Report

Feb-18

INCOME

Nil

EXPENDITURE

Nil

Total

Nil

Total

Nil

Bank Balance 31/01/18

\$3,984.52

Bank Balance 31/02/18

\$3,984.53

Hikurangi Friendship House Charitable Trust

10A King Street

Hikurangi 0114

Ph 09 4338452

email: friendship@hikurangi.co.nz

March 22nd 2018

Quote: Hall Hire for 2 x ½ day Workshops, date and time to be notified.

2 Events @ \$ 50.00	\$100.00
---------------------	----------

Bond x 2 @ \$ 200.00	\$400.00
----------------------	----------

When workshop has finished and the hall is left clean and tidy the bond of \$200 will be refunded.

Linda Vanstone

(Secretary of the above trust).

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

Application summary

Organisation name	Kainga Ora o Otangarei
Amount requested	\$ 7 800
Project name	Matariki festival incorporating launch of new playground and BB1/2 court
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	165 William Jones Drive, Otangarei	
	PO Box 8027 Kensington	
Postcode	0145	
Group's bank account name:	Te Hau Awhiowhio of Otangarei Trust	
Group's bank account number:	06 0493 0505305 03	
Group's GST number	114 891 444	
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
proactive, proud, prosperous whanau in Otangarei, a vibrant successful community		
Who are your group's main contact(s) for this funding application?		
Primary contact's name	Huria Heperi	
Position in group	Programme Manager	
Email	kaingaora@otangarei.org	
Daytime phone number(s)	437 0908 x210	
Second contact's name	Janine Kaipo	
Position in group	General Manager	
Email	awhiowhio@otangarei.org	
Daytime phone number(s)	437 0908	

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?


Does your group have a legal status?

☐

Yes

Please state your incorporated society or charitable trust registration number:

 Attach a copy of your most recent set of financial accounts.

 Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.

☒

No, we are applying under the umbrella of:

Te Hau Awhiowhio o Otangarei Trust

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Otangarei Matariki celebration incl playground & BB court launch event
When will this take place?	target 1 July, st confirmation by playground project team (WDC lead)
Where will this take place?	Otangarei central reserve

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

After much planning effort and consultation, Otangarei will have a new playground with supporting infrastructure and a new basketball half court, by the end of June. This funding will support a mid-winter community celebration, including launch of the new play facilities for tamariki. It will fall during Matariki, which will resonate with the community (celebrate whanau and renewal). The developments have been made possible via a collaborative approach of a number of organisations who share the vision of Otangarei, with proud, proactive, prosperous whanau, and a vibrant successful community, WDC, Northern DHB, Housing NZ, Sport Northland and others.

Community support for a playground for children and activities for youth is high; the Central Reserve development consultation received over 320 submissions, and also reflective of the Otangarei Village Plan consultation in 2012. We want to celebrate this success for the community, and harness this engagement through to follow-on community development project(s), in order to raise community pride and a sense of community ownership.

This fund will help the community to deliver a substantive celebration, including fun activities for children and entertainment. To do this properly, we propose an event coordinator be appointed from within the community. The coordinator will work with the project leads and community stakeholders.

Agencies and organisations who are active in the community will contribute where they can. The Otangarei Agency group typically holds a community day every year - we propose this align to the one event. Typical Agency sponsorship includes sausage sizzle, water bottles, iceblocks.

Otangarei is a small (~2000 people), predominantly Maori community in the heart of Whangarei.

The community is young - just under 40% of people are under the age of 15. Local challenges have included undeveloped public parks and a lack of facilities for youth. WDC have joined with a number of organisations to reinvigorate the community and raise the amenity value of public spaces. We should celebrate these gains and build community engagement, local ownership and sense of pride.

Section 4: Project Budget					
Are you registered for GST?		<input type="checkbox"/>	No – your budget figures must <u>include</u> GST		
		<input checked="" type="checkbox"/> x	Yes – your budget figures must <u>exclude</u> GST		
GST number		114 891 044			
Total project costs					
Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column.					Amount \$
<i>e.g. materials, venue hire, promotion, equipment hire, personnel costs</i>					Tick if applying for
Event coordinator					Y
Event equipment hire					Y
Activities for children (bouncy castle, rides)					Y
Entertainment (paid)					Y
Entertainment (local - koha)					300
Marketing (promotion)					partners
Giveaways					partners
Sausage sizzle, fruit, water, iceblocks					partners
Commercial vendors					-
Event estimates based on a similar event delivered in Kaikohe in 2013, organised by Sport Northland. Total cost \$12,000. Adjusted for a smaller community/scope and existing partner engagement					
(A) Total cost					\$ 7800



Your contribution to the project	
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	Amount
Free event	\$
	\$
	\$ NIL
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
Contributions from supporting partners: time, goods, giveaways	\$ (not priced)
	\$
	\$
	\$
	\$
	\$
(B) Total funds available	\$ (not priced)

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D) .	
A: Total cost of project	\$
B: Less total funds available	\$
C: Difference	\$
D: Amount requested	\$ 7800
If your group does not receive the full amount requested, how will you make up the difference?	
We will be seeking partner contributions. The event will be downsized to budget, eg activities and entertainment downsized.	
(less budget available for equipment hire (youth friendly activities, eg jeeps) and less paid performers.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Huria Heperi
Signature	<i>H M Heperi</i>
Position in Group	Programme Manager
Date	23 March 2018



Final check – make sure you have:

- ☐ Completed all sections and signed the declaration
- ☐ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☐ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☐ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☐ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement

(The following section is to be completed by a member of the umbrella group's management team)

Organisation name	Te Hau Awhiowhio o Otangarei Trust
Incorporated society or charitable trust registration number:	2611683
Contact person	Janine Kaipo
Position in the group	General Manager
Email	awhiowhio@otangarei.org
Daytime phone number(s)	437 0908
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p style="text-align: center;">..... Te Hau Awhiowhio o Otangarei Trust</p> <p style="text-align: center;"><i>Applicant organisation</i></p> <p>for its project</p> <p style="text-align: center;">..... Otangarei Matariki celebration including launch of playground and BB 1/2 court</p> <p style="text-align: center;"><i>Project name</i></p>	
Signature	
Date	23 March 2018
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

☐ Whangarei Leader

☐ Council's Community Funding Officer

☐ Previously applied

☐ Council's website

☐ Community noticeboard / newsletter

☐ Other (*please specify*)

2. Have you visited the Funding and Grants page on Council's website?

☐ Yes

☐ No

If Yes, how user friendly was it?

Poor 1 2 3 4 5 Great
☐ ☐ ☐ ☐ ☐

What could we change or do better?

3. Did you find this application form easy to understand and complete?

☐ Yes

☐ No

What could we change or do better?

Thank you!



Statement of Accounts

Your accounts at a glance as at 28 February 2018

TE HAU AWHIOWHIO O OTANGAREI TRUST
PO BOX 8027
KENSINGTON
WHANGAREI 0145

0493



Account information

Account type	Non Profit Organisation Current Account	Account number	06-0493-0505305-00
Statement number	0001		

PERFORMANCE REPORT FOR THE YEAR ENDED 30TH JUNE 2016



Te Hau Awhiowhio O Otangarei Trust

Performance Report

For the year ended
30th June 2016

Contents

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Statement of Cash Flows	7
Statement of Accounting Policies	8
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Independent Audit Report	20
2015 Audited Financial Statements	Appendix 1

Te Hau Awhiowhio O Otangarei Trust

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30th June 2016

Legal Name of Entity:*	Te Hau Awhiowhio O Otangarei Trust
Other Name of Entity (if any):	
Type of Entity and Legal Basis (if any):*	Not for Profit Charitable Trust
Registration Number:	CC50436

Entity's Purpose or Mission: *

The strategic intent of our organisation is defined by three outcomes:

Mā te whānau tō rātou ake waka e hoe

Whānau determine their own direction and destiny

Mā te oranga ka anga whakaua te whānau

Whānau are thriving, healthy and contributing to social wellness

Mā te tautoko a ngā kaitiaki ka tū pakari te hāpori

With vibrant community leadership whānau will thrive
with confidence

Entity Structure: *

Te Hau Awhiowhio O Otangarei Trust is domiciled in New Zealand and is a charitable organisation registered under the Charitable Trusts Act 1957 and the Charities Act 2005.

Te Hau Awhiowhio O Otangarei Trust is governed by a Board of Trustees being:

Martin Kaipo (CEO)
Judith Baker
Tania Tito-Edge
Wiremu Puriri (Chair)
Nola Sooner (Secretary)
Alan Martin
Solomon Tipene
Kim Tito
Derek Whitehead



Te Hau Awhiowhio O Otangarei Trust

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30th June 2016

Main Sources of the Entity's Cash and Resources: *

The following organisations are our main funders:

Te Puni Kokiri
Ministry of Education
Ministry of Social Development
Ministry of Health
Northland District Health Board
Manawa PHO

Main Methods Used by the Entity to Raise Funds: *

Te Hau Awhiowhio O Otangarei Trust apply for contracts from various organisations to help fund their operation.

Entity's Reliance on Volunteers and Donated Goods or Services: *

Nil

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ASSURANCE *BRD*

Te Hau Awhiowhio O Otangarei Trust

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30th June 2016

Additional Information:*

Te Hau Awhiowhio O Otangarei is the result of a merger between Otangarei Trust and Te Puawaitanga O Otangarei Health Trust. With vast experience working with whānau spanning more than fifteen years, Te Hau Awhiowhio O Otangarei is a well-known service provider in Northland whose deliverables include:



Ministry of Justice: Corrections Out of Gate Reintegration for Northland and Supported Bail contracts.

Ministry of Health: GP Clinics

Social Housing

Budgeting

Contact details

Physical Address:	165 William Jones Drive, Otangarei, Whangarei, 0112
Postal Address:	P O Box 8027, Kensington, Whangarei, 0145
Phone/Fax:	09 437 0908
Email/Website:	awhiowhio@otangarei.org www.otangarei.org
	https://www.facebook.com/Te-Hau-Awhiowhio-o-Otangarei-Trust-155858648142052/?ref=br_rs
	

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Te Hau Awhiowhio O Otangarei Trust

Statement of Financial Performance

"How was it funded?" and "What did it cost?"

