

**From:** Adam Philps [mailto:adophilps@gmail.com]  
**Sent:** Wednesday, 16 May 2012 01:22  
**To:** Christine Allanson - Receptionist/PA  
**Subject:** Open Letter to Council re. Town Hall

*Dear Christine.*

*Would it be possible to forward an open letter to you to distribute to Council and CEO Jack Dowds?*

*See below;*

***Dear Council Members and CEO of SWDC***

***re. Greytown Townhall Design.***

I've recently had the pleasure of dealing with your wonderful staff while attempting to organise a concert at your Greytown Town Hall.

Unfortunately, I had to make the decision not to use your hall, as the doors that partition the hall into two rooms were too much of a hindrance to us holding a realistic audience size.

The design of the doors means that when they are opened optimally, they obstruct a significant portion of the potential view of an audience in the southern section.

I was led to believe the doors are unable to be moved, or if so, they are a such an effort to do so, it isn't feasible.

While I respect the architectural resources that have been placed into developing this site, I feel strongly that the site's potential as a live venue for performance is being curtailed by these doors. What's more, I have spoken to a number of people regarding this particular issue, including staff of SWDC, who state that I am not the first event organiser to raise this issue.

I believe the solution is likely to be quite simple. One idea may be that the doors could be replaced with lighter materials that lift vertically as the common garage door might. The hall would then be a much more functional space.

While I have made the decision to shift our concert to the Carterton Events Centre, I think Greytown has a point of difference with it's hall. It is architecturally a much more interesting space with far better ambiance for the smaller types of live music events Wairarapa tends to attract.

If a cost effective option could be employed to attend to this issue, I and many others would likely use your hall for performance based events. You have a very special space

as an asset and I implore you to address this issue so that it can be used to its full potential.

Sincerely,

Adam Philps  
43 Below  
Wairarapa's Social Network for Young People.

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Adam Philps  
021 869 526  
<http://www.mastertonfootclinic.co.nz/>  
Skype: adam.philps

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PO Box 431  
REAP House  
Queen Street  
Masterton 5840

April 2012

**For: Masterton, Carterton & South Wairarapa District Councils**

Chairperson's notes to accounts for year ended 31 March 2011

Toi Wairarapa's accounts have been audited for the year ended 31 March 2011.

While the Trust recorded a net deficit for the year this was budgeted for by Trustees. It should be noted that during this financial year we employed a full time Co-ordinator up until November 2010 on a one year fixed term contract. To undertake this appointment Trustees decided to use a portion of the accumulated revenue from the previous year to enable this position to be filled.

The full time Co-ordinator completed her contract in November 2010 and a part time contract position was undertaken by Mena Antonio. The Trust subsequently appointed Mena as it part time Co-ordinator in March 2011.

The role of the part time Co-ordinator is totally dependent on the receipt of annual grants from Masterton District Council, South Wairarapa District Council and Carterton District Council.

The Trust receives other income from event recoveries.

The Trust rents office space at REAP House.

The Trustees have resolved to change the accounting period to 30 June and this will be reflected with a 15 month set of accounts for the year ended 30 June 2012.

John Gilberthorpe  
Chairperson  
On behalf of Trustees of  
Toi Wairarapa, Arts Culture & Heritage Trust.

**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Financial Reports  
For the Year Ended 31st March 2011**

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**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Directory  
As at 31st March 2011**

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**Nature of Society**

Promotion of the Arts, Culture & Heritage within the Wairarapa region.

**Location**

340 Queen Street  
Masterton

**Auditors**

Amy Kerr & Associates Limited  
Masterton

**Bankers**

Kiwibank  
Masterton

**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Statement of Financial Performance  
For the Year ended 31st March 2011**