For the year ended

30th June 2016

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Revenue				
Donations, fundraising and other similar revenue*	1	65,927		-
Fees, subscriptions and other revenue from members*		-		-
Revenue from providing goods or services*	1	1,730,386		-
Interest, dividends and other investment revenue*	1	11,640		-
Other revenue	1	1,587		-
Total Revenue*		1,809,540	-	-
Expenses				
Expenses related to public fundraising*				
Volunteer and employee related costs*	2	1,251,383		-
Costs related to providing goods or services*	2	550,179		-
Grants and donations made*	2	1,346		-
Other expenses	2	52,039		-
Total Expenses*		1,854,947	-	-
Surplus/(Deficit) for the Year*		(45,407)	-	-

BDO Northland
ASSURANCE 

Te Hau Awhiowhio O Otangarei Trust

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at

30th June 2016

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Assets				
Current Assets				
Bank accounts and cash*	3	473,731	-	-
Debtors and prepayments*	3	161,981	-	-
Investments	3	252,588	-	-
Other current assets - Tax	3	5,811	-	-
Total Current Assets		894,111	-	-
Non-Current Assets				
Property, plant and equipment*	4	480,593	-	-
Investments*		-	-	-
Other non-current assets		-	-	-
Total Non-Current Assets		480,593	-	-
Total Assets*		1,374,704	-	-
Liabilities				
Current Liabilities				
Bank overdraft*		-	-	-
Creditors and accrued expenses*	3	108,584	-	-
Employee costs payable*	3	141,100	-	-
Income Received in Advance	3	95,000	-	-
Other current liabilities	3	28,647	-	-
Total Current Liabilities		373,331	-	-
Non-Current Liabilities				
Loans*		-	-	-
Other non-current liabilities		-	-	-
Total Non-Current Liabilities		-	-	-
Total Liabilities*		373,331	-	-
Total Assets less Total Liabilities (Net Assets)*		1,001,373	-	-
Accumulated Funds				
Capital contributed by owners or members*		-	-	-
Accumulated surpluses or (deficits)*	5	1,001,373	-	-
Reserves*		-	-	-
Total Accumulated Funds*	5	1,001,373	-	-

This performance report was approved by the Trust on 19 April 2017

Trustee

Trustee

BDO Northland
ASSURANCE *BR*

Te Hau Awhiowhio O Otangarei Trust

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended
30th June 2016

	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Cash Flows from Operating Activities*			
Cash was received from:			
Donations, fundraising and other similar receipts*	46,531		-
Fees, subscriptions and other receipts from members*	-		-
Receipts from providing goods or services*	2,021,333		-
Interest, dividends and other investment receipts*	7,798		-
Net GST	25,499		-
Cash was applied to:			
Payments to suppliers and employees*	1,850,603		-
Donations or grants paid*	1,346		-
Net Cash Flows from Operating Activities*	249,212		
Cash flows from Investing and Financing Activities*			
Cash was received from:			
Receipts from the sale of property, plant and equipment*	3,131		-
Receipts from the sale of investments*	-		-
Proceeds from loans borrowed from other parties*	-		-
Capital contributed from owners or members*	-		-
Cash was applied to:			
Payments to acquire property, plant and equipment*	64,128		-
Payments to purchase investments*	252,588		-
Repayments of loans borrowed from other parties*	52,018		-
Capital repaid to owners or members*	-		-
Net Cash Flows from Investing and Financing Activities*	(365,603)		
Net Increase / (Decrease) in Cash*	(116,391)		
Opening Cash*	590,122		-
Closing Cash*	473,731		-
This is represented by:			
Bank Accounts and Cash*	473,731		-

BDO Northland
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Te Hau Awhiowhio O Otangarei Trust

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30th June 2016

Basis of Preparation*

Te Hau Awhiowhio O Otangarei Trust has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)*

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Te Hau Awhiowhio O Otangarei Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Depreciation

Depreciation has been charged using rates which relate to the estimated useful lives of fixed assets.

Land - not depreciated

Buildings - 2% SL

Motor Vehicles - 20% SL

Furniture & Fixtures - 10% SL

Office Equipment - 10 - 30 % SL

Plant & Equipment 10 - 40% SL

Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

Tier 2 PBE Accounting Standards Applied (if any)*

Nil

BDO Northland
ASSURANCE *800*

Te Hau Awhiowhio O Otangarei Trust

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30th June 2016

Accounting Policies*

Debtors and Prepayments

Debtors are stated at estimated realisable value. Amounts not considered recoverable have been written off during the year.

Investments

Investments consist of Term Deposits and are recorded at cost.

Creditors and Accrued Expenses

Creditors and Accrued Expenses are recorded when an invoice has been received. Where goods have been received by the Trust or services performed for the Trust but no invoice has yet been received, an estimate of the amount to be paid has been accrued.

Employee Costs Payable

Employee Costs Payable are recorded as employees have earned the entitlement or the Trust has withheld amounts from wages and salaries already paid.

Loans

Loans are recorded when the amount borrowed is received. Principal repayments during the period are deducted from the loan balance. Any interest owing at balance date but not yet paid is added to the loan balance.

Donations, Fundraising and Other Similar Revenue

Donations, Fundraising and Other Similar Revenue is recorded on receipt provided there is no "use or return" conditions attached. Where "use or return" conditions are attached the revenue is initially recorded as a liability, with revenue recognised as the conditions are met.

Revenue from Providing Goods or Services

Contract Income

Service contract income is recorded when the service is performed. Contracts that have no conditions are recorded as the revenue is received.

Clinic Income

Clinic income is recorded as the revenue is received.

Interest, Dividends and Other Investment Revenue

Interest, Dividends and Other Investment Revenue is recorded when earned.

Accounting Policies

This is the first set of financial statements prepared using PBE SFR-A. The Trust has elected to apply the special provision of section B10 of these standards and as such has attached the prior year financial statements in lieu of comparatives. Please refer to the prior year financial statements for the previous accounting policies. Accounting policies for the current year are as above.

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For the year ended
30th June 2016

Revenue Item	Analysis	This Year	Last Year
Fundraising revenue		\$	\$
	Total		

Revenue Item	Analysis	This Year	Last Year
Donations and other similar revenue		\$	\$
	Oxford Trust	3,542	
	Te Whareora O Tikipunga	4,214	
	Other	412	
	Funds from Otangarei Trust	38,363	
	NZ Lottery Board	19,396	
	Total	65,927	

Revenue Item	Analysis	This Year	Last Year
Fees, subscriptions and other revenue from members		\$	\$
	Total		

Revenue Item	Analysis	This Year	Last Year
Revenue from providing goods or services		\$	\$
	Ministry of Social Development	731,483	
	Northland District Healthboard	30,000	
	Ministry of Education	3,781	
	Ministry of Health	5,310	
	Capitation	164,588	
	Te Puni Kokiri	72,000	
	Careplus	9,732	
	National Urban Maori Authority	52,870	
	Te Puni Kokiri - Pou Hakinakina	75,000	
	VLCA Capitation	49,637	
	Manaia Health PHO	263,041	
	Other Income	6,625	
	Ngati Hine - Te Pou Matakana	180,000	
	ACC Service Income	11,932	
	Clinic Income	15,833	
	Puawai Puriri Holiday Programme	3,367	
	MPDS Funding	41,450	
	HealthPack Trust	13,737	
	Total	1,730,386	

Revenue Item	Analysis	This Year	Last Year
Interest, dividends and other investment revenue		\$	\$
	ANZ Bank	11,640	
	Total	11,640	

Revenue Item	Analysis	This Year	Last Year
Other revenue		\$	\$
	WINZ Wage Subsidy	1,587	
	Total	1,587	

Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Expenses related to public fundraising			
	Total		

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Salaries and Wages	1,006,362	
	ACC levies	3,536	
	Staff Training	9,680	
	Navigational Secondment	115,273	
	Pou Hakinakina	48,920	
	POA - Change Management	67,612	
	Total	1,251,383	

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services	Advertising & Marketing	2,443	
	Capitation Levy	5,889	
	Cleaning & Laundry	10,524	
	Consultancy	37,810	
	Computer & IT Expenses	48,065	
	Conference & Meeting Expenses	10,213	
	Counselling & Locum Services	42,139	
	Light & Power	9,856	
	Food Supplies & Catering	17,746	
	Fuel & Oil	21,446	
	General Expenses	145	
	Governance Expenses	8,936	
	Hire of Equipment	13,285	
	Insurance	18,718	
	Licenses & Registrations	5,944	
	Medical Supplie	23,924	
	Rakau Rangatira Expenses	3,380	
	Rent	36,535	
	Rates	8,280	
	Programme Expenses	27,109	
	Professional Supervision	3,403	
	Repairs & Maintenance	26,562	
	Project - WO	21,083	
	Security	5,895	
	Travel Expenses - National	7,568	
	Tolls & Parking Expenses	83	
	Motor Vehicle Expenses	36,867	
	Waste Removal	723	
	Bank Charges	1,365	
	Audit Fees	7,000	
	Accountancy & Financial Controller Fees	39,388	
	IRD Penalties	814	
	Printing, Stamps & Stationery	21,130	
	Telephone, Tolls & Internet	25,911	
	Total	550,179	

Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year	Last Year
Bank accounts and cash	Cheque account balance	\$ 106,588	\$
	Savings account balance	367,143	
	Cash Floats		
	Total	473,731	

Asset Item	Analysis	This Year	Last Year
Debtors and prepayments	Accounts receivable	\$ 160,340	\$
	Prepayments	1,641	
	Total	161,981	

Asset Item	Analysis	This Year	Last Year
Inventory		\$	\$
	Total		

Asset Item	Analysis	This Year	Last Year
Other current assets	Tax Receivable	\$ 5,811	\$
	Total	5,811	

Tax Receivable consist of RWT, which has been deducted from interest earned and is due to the Trust

Asset Item	Analysis	This Year	Last Year
Investments	Term Deposits	\$ 252,588	\$
	Total	252,588	

Short Term deposit consists of a 3 month Term Deposit with a maturity date of 13th September 2016. Interest rate is 2.8% p.a.

Asset Item	Analysis	This Year	Last Year
Other non-current assets		\$	\$
	Total		

BDO Northland
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Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Note 3 : Analysis of Assets and Liabilities

Liability Item	Analysis	This Year \$	Last Year \$
Creditors and accrued expenses	Trade and other payables	23,340	
	GST Payable	65,594	
	Accrued expenses	14,500	
	Credit Card	5,150	
	Total	108,584	

Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable	Holiday pay accrual	82,457	
	Wages and salaries earned but not yet paid	17,331	
	PAYE owing	41,312	
	Total	141,100	

Liability Item	Analysis	This Year \$	Last Year \$
Income Received in Advance	MSD - Rakau Rangatira	95,000	
	Total	95,000	

Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities	Current Portion - Loans	28,647	
	Total	28,647	

The loan is due to be repaid in January 2017, interest is payable at 15.35% and security exists over the Holden Colorado vehicle.

Liability Item	Analysis	This Year \$	Last Year \$
Loans			
	Total		

Liability Item	Analysis	This Year \$	Last Year \$
Other non-current liabilities			
	Total		

BDO Northland
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Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Note 4 : Property, Plant and Equipment

This Year						PPE7 - PPE8	
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*	Current Valuation*	Source and Date of Valuation*
Land*	23,732			-	23,732		
Buildings*	279,961	33,852		5,122	307,691		
Motor Vehicles*	61,718		4,582	11,426	45,710		
Furniture and fixtures*	12,382			1,239	11,143		
Office equipment*	35,748	11,962		12,055	35,655		
Computers (including software)*	-				-		
Plant & Equipment	50,901	18,314		12,553	56,662		
Heritage assets	-				-		
Total	464,442	64,128	4,582	43,395	480,593		

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*	-			-	-
Buildings*	-				-
Motor Vehicles*	-				-
Furniture and fixtures*	-				-
Office equipment*	-				-
Computers (including software)*	-				-
Plant & Equipment	-				-
Heritage assets	-				-
Total	-	-	-	-	-

Significant Donated Assets Recorded - Source and Date of Valuation*

Significant Donated Assets - Not Recorded*

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Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Note 5: Accumulated Funds

This Year	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	-	1,046,780	-	1,046,780
Capital contributed by owners or members*	-	-	-	-
Capital returned to owners or members*	-	-	-	-
Surplus/(Deficit)*	-	(45,407)	-	(45,407)
Distributions paid to owners or members*	-	-	-	-
Transfer to Reserves*	-	-	-	-
Transfer from Reserves*	-	-	-	-
Closing Balance	-	1,001,373	-	1,001,373

Last Year	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Description*				
Opening Balance	-	-	-	-
Capital contributed by owners or members*				+
Capital returned to owners or members*				-
Surplus/(Deficit)*				-
Distributions paid to owners or members*		-		-
Transfer to Reserves*		-	+	
Transfer from Reserves*		-		
Closing Balance	-	-	-	-

[illegible]

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Te Hau Awhiowhio O Otangarei Trust
Notes to the Performance Report
For the year ended
30th June 2016

Note 6 : Commitments and Contingencies

Commitment*	Explanation and Timing*	At balance date	At balance date
		This Year*	Last Year*
		\$	\$
Commitments			
The Trust has the following commitments in regards to operating leases:			
Property Leases		44,300.00	-
Motor Vehicles		17,592.24	-
Operations - Photocopier		17,377.04	-
			-
Contingency*	Explanation*	At balance date	At balance date
		This Year*	Last Year*
		\$	\$
Contingent Liabilities and Guarantees			
There are no contingent liabilities or guarantees as at balance date (Last Year - nil)			

BDO Northland
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Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Notes 7-10

Note 7: Other

Significant Grants and Donations with Conditions which have not been Recorded as a Liability*

Description*	Original Amt*	Not Fulfilled Amt	Purpose and Nature of the Condition(s)*

Goods or Services Provided to the Entity in Kind*

Description*	Amount*

Assets Used as Security for Liabilities*

Nature and Amount of Borrowing*

Nature and Amount of Asset Used as Security*

Note 8: Assets Held on Behalf of Others*

Description of the Assets Held*	Name of Entity of Whose Behalf Assets are Held*

Note 9: Related Party Transactions*

Description of Related Party Relationship*	Description of the Transaction (whether in cash or amount in kind)*	This Year \$	Last Year \$	This Year \$	Last Year \$
		Value of Transactions*	Value of Transactions*	Amount Outstanding*	Amount Outstanding*
Martin Kalpo, Trustee is also a paid employee of the Trust. Several relations of Trustees are also employed by the Trust		\$ 280,340			
In July 2014 a rental agreement was signed between the Trust and Martin and Janine Kalpo for the rent of 15 Holmes Avenue, Whangarei. All related party transactions are approved by the Board of Trustees.		\$ 20,800			
Martin Kalpo is the president of the City Rugby Football Club Inc. The trust leases the changing rooms and gym for the Hakinakina contract and leases the members bar for the holiday programs and Youth daily programs. The Trust also pays for R & M Expenses for maintenance and contribute to power and Internet.		\$ 3,179			
The Trust sold a vehicle to a member of the Kalpo family during the year		\$ 3,000			
Judy Baker (Trustee) was employed by the Trust during the year.		\$ 25,261			
Nola Sooner (Trustee) is also a an office of Manala Health PHO Ltd. The Trust received funding from Manala health PHO during the year.		\$ 427,629			
Tania Edge (Trustee) provided consulting services throughout the year.		\$ 21,680			
Trustee Fees were paid during the year.		\$ 8,935			

BDO Northland
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Te Hau Awhiowhio O Otangarei Trust

Notes to the Performance Report

For the year ended
30th June 2016

Notes 7-12 ¹⁰ *BR*

Note 10: Events After the Balance Date*

This Year

Nature of Event*

Otangarei Papakainga Limited was incorporated on 10th March 2017. Te Hau Awhiowhio O Otangarei Trust are 100% shareholders of Otangarei Papakainga Limited. This company was established as the social housing arm of the Te Hau Awhiowhio O Otangarei Trust.

BDO Northland
ASSURANCE *BR*



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BDO NORTHLAND
49 John Street
PO Box 448, Whangarei 0140
New Zealand

Kerikeri Office
Tel: +64 9 407 7250

INDEPENDENT AUDITOR'S REPORT

TO: THE TRUSTEES OF TE HAU AWHIOWHIO O OTANGAREI TRUST

Report on the performance report

We have audited the accompanying performance report of Te Hau Awhiowhio o Otangarei Trust on pages 1 to 19 which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2016, the statement of financial position as at 30 June 2016, and the statement of accounting policies and other explanatory information.

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

The responsibility of the Trustees for the performance report

The Trustees are responsible on behalf of the entity for:

- (a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report

in accordance with Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- (c) for such internal control as the Trustees determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error

Auditor's responsibility

Our responsibility is to express an opinion on the performance report based on our audit. We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement.

PARTNERS: Adelle Allbon Angela Edwards Scott Kennedy Robyn Tertelsk

BDO New Zealand Ltd, a New Zealand limited liability company, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO New Zealand is a national association of independent member firms which operate as separate legal entities.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance report, including performing procedures to obtain evidence about and evaluating whether the reported outcomes and outputs and quantification of the outputs to the extent practicable are relevant, reliable, comparable and understandable. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the performance report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the performance report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the performance report.

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

Other than in our capacity as auditor we have no relationship with, or interests in, Te Hau Awhiowhio o Otangarei Trust.

Opinion

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b) the performance report on pages 1 to 19 presents fairly, in all material respects:
 - the entity information for the year then ended;
 - the service performance for the year then ended; and
 - the financial position of Te Hau Awhiowhio o Otangarei Trust as at 30 June 2016, and its financial performance and cash flows for the year then ended

in accordance with Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit).



BDO Northland
20 April 2017
Whangarei
New Zealand

Cindy Velthuisen

From: Huria Heperi <kaingaora@otangarei.org>
Sent: Friday, 23 March 2018 4:09 PM
To: Mail Room
Subject: Community Funding application
Attachments: WDC community Funding-Application-Kainga Ora Otangarei.pdf; THA annual report 2017.pdf; THA bank account.pdf

Please find attached an application for the community fund, to support a Otangarei Matariki event celebrating the launch of the playground & BB1/2 court in June.



Huria Heperi
Programme Manager

Te Hau Āwhiowhio o Otangarei Trust

*T: 09 437 0908 x210
165 William Jones Drive, Otangarei 0112*



Charity Summary

Registration Number: CC50436
Registration Date: 31/07/2014
Charity Name: Te Hau Awhiowhio o Otangarei Trust

Charity Details

Trading Name Otangarei Trust

Registration Details

Registration Status: Registered
Balance Date: June 30
IRD Number: Restricted

Address for Service:

Charity's Postal Address: PO.Box 8027
KENSINGTON
WHANGAREI 0112

Charity's Street Address: 165 William Jones
Otangarei
Whangarei 0145

Charity's other details

Phone: 09 4370908
Fax:
Email: awhiowhio@otangarei.org
Website: www.otangarei.org
Facebook: Te Hau Awhiowhio o Otangarei Trust
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Whanau determine their own direction and destiny
Whanau are thriving, healthy and contributing to social wellness
With vibrant community leadership whanau will thrive with confidence

Entity Structure

Te Hau Awhiowhio o Otangarei Trust is domiciled in New Zealand and is a charitable organization registered under the Charitable Trusts Act 1957 and the Charities Act 2005

Activities

Main Activity: Other (please state)
Activities: Other: GP Registered Hauora Centre
Kainga Whanau ora Services
Social Services & Pastrol supports

Sectors

Main Sector: Other (please state)
Sectors: Other: Kainga Whanau ora Centric

Beneficiaries

Main Beneficiary: Family / whanau
Beneficiaries: Children / young people, Older people, People of a certain ethnic / racial origin,
General public, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
27/05/2017	30/06/2016	1,809,540	1,854,947	AR002
22/05/2017	30/06/2015	2,405,932	1,359,152	AR001

Officer Details

Current Officers

Name	Officer Type	Position
Kim Tito	Individual	Trustee
Tekenana Wiremu Puriri	Individual	Chairperson
Derek Whitehead	Individual	Trustee
Judy Baker	Individual	Trustee
Martin Kaipo	Individual	Trustee

Past Officers

Name	Officer Type	Position
Alan Martin	Individual	Trustee
Maria Baker	Individual	Trustee

Janine Kaipo	Individual	Trustee
Tania Tito-Edge	Individual	Trustee
Alan Wihongi	Individual	Trustee
Solomon Tipene	Individual	Trustee
Te Ropu Poa	Individual	Chairperson
Alex Henare	Individual	Trustee

[NEW SEARCH](#) | [PREVIOUS SEARCH](#)

Number 2611683
Name TE HAU AWHIOWHIO O OTANGAREI TRUST
Incorporated 25-AUG-2014
Current Status REGISTERED
Organisation Type Charitable Trust

[View Certificate Of Incorporation](#)[EMAIL CERTIFICATE](#)[Print This Page](#)

Previous Names

No Previous Names on record

Address Details

Registered Office

165 William Jones Drive
Otangarei
Whangarei


Address for Communication

PO Box 8027
Kensington
Whangarei

Officers/Trustees

Details of officers/trustees have not been provided. This information is optional.