<u>2010</u>		<u>2011</u>
\$		\$
	<b>Operating Revenue</b>	
40,000	Operating Grants	39,530
8,000	Management Fees	-
800	Travel Recovered	200
-	Event Recoveries	2,447
-	Donations	100
<u>48,800</u>		<u>42,277</u>
	<b>Less Expenses</b>	
-	Accident Compensation Levy	158
19	Bank Fees	64
112	Client Communications	359
245	Communications	1,984
1,665	Coordination Services	11,792
-	Conference & Training	683
-	Event Management	3,233
-	General expenses	89
-	Meetings	43
120	Postage	120
11	Phone	105
814	Printing & Photocopying	497
-	Publications	100
1,067	Rent	4,244
-	Stationery	126
13	Travel Local	509
-	Venue Hire	116
<u>19,414</u>	Wages & Salaries	<u>36,561</u>
23,480		60,783
<u>25,320</u>	<b>Net Deficit for the year</b>	<u>(18,506)</u>

*This Statement is to be read in conjunction with the accompanying Notes to the Financial Statements*

**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Statement of Movements in Equity  
For the Year ended 31st March 2011**

2010 \$		2011 \$	\$
	- Equity at Start of Period		46,370
	<b>Revenue Reserves</b>		
25,320	Net Loss for the Year	(18,504)	
21,050	Funds Introduced	-	
<u>46,370</u>	<b>Total recognised revenues &amp; expenses</b>	<u>-</u>	(18,504)
<u>\$46,370</u>	<b>Equity at End of Period</b>		<u>\$27,866</u>

*This Statement is to be read in conjunction with the accompanying Notes to the Financial Statements*

**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Statement of Financial Position  
As at 31st March 2011**

<u>2010</u>		<u>2011</u>	
\$		\$	\$
	<b>Current Assets</b>		
14,585	Kiwibank Business Edge account	28,347	
100	Petty Cash	100	
<u>39,375</u>	Accounts Receivable	<u>2,814</u>	
<u>54,060</u>			<u>31,261</u>
54,060	<b>TOTAL ASSETS</b>		31,261
	<b>Current Liabilities</b>		
5,594	GST Due for payment	3,375	
1,200	Accounts Payable	20	
<u>897</u>	PAYE Control	<u>-</u>	
7,690	<b>TOTAL LIABILITIES</b>		3,395
<u>\$46,370</u>	<b>NET ASSETS</b>		<u>\$27,866</u>
<u>\$46,370</u>	Represented by; <b>CLOSING EQUITY</b>		<u>\$27,866</u>

*J. G. Gilmour*  
*Chairperson* 30/4/12

*P. J. Thomas*  
 TRUSTEE 30/4/12



**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Notes to the Financial Statements  
For the Year Ended 31 March 2011**

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**1 Statement of Accounting Policies:**

**Reporting Entity**

Toi Wairarapa is a registered charity under the Charities Commission since April 2008 (Number CC45823). These financial statements have been prepared in accordance with generally accepted accounting practice.

**Measurement Base**

The principles recognised as appropriate for the measurement and reporting of financial position on accruals basis, are based on historical cost with the exception of specific accounting policies have been identified.

- i) The measurement base is historical unless stated otherwise.
- ii) The trust will continue in operation as a going concern.
- iii) Revenue earned and expenses incurred are matched in accordance with the principles of accrual accounting.

**Specific Accounting Policies**

The following specific accounting policies which materially affect the measurement of earnings and financial position have been applied.

- a) **Statement of Financial Performance**  
The trust is a not for profit organisation promoting the Arts, Culture & Heritage within the Wairarapa region. Financial support is by way of fundraising, donations and grants.
- b) **Investments**  
Investments are recorded in the Statement of Financial Position at current market values.
- c) **Goods and Services Tax**  
These accounts have been prepared on a GST exclusive basis, except for accounts receivable and accounts payable that are shown inclusive of GST.
- d) **Differential Reporting**  
These financial statements have been prepared in accordance with the Framework for Differential Reporting issued by the Institute of Chartered Accountants of New Zealand. All applicable exemptions are applied.

**Changes In Accounting Policies**

There have been no significant changes in accounting policies. Accounting Policies have been applied on bases consistent with those used in previous years.

**2 Contingent Liabilities**

There were no known contingent liabilities at balance date (last year: nil).

**3 Related Parties**

There were no related party transactions during the year under review (last year: nil).