Documents Registered

Date	Barcode	Description	File Size	Available
 25-AUG-2014 11:32:21	10062867630	New Incorporation Other Entities	927.1 Kb	

[Click to download viewing software.](#)

Printed: Thursday, 19th April 2018 16:10:32 NZST

Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18



WHANGAREI
DISTRICT COUNCIL

RECEIVED
CUSTOMER SERVICES

23 MAR 2018

WHANGAREI
DISTRICT COUNCIL

Application summary	
Organisation name	Literacy Whangarei Inc
Amount requested	\$ 2,700
Project name	LW 40th Anniversary
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details	
<i>Tell us about your organization/group</i>	
Group's postal address	71 Bank St Whangarei
Postcode	0110
Group's bank account name:	Literacy Whangarei (ASB Bank)
Group's bank account number:	123099054674300
Group's GST number	048-244-246
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")	
Who are your group's main contact(s) for this funding application?	
Primary contact's name	Marion Kerepeti
Position in group	Manager
Email	mkerepeti.115@literacy.org.nz
Daytime phone number(s)	(09) 438 2511
Second contact's name	Will Monk
Position in group	Governing Committee member
Email	kwillmango@gmail.com
Daytime phone number(s)	(09) 435 0526 021 026 49052

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?

Does your group have a legal status?



Yes

Please state your incorporated society or charitable trust registration number:

Literacy Whangarei Incorporated 273581

☒ Attach a copy of your most recent set of financial accounts. ✓

☒ Attach evidence of your bank account details. ✓

If you do not have a legal status you must apply under the umbrella of a group that does.



No, we are applying under the umbrella of:

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Literacy Whangarei 40th anniversary
When will this take place?	September 2018
Where will this take place?	Organisation premises and elsewhere

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

We want to acknowledge all the people who have been involved in the organisation and provided such a vast volunteer contribution to the community since 1978; also as a publicity opportunity to attract potential students and new volunteer tutors. At this stage we expect 100+ people for the function and approx 1000 via media etc. We do not have funding reserves to undertake the project without a grant.

Literacy Whangarei was established in 1978 so 2018 is the 40th anniversary of providing tuition, mentoring and learning support to the Whangarei community. The mission statement and associated documents attached explain our purpose and community activities. Over these 4 decades we have trained over 400 tutors and equipped them to assist other adults with literacy, numeracy and learning needs, and provided free tuition and learning support for over 8000 adult students - from 1/1 reading/writing and numeracy to groups for driver licence, te reo Maori, Police entrance etc. We have collaborated with a wide range of other community groups including community houses, Deaf society, mental health groups, IHC and other disability organisations, and helped people into trades and apprenticeships.

Most of the people we help have simply missed the boat in their childhood education (for a host of different reasons) and now wish to catch up in order to be able to access and engage with the written materials that are an integral part of community participation, and to help their own whanau.


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23 MAR 2018

WHANGAREI
DISTRICT COUNCIL

Section 4: Project Budget

Are you registered for GST?	<input type="checkbox"/>	No – your budget figures must <u>include</u> GST
	<input checked="" type="checkbox"/>	Yes – your budget figures must <u>exclude</u> GST
GST number	048-244-246	
Total project costs		
Include <u>all</u> your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column. e.g. materials, venue hire, promotion, equipment hire, personnel costs		
	Amount \$	Tick if applying for
venue hire	200	
promotion	1000	
personnel	300	
equipment hire	200	
materials / mailing / photocopie / printing	800	
travel	200	
(A) Total cost	\$2,700	

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
	Amount
Project income <i>e.g. ticket sales 50 x \$10 = \$500</i>	
	\$
	\$
	\$
Other sources of income <i>e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising</i>	
	\$
	\$
	\$
	\$
	\$
	\$
(B) Total funds available	\$

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$ 2,700
B: Less total funds available	\$ 0
C: Difference	\$
D: Amount requested	\$ 2,700
If your group does not receive the full amount requested, how will you make up the difference?	
We will run a more low key project.	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications


I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.

This consent is given under the Privacy Act 1993.

Name	Marion Kerepeti
Signature	
Position in Group	Manager
Date	03/22/18

Final check – make sure you have:

- ☒ Completed all sections and signed the declaration
- ☒ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☒ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☒ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☐ Kept a copy of this application for your records.

Community Funding

Feedback Form

To assist us in ensuring that your experience when obtaining information about and applying to Whangarei District Council's community funding is simple and successful, we would appreciate your feedback by answering the following questions:

1. How did you find out about the Community Fund?

- | | |
|--|---|
| <input type="checkbox"/> Whangarei Leader | <input checked="" type="checkbox"/> Council's website |
| <input type="checkbox"/> Council's Community Funding Officer | <input type="checkbox"/> Community noticeboard / newsletter |
| <input type="checkbox"/> Previously applied | <input type="checkbox"/> Other (<i>please specify</i>) |

2. Have you visited the Funding and Grants page on Council's website?

- ☒ Yes ☐ No

If Yes, how user friendly was it?

- | | | | | | | |
|------|--------------------------|--------------------------|--------------------------|--------------------------|-------------------------------------|-------|
| | 1 | 2 | 3 | 4 | 5 | |
| Poor | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Great |

What could we change or do better?

3. Did you find this application form easy to understand and complete?

- ☒ Yes ☐ No

What could we change or do better?

Thank you!



Literacy Whangarei
71 Bank Street
Whangarei 0110

Society Cheque account

Account no 12-3099-0546743-00
Opening date 31 Jan 18
Statement no 574
Page no 1 of 2

Transaction details

Date	Other Party	MTS	Particulars	Code	Reference	Debit/Withdrawal \$	Deposit \$	Balance \$
31 Jan	Opening Balance							1,582.84
02 Feb	Literacy Aotearoa In	DC					14,177.54	15,760.38
05 Feb	1162 Wages							15,760.38
07 Feb	TFR To Wages	AP	Marion Wages			481.34		15,279.04
07 Feb	TFR To Wages	AP	Suz's Wages			937.95		14,341.09
07 Feb	Literacy Aotearoa In	DC				426.62		13,914.47
13 Feb	1163 Wages						3,105.00	17,019.47
14 Feb	TFR To Wages	AP	Marion Wages			1,272.34		15,747.13
14 Feb	TFR To Wages	AP	Suz's Wages			937.95		14,809.18
15 Feb	1164 Advert Cost					426.62		14,382.56
16 Feb	1165 Land Navigation					81.13		14,301.43
20 Feb	IRD Payment					1,785.00		12,516.43
20 Feb	1168 Wages					5,000.00		7,516.43
21 Feb	TFR To Wages					562.39		6,954.04
21 Feb	TFR To Wages					1,443.33		5,510.71
21 Feb	TFR To Wages	AP	Marion Wages			937.95		4,572.76
27 Feb	1170 Wages	AP	Suz's Wages			426.62		4,146.14
27 Feb	1172 Reimbursements					667.08		3,479.06
27 Feb	1173 Vodafone					120.00		3,359.06
28 Feb	1171 Reimbursements					345.87		3,013.19
28 Feb	TFR To Wages	AP	Marion Wages			110.40		2,902.79
28 Feb	TFR To Wages	AP	Suz's Wages			937.95		1,964.84
28 Feb	TFR To Wages					426.62		1,538.22
28 Feb	1174 Wages						1,000.00	2,538.22
28 Feb	1175 Parking and Ren					492.82		2,045.40
28 Feb	1176 Reimbursements					739.30		1,306.10
28 Feb	Closing Balance					40.00		1,266.10
28 Feb								1,266.10

Balances other accounts		\$
50	Savings On Call	6,003.03
Total		6,003.03

Performance Report

Literacy Whangarei
For the year ended 31 December 2016

Prepared by Literacy Aotearoa

Contents

3	Independent Assurance Practitioner's Review Report
5	Entity Information
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8	Statement of Financial Performance
9	Statement of Financial Position
10	Statement of Cash Flows
11	Statement of Accounting Policies
14	Notes to the Performance Report

**INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT TO
MEMBERS OF LITERACY AOTEAROA WHANGAREI**

Report on the Financial Information

We have reviewed the accompanying financial information contained in the performance report of Literacy Aotearoa Whangarei ("the Society") which comprises the statement of financial position as at 31 December 2016, and the statement of financial performance and statement of cash flows for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information ("the financial information").

The Responsibility of the Board of Management ("Te Ropu Matua") for the Performance Report
Te Ropu Matua are responsible on behalf of the entity for:

- a) identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b) the preparation and fair presentation of the performance report which comprises
 - the entity information
 - the statement of service performance
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance reportin accordance with the Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) accounting framework issued in New Zealand by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Te Ropu Matua determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the financial information contained in the performance report based on our review. The scope of our review does not include the entity information or the statement of service performance and accordingly we do not express a conclusion on either of those. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE NZ) 2400 (Revised), Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity. Those standards require us to conclude whether anything has come to our attention that causes us to believe that the financial information contained in the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) accounting framework. Those standards also require that we comply with ethical requirements.

A review of the financial information contained in the performance report in accordance with ISRE (NZ) 2400 (Revised) is a limited assurance engagement. We perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and apply analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgement, including the areas identified where a material misstatement is likely to arise.



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The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on the financial information contained in the performance report.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Literacy Aotearoa Whangarei.

Conclusion :

Based on our review, nothing has come to our attention that causes us to believe that the financial information contained in the performance report on pages 8 to 16 does not present fairly, in all material respects, the financial position of Literacy Aotearoa Whangarei as at 31 December 2016, and its financial performance and cash flows for the year then ended, in accordance with the Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) accounting framework.

Restriction on Distribution or Use

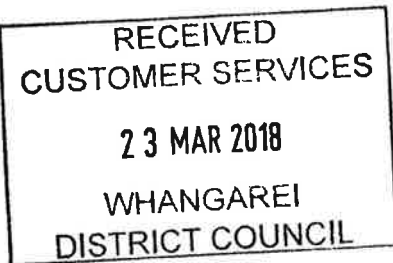
This report is made solely to the Society's members, as a body. Our review work has been undertaken so that we might state to the Society's members those matters which we are required to state to them in our review report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Society's members, as a body, for our review procedures, for this report, or for the conclusion we have formed.

BDO Auckland

BDO Auckland

15 May 2017

Auckland
New Zealand



Entity Information

Literacy Whangarei For the year ended 31 December 2016

Legal Name of Entity

Literacy Whangarei Incorporated

Entity Type and Legal Basis

Literacy Whangarei is an incorporated society established under the Incorporated Societies Act 1908 and is also a registered Charity under the Charities Act 2005.

Registration Number

Charities Registration Number; CC21448

Incorporated Society Number; 273581

Entity's Purpose or Mission

Literacy Whangarei Incorporated aligns and contributes to the Mission of Literacy Aotearoa: 'Literacy Aotearoa Inc. is established to develop, promote and deliver accessible quality literacy and numeracy services designed to ensure the peoples of Aotearoa are critically literate and able to realise their full social, cultural and economic potential.'

Entity Structure

Incorporated Society Structure: Our Constitution states that we must have between three and seven governance members. We currently have five that constitute our governance board, including three executive officer positions: Chair/President, Treasurer and Secretary. Governance members may lead sub committees as determined by our annual workplan and priorities.

Main Sources of Entity's Cash and Resources

Literacy Whangarei Incorporated has received its income from related party contracts, donations and grants.

Main Methods Used by Entity to Raise Funds

Fundraising activities include applications to philanthropic trusts, a quiz night and a street day appeal.

Entity's Reliance on Volunteers and Donated Goods or Services

Volunteers contribute to fundraising activities especially collecting in the street day appeal and volunteer tutors deliver our literacy and numeracy programmes to adult learners.

Physical Address

71 Bank Street, Whangarei, Whangarei, New Zealand, 0110

Postal Address

71 Bank Street, Whangarei, Whangarei, New Zealand, 0110

Approval of Performance Report

Literacy Whangarei

For the year ended 31 December 2016



Dorothy Hunter

Chairperson

Date 15/5/17

The Board is pleased to present the approved performance report including the historical financial statements of Literacy Whangarei Incorporated for year ended 31 December 2016.

APPROVED



Will Marks

Manager

Date 15/5/17

Statement of Service Performance

Literacy Whangarei

For the year ended 31 December 2016

Description of Poupou's Outcomes

We contribute to providing services which 'empower the people of Aotearoa in a realistic and achievable way to acquire the basic reading, writing and communication skills and knowledge necessary to live as peoples of Aotearoa and to understand their own culture.'

Description and Quantification of the poupou's Outputs

Description and Quantification - Outputs	Actual	Budget/Target (optional)	Actual
	This year	This year	Last year
<i>Number of students who participated in our range of literacy, language and numeracy programmes and services</i>	117	130	127
<i>Number of tuition hours delivered to students</i>	5106	4850	3898.5
<i>Number of tutors (volunteer and paid) who worked with students</i>	8	15	8
<i>Number of new organisational relationships established</i>	2	5	3

Statement of Financial Performance

Literacy Whangarei

For the year ended 31 December 2016

	NOTES	2016	2015
Revenue			
Donations, fundraising and other similar revenue	1	17,368	21,112
Income Received from Literacy Aotearoa	1	110,932	113,783
Interest, Dividends and Other Investment Revenue	1	337	673
Other revenue	1	-	2,268
Total Revenue		128,638	137,837
Expenses			
Costs related to providing goods or service	2	21,219	25,925
Grants and donations made	2	30	115
Other expenses	2	5,354	5,275
Volunteer and employee related costs	2	111,259	109,107
Total Expenses		137,863	140,422
Surplus/(Deficit) for the Year		(9,225)	(2,585)



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The Performance Report must be read in conjunction with the attached notes.

Statement of Financial Position

Literacy Whangarei
As at 31 December 2016

	NOTES	31 DEC 2016	31 DEC 2015
Assets			
Current Assets			
Bank accounts and cash	3	6,556	26,891
Debtors and prepayments	3	5,212	-
Total Current Assets		11,768	26,891
Non-Current Assets			
Property, Plant and Equipment	5	5,638	5,726
Total Non-Current Assets		5,638	5,726
Total Assets		17,407	32,617
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	14,036	10,652
Unused donations and grants with conditions	4	5,700	15,068
Total Current Liabilities		19,736	25,720
Total Liabilities		19,736	25,720
Total Assets less Total Liabilities (Net Assets)		(2,329)	6,896
Accumulated Funds			
Accumulated surpluses or (deficits)	6	(2,329)	6,896
Total Accumulated Funds		(2,329)	6,896

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The performance Report must be read in conjunction with the attached notes.

Statement of Cash Flows

Literacy Whangarei

For the year ended 31 December 2016

'How the entity has received and used cash'

	2016	2015
Cash Flows from/(to) Operating Activities		
Donations, fundraising and other similar receipts	8,000	21,112
Receipts from providing goods or services	660	2,268
Interest, dividends and other investment receipts	337	673
Cash receipts from Literacy Aotearoa	110,272	113,783
GST	(41)	38
Payments to suppliers and employees	(136,715)	(131,079)
Donations or grants paid	(30)	(115)
Cash flows from other operating activities	-	(2,675)
Total Cash Flows from/(to) Operating Activities	(17,517)	4,005
Cash Flows from/(to) Investing and Financing Activities		
Payments to acquire property, plant and equipment	(2,817)	(1,342)
Total Cash Flows from/(to) Investing and Financing Activities	(2,817)	(1,342)
Net Increase/ (Decrease) in Cash	(20,335)	2,663
Cash Balances		
Cash and cash equivalents at beginning of period	26,891	24,228
Cash and cash equivalents at end of period	6,556	26,891
Net change in cash for period	(20,335)	2,663

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This statement has been prepared with a review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Literacy Whangarei

For the year ended 31 December 2016

Basis of Preparation

Literacy Whangarei Incorporated (the Society) has elected to apply Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

All amounts are stated exclusive GST except for Debtors and Creditors which are stated inclusive of GST.

Bank Accounts and Cash

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investment with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

Investments - Term Deposits

Term investments are held with registered trading banks and are classified as current assets if they have maturities between three months and one year. Those with maturities greater than twelve months after the balance date are classified as non-current assets. After initial recognition, investments are measured at amortised cost using the effective interest method less impairment.

Accounts Receivables

Trade and other receivables are measured at amortised cost, using the effective interest method, less impairment losses. Trade receivables of a short term nature are not discounted.



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Property, Plant and Equipment

(I) Owned assets

Items of property, plant and equipment are measured at cost less accumulated depreciation and impairment losses except as noted below. Where material parts of an item of property, plant and equipment have different useful lives, they are accounted for as separate items of property, plant and equipment.

(II) Subsequent Costs

Subsequent costs are added to the carrying amount of an item of property, plant and equipment when the cost is incurred if it is probable that the future economic benefits embodied with the item will flow to the Trust or Group and the cost of the item can be measured reliably. All other costs are recognised in the Statement of Financial Performance as an expense when incurred.

(iii) Depreciation

Depreciation is charged to the Statement of Financial Performance on the basis of the estimated useful lives of each part of an item of property, plant and equipment. The estimated useful lives are as follows:

- 1) Plant and Equipment - 3 years or diminishing value 48%
- 2) Other Fixed Assets - 7 years or diminishing value 15%

The useful lives, residual values and depreciation methods are reassessed annually.

(iv) Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses are included in the Statement of Financial Performance.

Operating Leases

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are charged to the Statement of Financial Performance on a straight-line basis over the period of the lease. Lease incentive received are recognised in the Statement of Financial Performance over the lease term as an integral part of the total lease expense.

Accounts Payable

Accounts payable are measured at amortised cost, using the effective interest method, less impairment losses. Trade payables of a short term nature are not discounted.

Employee Entitlements

Liabilities for wages and salaries, including annual leave expected to be settled within 12 months of the reporting date are recognised in other payables in respect of employees' services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled on an undiscounted basis.

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Statement of Accounting Policies

13 JULY 2024 10:00 AM - 10:00 AM

Revenue

(i) Services

Revenue for services including receipts from Literacy Aotearoa is recognised as revenue when they become receivable unless there is an obligation to return the funds if conditions of the revenue are not met. If there is such an obligation the revenue is initially recorded as income received in advance and recognised as revenue when the conditions are satisfied.

(ii) Other Income

Where a physical asset is donated or vested in the Society for nil or nominal consideration the fair value of the asset received is recognised as revenue. Assets vested in the Society are recognised as revenue when control over the asset is obtained.