**Toi Wairarapa  
Arts, Culture & Heritage Trust  
Audit Report  
For the Year Ended 31 March 2011**

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We have audited the accompanying financial statements of Toi Wairarapa Arts Culture & Heritage Trust, which comprise the statement of financial position as at 31 March 2011, statement of financial performance, and a summary of significant accounting policies and other explanatory information. The financial statements have been prepared by the Board based on the financial reporting provisions of the Constitution of Toi Wairarapa Arts Culture & Heritage Trust.

**Board' Responsibility for the Financial Statements**

The Board are responsible for the preparation of these financial statements in accordance with the financial reporting provisions of the Constitution of Toi Wairarapa Arts Culture & Heritage Trust and that fairly represent the matters to which they relate, and for such internal control as the board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view of the matters to which they relate 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, as well as evaluating the overall presentation of the financial statements.

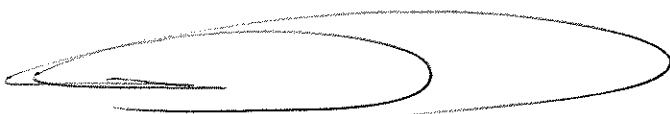
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Toi Wairarapa Arts Culture & Heritage Trust.

**Opinion**

In our opinion, the financial statements fairly represent the financial position of Toi Wairarapa Arts Culture & Heritage Trust as at 31 March 2011, and of its financial performance the year then ended and have been prepared in accordance with the financial reporting provisions of the Constitution of Toi Wairarapa Arts Culture & Heritage Trust.

Our Audit was completed on 2 April 2012 and our opinion is expressed as at that date.



Amy Kerr and Associates Limited  
Chartered Accountants  
Masterton

# KRISTY P. McDONALD QC

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Featherston Chambers, L.11, gen-i Tower, 109 Featherston Street, P.O. Box 10 567, Wellington  
DX-SP 26511, Telephone (04) 473-2540, Facsimile (04) 499-3583, email [kpm@clear.net.nz](mailto:kpm@clear.net.nz)  
Masterton Office: 1/437C Queen Street, Telephone (06) 370-8489.

28 May 2012

Ms Adrienne Staples  
P O Box 6  
**MARTINBOROUGH**

Email: [themayor@swdc.govt.nz](mailto:themayor@swdc.govt.nz)

Dear Adrienne

**RE: ARATOI REGIONAL TRUST AND YOUR LETTER OF 23 MAY**

I refer to your letter of 23 May last opened by Aratoi staff and forwarded to me.

I respond to the issues you have raised below.

1. The removal of Mr Melser from the Board was, as you note, in accordance with our deed. The Chair and Deputy of the Electoral College were consulted throughout the Board's consideration of the matter, and their assistance sought in attempting to resolve it short of the resolution. They were of course immediately advised of the resolution. Having advised them, I believe the Board's responsibility to notify the Electoral College was discharged.
2. It is not appropriate for me to set out the detailed reasons that brought 75 percent of the Board to the point of passing the resolution. I can reassure you the decision was not taken lightly, nor for mere disagreement over practice. I agree entirely Board members are entitled to disagree. That was not the issue.
3. The Board is deeply concerned at the damage being caused to Aratoi by the orchestrated media campaign of certain members of the Friends. I met with the Mayor, Penny Bunny (Chair of the Friends), Alan Sadler (Trustlands Trust) and Bob Francis last Friday and I hope what was agreed at that meeting will result in those described at that meeting as "the ginger group" desisting and allowing the Board to discharge its governance responsibilities without further interference.
4. Your letter implies that the Board has been responsible for wild rumours about the Director. I do not know what you are referring to, but as far as I am aware the Board has not been responsible for any

such rumours. I have been at pains to emphasise that issues of accountability for management are between the Director and the Board as his employer, and not anyone else. The Board has sole responsibility for the governance of Aratoi. The continuing activities of certain members of the Friends and others compromise the Board's governance of Aratoi. Furthermore they create risk not only for Aratoi, its Board, and the Director but also for those funding Aratoi.

5. You seek a report about these matters. My ability to provide you with that is limited by a number of factors including, primarily, Board confidentiality—but also the need for any putative performance issues to be managed privately by the Board and nobody else. We also have, of course, continuing concerns about media attention. I believe the appropriate course is for you to discuss matters with the Chair and Deputy of the Electoral College.