Volunteer and donated services are not recognised as revenue unless the Society is able to reliably measure the fair value of the services received.

(iii) Donations, fundraising and other similar revenue

Donations, fundraising and other similar revenue are recognised as income at the time they are received.

(iv) Finance Income

Finance income comprises interest income. Interest income is recognised as it accrues, using the effective interest method.

Income Tax

Literacy Whangarei Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Changes in Accounting Policies

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

BDO
BDO AUCKLAND

Notes to the Performance Report

Literacy Whangarei

For the year ended 31 December 2016

	2016	2015
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Grants	9,368	21,112
Lotteries	8,000	-
Total Donations, fundraising and other similar revenue	17,368	21,112
Income received from Literacy Aotearoa	110,932	113,783
Interest, dividends and other investment revenue	337	673
Other revenue		
Lease and Hire Income	-	1,968
Sundry Income	-	300
Total Other revenue	-	2,268
	2016	2015
2. Analysis of Expenses		
Costs related to providing goods or services	21,219	25,925
Grants and donations made	30	115
Other expenses	5,354	5,275
Volunteer and employee related costs	111,259	109,107
	2016	2015
3. Analysis of Assets		
Bank accounts and cash		
Literacy Whangarei Cheque	2,851	3,123
Literacy Whangarei Fastsaver	3,690	23,753
Petty Cash	15	15
Total Bank accounts and cash	6,556	26,891
Debtors and prepayments		
Prepayments	5,212	-
Total Debtors and prepayments	5,212	-
	2016	2015
4. Analysis of Liabilities		
Creditors and accrued expenses		
Accruals	12,503	-
Grants in Advance	5,700	15,068
GST	860	885
Other Payables	201	9,767

BDO

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Notes to the Performance Report

Employee costs payable	472	
Total Creditors and accrued expenses	19,736	25,720

2016 2015

5. Property, Plant and Equipment

Furniture and Fittings		
Furniture and fittings	2,352	2,352
Accumulated Depreciation - Furniture & Fittings	(1,318)	(1,132)
Total Furniture and Fittings	1,034	1,220
Plant and Equipment		
Plant and machinery owned	53,239	50,422
Accumulated depreciation - plant and machinery owned	(48,635)	(45,916)
Total Plant and Equipment	4,605	4,506
Total Property, Plant and Equipment	5,638	5,726
	2016	2015

6. Accumulated Funds

Accumulated Funds		
Opening Balance	6,896	8,990
Accumulated surpluses or (deficits)	(9,225)	(2,094)
Total Accumulated Funds	(2,329)	6,896
Total Accumulated Funds	(2,329)	6,896

7. Commitments

There are no capital commitments as at 31 December 2016 (Last year - nil).

8. Significant Donated Assets Recorded - Source and Date of Valuation

No significant donated assets recorded during the year.

9. Significant Donated Assets - Not Recorded

No significant donated assets not recorded during the year.

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last year - Nil).

11. Significant Grants and Donations with Conditions which have not been Recorded as a Liability

No significant grants and donations with conditions which have not been recorded as a liability.

12. Goods or Service Provided to the Entity in Kind

No significant grants and donations with conditions which have not been recorded as a liability.

13. Assets Used as Security for Liabilities

There were no assets used as security for liabilities.

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14. Assets Held on Behalf of Others

There were no assets held on behalf of others.

15. Related Parties Disclosures

There were no transactions involving related parties during the financial year (Last year - Nil).

16. Events After Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

17. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

18. Correction of Errors

Nil.

BDO

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Statement of Financial Position

Literacy Aotearoa Dunedin Incorporated

As at 31 December 2016

	NOTES	31 DEC 2016	31 DEC 2015
Assets			
Current Assets			
Bank accounts and cash			
Bank and cash		128,120	172,514
Total Bank accounts and cash		128,120	172,514
Debtors and prepayments	3	1,345	4,851
Total Current Assets		129,466	177,366
Non-Current Assets			
Property, Plant and Equipment	5	12,980	9,777
Investments	3	50,000	50,000
Total Non-Current Assets		62,980	59,777
Total Assets		192,446	237,143
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	18,090	40,947
Total Current Liabilities		18,090	40,947
Total Liabilities		18,090	40,947
Total Assets less Total Liabilities (Net Assets)		174,355	196,195
Accumulated Funds			
Accumulated surpluses or (deficits)	6	174,355	196,195
Total Accumulated Funds		174,355	196,195

The performance Report must be read in conjunction with the attached notes.



CERTIFICATE OF INCORPORATION

LITERACY WHANGAREI INCORPORATED

273581

This is to certify that ADULT READING AND LEARNING ASSISTANCE SCHEME WHANGAREI INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 6th day of June 1985 and changed its name to ADULT LEARNING ASSISTANCE, WHANGAREI INCORPORATED on the 14th day of April 2000 and changed its name to LITERACY WHANGAREI INCORPORATED on the 18th day of April 2006.

Neville Harris

Neville Harris
Registrar of Incorporated Societies
17th day of May 2006





Literacy Whangarei

71 Bank Street, Whangarei

Email: whangarei@literacy.net.nz

Phone (09) 438 2511

Literacy Whangarei Mission Statement

**“To provide accessible,
quality tuition that assists the
people of Whangarei district
to become critically literate”.**

([NEW SEARCH](#) | [PREVIOUS SEARCH](#))

Number 273581
Name LITERACY WHANGAREI
 INCORPORATED
Incorporated 06-JUN-1985
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)

([EMAIL CERTIFICATE](#))

[Print This Page](#)

Previous Names (Names changed prior to 1992 may not be recorded)

Name	Date Changed
ADULT LEARNING ASSISTANCE, WHANGAREI INCORPORATED	18-APR-2006
ADULT READING AND LEARNING ASSISTANCE SCHEME WHANGAREI INCORPORATED	14-APR-2000

Address Details

Registered Office

71 Bank Street
 Whangarei 0110

Address for Communication












71 Bank Street
 Whangarei

Officers/Trustees




Name	Date Appointed:
IRELAND, Elizabeth Mary (Treasurer) P.O Box 11-046, Whangarei	12-APR-2004

Documents Registered

(not all documents registered before 1-DEC-1996 will be listed in this summary.)

Date	Barcode	Description	File Size Available
 11-APR-2008 12:53:18	10055543897	Annual Accounts - 2007	317.6 Kb
 11-APR-2008 12:51:59	10055543900	Change Of Address	120.3 Kb
11-APR-2008 12:51:57		Particulars of Officers/Trustees	
 12-APR-2007 08:15:08	10053354419	Annual Accounts - 2006	180.2 Kb
 18-APR-2006 16:14:00	10050922130	Alteration Of Rules	243.2 Kb
 13-APR-2006 16:19:50	10051039240	Annual Accounts - 2005	166.2 Kb
 13-APR-2006 16:12:20	10051039250	Annual Accounts - 2005	307 Kb
 31-MAY-2005 08:53:46	10048475800	Annual Financial Statements for 2004	135.5 Kb
 29-OCT-2004 13:36:09	10046326129	Annual Financial Statements For 2003	142.2 Kb
 11-JUL-2003 15:32:50	10044098511	Change of Registered Office	59.9 Kb
 11-JUL-2003 15:01:19	10044098522	Annual Financial Statements For 2002	141.6 Kb
 04-APR-2001 10:41:34	10036217444	Annual Financial Statements For 2000	59.2 Kb
18-APR-2000 08:00:19	10030757562	Annual Financial Statements For 1999	
14-APR-2000 11:47:39	10030519780	Rules/Name Alteration	

287

	15-APR-1999 15:39:23	10024600307	Annual Accounts -Inc Soc, I&P Societies	
	16-APR-1998 12:51:05	10019673720	Annual Accounts -Inc Soc, I&P Societies	
	15-APR-1997 09:33:59	10012633466	Annual Accounts -Inc Soc, I&P Societies	
	15-MAY-1996 09:25:33	10008594032	Rules, Alteration to Inc Soc Rules, Full	125.1 Kb
	09-APR-1996 10:22:43	10006375333	Annual Accounts -Inc Soc, I&P Societies	
	24-OCT-1995 10:06:29	10004114930	Annual Accounts -Inc Soc, I&P Societies	
	24-OCT-1995 10:06:28	10004114940	Change of Registered Office for Inc Soc	
	08-SEP-1995 09:53:07	10004145004	Rules, Alteration to Inc Soc Rules, Full	
	02-AUG-1995 15:13:05	10004323612	Rules, Alteration to Inc Soc Rules, Full	
	17-SEP-1984 11:53:04	10042452223	Alteration Of Rules	112.5 Kb
	07-JUL-1981 11:53:23	10042452234	Alteration Of Rules	19.5 Kb

[Click to download viewing software.](#)

Printed: Tuesday, 17th April 2018 14:48:30 NZST



Charity Summary

Registration Number: CC21448
Registration Date: 28/02/2008
Charity Name: Literacy Whangarei Inc

Charity Details

Trading Name

Registration Details

Registration Status: Registered
Balance Date: December 31
IRD Number: Restricted

Address for Service:

Charity's Postal Address: 71 Bank Street
Whangarei 110

Charity's Street Address: 71 Bank Street
Whangarei 110

Charity's other details

Phone: (09)4382511
Fax:
Email: whangarei@literacy.net.nz
Website:
Facebook: https://www.facebook.com/whangareiliteracy/?ref=aymt_homepage_panel
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Literacy Whangarei Incorporated aligns and contributes to the Mission of LiteracyAotearoa: literacyAotearoa Inc. is established to develop, promote and deliver accessible quality literacy and numeracy services designed to ensure the peoples ofAotearoa are critically literate and able to realise their full social, cultural and economic potential.'

Entity Structure

Our Constitution states that we must have between three and seven governance members. We currently have five that constitute our governance board, including three executive officer positions: Chair/President, Treasurer and Secretary. Governance members may lead sub committees as determined by our annual workplan and priorities.

Main

Activities

Main Activity: Provides services (e.g. care / counselling)
Activities: Provides services, Provides advice / information / advocacy, Provides human resources, Other: Provide educational (literacy) services

Sectors

Main Sector: Education / training / research
Sectors: Education / training / research, Community development, Social services, Promotion of volunteering

Beneficiaries

Main Beneficiary: General public
Beneficiaries: Older people, People with disabilities, General public, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
09/01/2018	31/12/2017			
26/06/2017	31/12/2016	128,637	137,862	AR009
26/06/2016	31/12/2015	137,836	140,422	AR008
06/07/2015	31/12/2014	149,760	147,176	AR007
15/04/2014	31/12/2013	125,670	147,095	AR006
30/04/2013	31/12/2012	161,535	200,341	AR005
09/05/2012	31/12/2011	187,235	256,559	AR004
11/11/2011	31/12/2010	259,584	271,732	AR003
25/05/2010	31/12/2009	319,556	641,348	AR002
09/01/2018	31/12/2008			

Officer Details

Current Officers

Name	Officer Type	Position
Hemo Allpress	Individual	Treasurer
Bridget Hallsworth	Individual	Secretary
Dorothy Hunter	Individual	Chairperson

Violet Heremaia	Individual	Deputy Chairperson
-----------------	------------	--------------------

Past Officers

Name	Officer Type	Position
Florence Saunders	Individual	Committee Member
Janet Wheatcroft	Individual	Secretary
Susan Morehu	Individual	Committee member
Janice Weston-Arnold	Individual	Committee Member
Steve Jaunay	Individual	Committee Member
Andries Van Der Sluis	Individual	Chairperson
Lorne Driscoll	Individual	Tutor & Committee Member
Luanne Hopkins	Individual	Committee Member
Paul Henderson	Individual	Committee Member
Edward Brooks	Individual	Committee member
Mary Ireland	Individual	Treasurer
Mary McDonald	Individual	Committee Member
Michael Scutt	Individual	Committee Member
Nigel Chadwick	Individual	Vice Chairperson
Dorothy Hunter	Individual	Governing Committee member
Frederick Tito	Individual	Committee member
Gavin Dawson	Individual	Chairperson
Larry Carter	Individual	Chairperson
Larry Carter	Individual	Treasurer
Whitfield David	Individual	Committee Member
Elizabeth Shi	Individual	Vice Chairperson
Melanie Closs	Individual	Committee Member
Elizabeth Ireland	Individual	Treasurer

1718 CF R2 - ~~1718~~
Bowling



Community Funding Application Form

For the Community Fund and Performing Arts Fund 2017-18

Application summary	
Organisation name	Mt Manaia Bowling Club Inc.
Amount requested	\$2,371
Project name	Renovations of Club House.
Fund applying to:	<input type="checkbox"/> Performing Arts Fund <input checked="" type="checkbox"/> Community Fund (Round 2)

Section 1: Applicant Details

Tell us about your organization/group

Group's postal address	134 Whangarei Heads Rd	
	Parua Bay RD4 Whangarei	
Postcode	0174	
Group's bank account name:	Mt Manaia Bowling Club Inc.	
Group's bank account number:	12-3092-0061540-00	
Group's GST number	—	
Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")		
Community Bowling Club - Outdoors.		
Who are your group's main contact(s) for this funding application?		
Primary contact's name	Paullette Johnson	
Position in group	Treasurer.	
Email	dol.lind@hotmail.com.	
Daytime phone number(s)	0274 270170	
Second contact's name	Pat Thompson.	
Position in group	President.	

Email	148peetee@gmail.com
Daytime phone number(s)	09 4365 007 027653 7132 .

Section 2: Eligibility

Tell us about any other grants your group has previously received from Whangarei District Council (last three years only).

Year	Purpose	Amount \$	Project report returned?
	<i>Nil</i>		

Does your group have a legal status?



Yes

Please state your incorporated society or charitable trust registration number:

Incorporated Society



Attach a copy of your most recent set of financial accounts.



Attach evidence of your bank account details.

If you do not have a legal status you must apply under the umbrella of a group that does.



No, we are applying under the umbrella of:

Please have the umbrella group complete the blue section at the end of this application and provide the necessary documents.

Note: If you are applying under an umbrella group, payment of the grant will be made only to that umbrella group.

Section 3: The Project

Tell us what you want to do – Who, What, When, Where, Why, How

Describe your project in terms of the following:

Name of project	Renovations of Club House.
When will this take place?	Over Winter
Where will this take place?	At the Club Rooms 1341 Whang. Heads Rd.

Tell us about your project in full. Be succinct and clear, and include:

- What is it that you want to do?
- Who will benefit from your project and why?
- How many people are you expecting to participate?
- Why should this project receive funding?

(attach additional sheets if you wish).

Our Club has been going for 30 years and still has original paint & wallpaper.

We want to update with paint and a new vanity & toilet for the Ladies Room.

Everyone will benefit. Most of the Club members will help with the renovations.

We are a small country Club and we have many visitors for tournaments and community twilight nights. We don't want everything looking old.

Section 4: Project Budget

Are you registered for GST?



No – your budget figures must include GST



Yes – your budget figures must exclude GST

GST number

Total project costs

Include all your project costs. If there are specific costs you are seeking this funding for, tick these in the right-hand column.

e.g. materials, venue hire, promotion, equipment hire, personnel costs

Amount
\$

Tick if
applying
for

Remove old handbasins - Club Members
Plumber to Replace.

\$450

✓

Vanity & taps & plumbing.

\$1188.96

✓

Painting walls & ceiling by
Club members.

Paint

695.00

✓

Rollers

37.52

✓

Removing Wall Paper from Clubrooms
Painting Walls - Club Members.

(A) Total cost \$ 2371 48

 Attach quotes for expenses (note GST requirement above).

Your contribution to the project	
	Amount
Project income e.g. ticket sales 50 x \$10 = \$500	
	\$
	\$
	\$
Other sources of income e.g. other grants, donations, discounts on services, own contribution, existing funds, expected fundraising	
Club Members are mostly over 70yrs old but will do the work	\$
We will pay for brushes, rollers etc as needed	\$
	\$
	\$
	\$
(B) Total funds available	\$

Work out the amount of funding requested

The total cost (A) minus total funds available (B) will usually equal the amount requested (D).	
A: Total cost of project	\$
B: Less total funds available	\$
C: Difference	\$
D: Amount requested	\$ 2371 - 48 .
If your group does not receive the full amount requested, how will you make up the difference?	

Section 6: Declaration

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

I will submit an Accountability Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications

I consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send me relevant Council information.

I undertake that I have obtained the consent of the group/organisation to provide these details.

I understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I am aware that I have the right to have access to this information held by Council.


This consent is given under the Privacy Act 1993.

Name	Paulette Johnson
Signature	P. Johnson
Position in Group	Treasurer
Date	

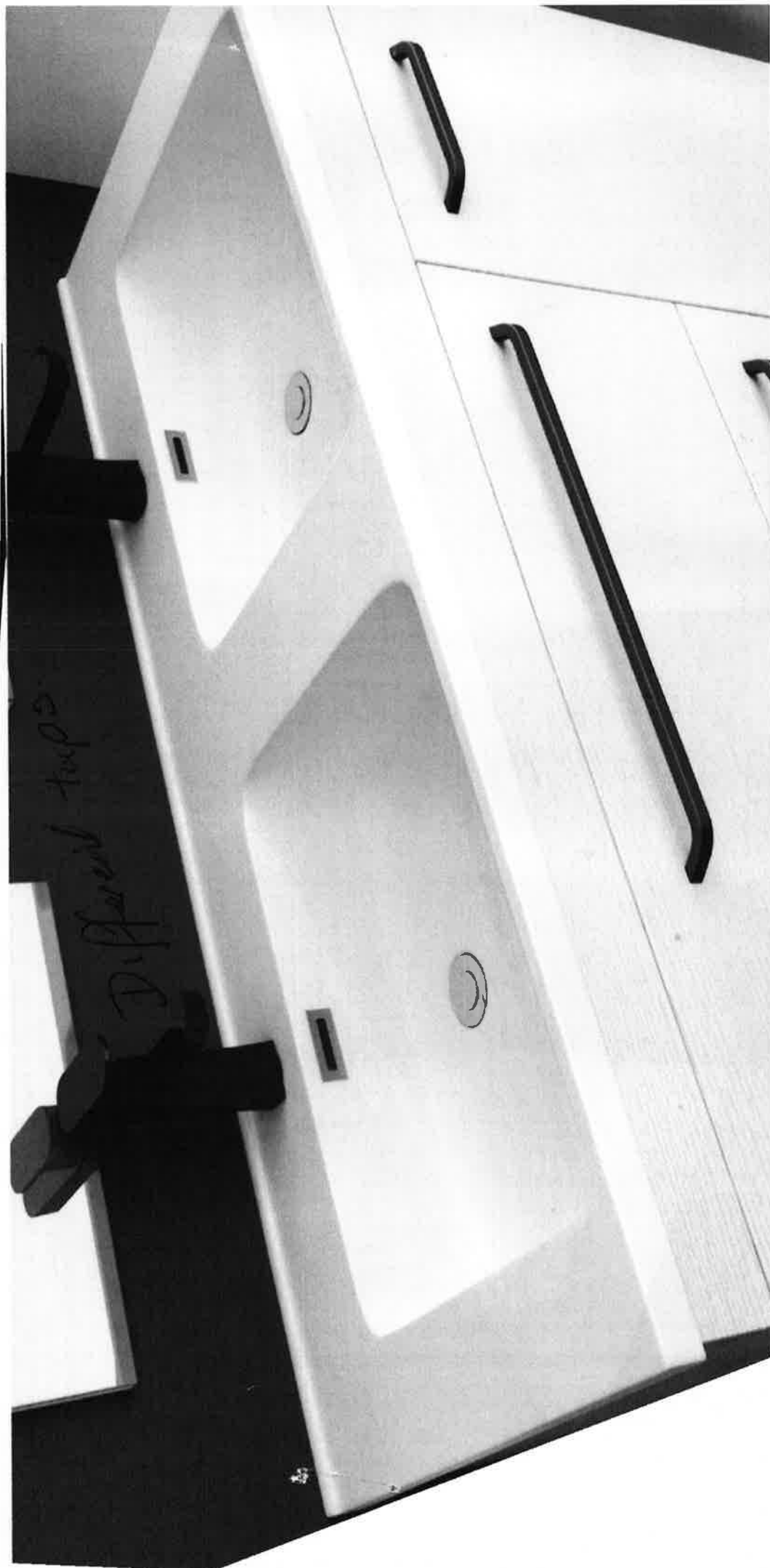
Final check – make sure you have:

- ☐ Completed all sections and signed the declaration
- ☐ Checked that the budget balances and have accounted for GST
- ☐ Attached quotes
- ☐ Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
- ☐ Attached your group's (and the umbrella group's) most recent set of financial accounts
- ☐ Kept a copy of this application for your records.