I genuinely regret that I am unable to expand further as there is a great deal of misinformation circulating. However, my ability to put that right is, for the reasons I have given, limited. For that reason too, I must decline your invitation to attend your Council meeting on 27 June.

I want to assure you that the Board is doing everything it can to address the many issues facing Aratoi at this difficult time, including those identified in the recent operational review.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kristy P McDonald'.

Kristy P McDonald QC  
ART Chair.

18 June, 2012

5 Sydenham Street  
Northland  
Wellington 6012

Her Worship Adrienne Staples  
Mayor of the South Wairarapa District Council  
PO Box 6  
MARTINBOROUGH

Dear Adrienne

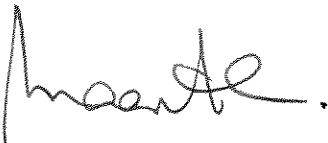
Thank you so much for your kind letter of congratulations over my recent inclusion in the Queen's Birthday and Diamond Jubilee Honours List. I really appreciate the fact that you wrote to me as you did. It was an enormous surprise, and an amazing experience to be honoured in this way.

Louise and I have been overwhelmed by the warm congratulations coming from all quarters, and have been really touched to see how much pleasure this honour has given to so many family, friends and colleagues. It has been truly humbling, and we feel most grateful.

Last week, I concluded my eight-year term at DPMC. It has been an enormous privilege to serve at the very heart of New Zealand's democratic processes, in support of two Prime Ministers. I do not yet know what the future will bring, but propose not to take any decisions until Louise and I have had a good holiday. But I do know that we shall be spending more time in Martinborough, and that I won't be spending each Sunday working through a briefcase full of papers!!

With kind wishes

Yours sincerely

A handwritten signature in black ink, appearing to read 'Maarten', followed by a period.

Sir Maarten Wevers



**Office of the Mayor**  
Adrienne Staples



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MARTINBOROUGH  
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19 Kitchener Street  
MARTINBOROUGH  
Telephone (06) 306 9611  
Facsimile (06) 306 9373  
Email [enquiries@swdc.govt.nz](mailto:enquiries@swdc.govt.nz)

23 May 2012

Ms Kristy McDonald  
Chair,  
Aratoi Regional Trust of Wairarapa  
PO Box 648  
Masterton 5810

Dear Kristy

At its meeting on 16 May South Wairarapa District Council resolved that I write to you and convey our disappointment at the way matters concerning the governance of Aratoi have been handled in regards to our position on the electoral college. There has obviously been serious unrest within the board and management of our 'regional' museum however we have received no communication whatsoever from the board regarding this. We have been left to make our own assumptions based on what is reported in the media. Of most concern is the removal of a board member appointed by the electoral college with no reference to us as to why that may be. The board's constitution may well have this provision but we feel it should be used in matters of extreme gravity such as misappropriation of funds or criminal activity, not disagreement over practice. Councils regularly deal with dissention and learn to cope with such things.

The other matter of concern for us is the stress this whole affair has caused for the staff and in particular the damage to the reputation our Museum's director, Marcus Burroughs due to the wild rumours circulating. There may well be matters within management that the board must address but this is no reason to try and destroy an employee's career in the process. Our experience of Marcus has always been positive and helpful. Under his directorship we have seen Aratoi host numerous and interesting exhibitions. Whenever we have needed support for events based in the south then Aratoi's assistance and expertise has always been forthcoming. It is in everyone's interests that whatever matters are of such concern to the board that it considers its recent actions were necessary, that they be addressed and the organisation moves on.



We wish to invite you as Chairman of the Board to provide us with an accurate version of the events that have caused so much damage to our regional facility, either by written report or in person at our meeting of 27 June. If you do wish to attend our meeting, please contact Barbara Gavan on [Barbara.Gavan@swdc.govt.nz](mailto:Barbara.Gavan@swdc.govt.nz) to arrange a suitable time.

Yours sincerely



Adrienne Staples  
**MAYOR**