Whangarei District Council
Community Fund Application Endorsement

Umbrella Group Endorsement <i>(The following section is to be completed by a member of the umbrella group's management team)</i>	
Organisation name	
Incorporated society or charitable trust registration number:	
Contact person	
Position in the group	
Email	
Daytime phone number(s)	
<p>I confirm that our organisation is willing to support, and receive any monies granted to the applicant:</p> <p>..... <i>Applicant organisation</i></p> <p>for its project</p> <p>..... <i>Project name</i></p>	
Signature	
Date	
<p> Attach evidence of umbrella group's bank account details. Payment of the grant will be made only to the umbrella group.</p>	





=====

QUOTE FROM:

Fern Glen Home Improvement Ltd
Mitre 10 MEGA Whangarei
46 Porowini Avenue
Whangarei

=====

=====

Account Address Job Address Quote No X-17181.1
Sandra Dempsey Sandra Dempsey Date 13/03/2018
Rep Tracey Murray
Valid Till 12/04/2018
Customer: Sandra Dempsey

=====

CUSTOMER COPY

RECEIVED
CUSTOMER SERVICES
16 MAR 2018
WHANGAREI
DISTRICT COUNCIL

Account: Q16807 Job: vanity, taps waste Customer Ref: bathroom Op: TM Page 1

Item	Description	Unit	Quantity	Price	Disc%	Value
290882	NORM 1200DB	EACH	1.000	999.00		999.00
123861	BASIN MIXER SWIVEL	EACH	2.000	73.33		146.66
289562	WASTE BASIN LONG TAIL W/OVERFLOW 32MM	EACH	2.000	21.65		43.30

Signed: Name: Date:

Note:

=====

Incl. GST 1188.96

=====

All prices include GST

Vanity taps
Waste

=====

QUOTE FROM:

Fern Glen Home Improvement Ltd
Mitre 10 MEGA Whangarei
46 Porowini Avenue
Whangarei

=====

===== CUSTOMER COPY =====

Account Address Job Address Quote No X-17182.1
Mt Manaia Bowling Club C/- Sandr Mt Manaia Bowling Club C/- San Date 13/03/2018
25 Stuart Rd 25 Stuart Rd Rep Jody Taka
McLeod Bay McLeod Bay Whangarei Heads Valid Till 12/04/2018
Whangarei Hea 0174 Customer: Mt Manaia Bowling Club C/- Sandra

Account: Q16808 Job: Paint Customer Ref: S. Dempsey Op: JT Page 1

Item	Description	Unit	Quantity	Price	Disc%	Value
277080	ACCENT W/B EN WALL&TRIM L/SHN WHITE 10L	EACH	5.000	139.00		695.00
366071	ROLLER SLEEVE PAL #4 230MM	EACH	2.000	18.76		37.52

Deposit: 100% Value: 732.52

=====

Signed: Name: Date:

=====

Note: Incl. GST 732.52

=====

All prices Include GST

*Painted
2 rollers*

**Jason Plumbing Limited**

30A Kiteone Road

Parua Bay 0174

New Zealand

Phone: 021917228

jason@jasonplumbing.co.nz

GST No.: 124-460-379

Quote: 14

Quote

Quote date: 09/03/2018

Bill to:
Mount Manala bowling club**Expiry:**
17/04/2018

ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
10	To remove existing plastic basins from the wall & install two new vitreous china basins incl. new mixers and pipework.	Hrs	6	75.00	GST	450.00
	material	Qty	1	495.12	GST	495.12
Sub-Total (ex GST):						\$945.12
GST:						\$141.77
TOTAL (inc GST):						\$1,086.89

Notes

As it is unknown if there is enough bracing behind the walls to hang the new basins that can only be ascertained once the existing ones are removed. If extra bracing is required there will be an extra cost to install some.

Plumber Work

ASB
 ASB Bank Limited
 Walton Street

Depositor's Name _____
 Reference ☐ ☐ ☐ ☐ ☐ ☐

Credit account of
MT MANAIA BOWLING CLUB INC

Deposit

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		
\$		

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

⑈ 230921 0061540000 ⑈ 50

Particulars of cheques

Cheque issued by (to be entered by Depositor)	Bank	Branch	Amount
Total \$			

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

Table 1

Mt Manaia Bowling Club (Inc)						
Statement of Financial Performance Year ended 30 April 2017						
	Apr-18	Apr. 2017	Apr. 2016	Apr.2015		
INCOME						
Bar		8417	21390.13	15833.4		
Kitchen		4030	3780.45	3920.5		
Raffles		1751	4703.8	5332.2		
Sponsorship		4300	4200	2325		
Wrong bias		48	48.8	89.9		
Green fees		2251	2205.1	1935.4		
Tournament fees		3571	7301	7999.4		
Membership		2475	2805	2930		
Grants		4957	3603.5	5806		
Misc		266	300			
Donations		3373				
Garage sale		485	821.5	916		
Bank fee refund		0	0	20		
Transfer from saver/interest		880	18288.46			
TOTAL INCOME		36802	69375.74	47189.74		
EXPENDITURE						
Bar		3947	11328.74	7480.98		
Kitchen		3212	3661.1	4112.98		
Raffles		533	1717.9	1897.73		
Green		6647	10287.25	9489.27		
Match committee		1652	7241.86	6165.59		
Miscellaneous		799	812	1488.09		
Power		3453	2454.78	2264.33		
Insurance		2306	2218.9	2135.35		
Community Centre		884	884.36	884.36		
Licences		1704	358.78	967.03		
Yellow pages		103	103.5	103.5		
Bowls Northland		720	655	800.02		
Capitation fees		1091	1231.82	1411.43		
Repairs/ maintenance		137	1048.45	6018.14		
Water rates		1134	1554.55	1493.83		
Bar plant purchase				2200		
Bank fee		40		40		
General equipment purchase		395	195			
Prizes		2030				
Term deposit			15000			
TOTAL EXPENDITURE		30787	60753.99	48912.43		
Nett surplus/deficit		6015	8621.75	-1762.69		

([NEW SEARCH](#) | [PREVIOUS SEARCH](#))

Number 484791
Name MT MANAIA BOWLING CLUB
 INCORPORATED
Incorporated 28-AUG-1990
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)

([EMAIL CERTIFICATE](#))

[Print This Page](#)

Previous Names (Names changed prior to 1992 may not be recorded)

No Previous Names on record

Address Details

Registered Office

Whangarei Heads Road
 Parua Bay

Address for Communication

1341 WHANGAREI
 HEADS ROAD
 R D 4
 WHANGAREI

Officers/Trustees


Details of officers/trustees have not been provided. This information is optional.

Documents Registered

(not all documents registered before 1-DEC-1996 will be listed in this summary.)

Date	Barcode	Description	File Size	Available
 11-JUL-2011 11:43:33	10060362199	Annual Accounts - 2011	301.3 Kb	
 11-JUL-2011 11:42:35	10060362202	Annual Accounts - 2010	350.8 Kb	
 11-JUL-2011 11:41:45	10060362213	Annual Accounts - 2009	148.1 Kb	
 11-JUL-2011 11:38:46	10060362224	Annual Accounts - 2008	170.8 Kb	
 01-JUL-2008 20:02:04	10055839690	Alteration Of Rules	6407.6 Kb	
 16-JUN-2008 09:54:48	10055863140	Annual Accounts - 2007	283 Kb	
 13-JUN-2007 14:15:56	10053928405	Change Of Address	57.8 Kb	
13-JUN-2007 14:15:54		Particulars of Organisation Address		
 13-JUN-2007 13:22:31	10053928380	Annual Accounts - 2007	128.1 Kb	
 09-JUN-2006 09:16:21	10051323120	Annual Accounts - 2006	31.9 Kb	
 15-JUN-2005 15:45:12	10048814440	Annual Accounts - 2005	95.4 Kb	
 26-MAY-2005 09:51:36	10048222102	Alteration Of Rules	1054.3 Kb	
 02-JUL-2004 09:18:18	10046277023	Annual Financial Statements for 2004	42.4 Kb	
 17-JUL-2003 09:23:41	10044002294	Annual Financial Statements For 2003	50.6 Kb	
 15-AUG-2002 11:20:16	10041951192	Annual Financial Statements For 2002	52.7 Kb	
 15-JAN-2002 14:04:49	10040430004	Annual Financial Statements For 2001	311.6 Kb	
11-JUN-2001 14:29:15	10036428723	Annual Financial Statements For 2001		
09-JUN-2000 09:28:10	10031644426	Annual Financial Statements For 2000		

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14-SEP-1999 15:52:19	10027733850	Annual Accounts -Inc Soc, I&P Societies	
14-SEP-1999 15:51:52	10027733861	Annual Accounts -Inc Soc, I&P Societies	
08-JUL-1999 17:01:27	10026453371	Alteration Of Rules	
18-JUN-1998 16:19:11	10020555222	Annual Accounts -Inc Soc, I&P Societies	
09-JUN-1995 14:52:34	10003185852	Annual Accounts -Inc Soc, I&P Societies	
30-AUG-1994 13:22:05		Annual Accounts -Inc Soc, I&P Societies	
 28-AUG-1990 11:27:04	10042270420	Alteration Of Rules	873.5 Kb

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Printed: Wednesday, 18th April 2018 10:54:48 NZST
