



South Wairarapa District Council

44

Community and Youth Grant Application Form

Submit to: grants@swdc.govt.nz before 4 pm, 16 August 2021

1. ORGANISATION DETAILS

| | |
|---|--------------------------------|
| Name of organisation: Wairarapa Safer Community Trust | |
| Physical address: 185 High Street South, Carterton 5743 | |
| Postal address: PO Box 184, Carterton 5743 | |
| Contact Person: Tere Lenihan | Phone No (Day): |
| Email: terel@waisct.org.nz | Mobile No: 021509493 |

| Officers of organisation | |
|---|-------------------------------|
| Chair: Anton Nannestad | Phone No: 021 968 554 |
| Secretary: Annie Lister | Phone No: 027 345 5744 |
| Treasurer: Financial Risk Com. and A. Lister | Phone No: 027 345 5744 |

| | |
|---|----------------------|
| Would you like to speak in support of your application to the Grants Subcommittee on the 16 September 2021 ? | Yes/No YES |
|---|----------------------|

| |
|--|
| When was the organisation formed and what are its aims and objectives? Wairarapa Safer Community Trust (WSCT) was formed 23rd March 2016 Attached is a Appendix (1) Excerpt from WSCT Trust Deed. |
|--|

| | |
|--|-------------------------------|
| Total number of members in your organisation? | 11 |
| How many full-time equivalent people work in your organisation? | 8 |
| How many volunteers work in your organisation? | 1 |
| Date of last AGM? | Do not hold an AGM as a Trust |

2. FUNDING CRITERIA

Funding Criteria

Council has \$75,000 available for youth focused projects and \$170,000 available for community grants.

Please select the category that is the project's main focus (mark with an X)

| | |
|-----------------|---|
| Youth Grant | |
| Community Grant | X |

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see [Grants Policy](#)).

Please select the category that is the project's main focus (mark with an X)

| | |
|--|---|
| Arts, museums, heritage and culture (including Māoritanga) | X |
| Environment | X |
| Events | X |
| Sport and Recreation | X |
| Social and Educational Services | X |
| Economic Development | X |

3. PROJECT OVERVIEW

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

Appendix 2

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

Appendix 3

| |
|---|
| |
| <p>Why should South Wairarapa District Council (SWDC) support this project/event? Appendix 4</p> |
| <p>Who will benefit from these funds and in what way? Appendix 5</p> |

4. FINANCIALS

| Funding requirements | |
|---|-----------------------|
| Total cost of project | \$ 21,000 |
| Your organisation's contribution | \$ 3,000 |
| Other outside funding (please supply brief details) Awaiting Carterton District Council Grant (CDC) funding round | \$0 |
| Amount applied for in this application | \$10,000 |
| Shortfall (please provide brief details of how will balance be found) | \$ 8,000 awaiting CDC |
| Project income (if applicable), e.g. generated from sales to public | \$0 |

| | |
|--|---------------|
| Is organisation a registered charity? | Yes/No YES |
| Have you applied to SWDC for funding before? | Yes/No YES |
| If yes, when, for what purpose and how much was granted? | \$8,000 |

| GST Registration | |
|--|---------------------------------|
| Are you GST Registered | Yes/No YES |
| Bank account details (required for non GST registered applications only) | |
| Name of bank: | ANZ |
| Account name: | Wairarapa Safer Community Trust |
| Account No: | 117-078-698 |

5. Declarations


We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

| <u>Signatory One</u> | <u>Signatory Two</u> |
|---|--|
| Signed:  | Signed:  |
| Full name: Tere Lenihan | Full name: Annetta Lister |
| Designation: Manager | Designation: Secretary / Treasurer |
| Date: 12th August 2021 | Date: 12th August 2021 |

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the [Grants Policy](#) before making an application.

Please return the completed form by 4.00 pm on 16 August 2021 to:

South Wairarapa District Council

PO Box 6

Martinborough 5741

Or email: grants@swdc.govt.nz

| Items required for this application | |
|---|-------------------------------------|
| • Most recent annual accounts including notes and review/audit report | <input checked="" type="checkbox"/> |
| • Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months) | <input type="checkbox"/> |
| • Application Form is signed | <input checked="" type="checkbox"/> |



WAIARAPA SAFER COMMUNITY TRUST

- Proactive Parenting Services
- Community Connector Services

Ph: 06 379 5407 - Find us at Wairarapa Safer Community Trust on Facebook or - visit www.waisct.org.nz.



youth service
ratonga taiohi

Appendix 1

Trust Deed Excerpt

PRINCIPLES

The Trust is committed, in attaining its purposes, to:

- 1.2 Providing leadership and coordination
- 1.3 Working in partnership with families, the community and government/non-government agencies
- 1.4 An approach that sustains people's involvement (in particular the Trustee's)
- 1.5 Openness, inclusiveness and development through encouragement, innovation, self-awareness and strategic thinking and processes

2. PURPOSE

The purpose of the Trust is to provide a legal and governing structure for leading charitable initiatives, education, charitable programmes, services and inter-agency collaboration, In particular the Trust will:

- 2.2 Provide parenting and whanau education to assist parents and caregivers to manage challenging childhood and adolescent behaviors
- 2.2 To work with and co-ordinate with government, voluntary and community groups to advance charitable community services which works towards creating or developing a strong, inclusive and safe community



Appendix 2

3. Project Overview

Funding to assist with providing parent Education and Support programmes for vulnerable parents and caregivers of children aged 2-16 years with the tools they need to manage challenging childhood behaviours and issues for the South Wairarapa community.

WSCT does not receive contractual funding to operate this service and is applying for funding to cater to the need, due to all the referrals that come to this organisation for parenting support. This is to be provided in the South Wairarapa district.

The South Wairarapa District would benefit from this as parents are provided with effective tools, to assist them in managing their whanau, resulting in positive outcomes that will improve the health, educational and social outcomes for their whanau, tamariki and Rangatahi. Parents are empowered and can demonstrate positive parenting skills. Children benefit from being in an environment where best practice parenting is role modelled and the whole of the community benefits from this by positive parenting skills.

The whanau, tamariki and Rangatahi are engaged with their South Wairarapa community because they will now have the skills after completing the Proactive Parenting education programme.

WSCT's Parenting Educator has been delivering Parent Education and support for 27 years and is in high demand due to her expertise, experience and accreditation. WSCT has now engaged a volunteer to assist the Parent Educator and to also learn new skills from the Parent Educator.

The Parenting Educator addresses the challenges of all and especially those that reside in South Wairarapa rural isolated districts by offering options of having a parenting programme onsite at WSCT office or at the individual's home. This is determined upon the needs of the individual and the safety of the Parent Educator.

An Assessment Form is completed on the commencement of the programme and this will determine the delivery of the following modules:

To provide an 8 module programme consisting of 2.5 hour modules per week.

TOPICS:

1. Talking about feelings
2. Raising co-operative children
3. Coping with challenging behaviours
4. Building High Self-Esteem (children)
5. Building High Self-Esteem (Parents)
6. Parenting without Physical Punishment
7. Managing Honesty e.g. stealing and lying
8. Playing, having fun and building positive relations



Appendix 3

Where and when will the activity/event take place or what is the anticipated

Completion date of the project (please note funds cannot be allocated retrospectively)?

The Parenting Educator addresses the challenges of all and especially those that reside in South Wairarapa rural isolated districts by offering options of having a parenting programme onsite at WSCT office or at the individual's home. This is determined upon the needs of the individual and the safety of the Parent Educator.

End date will be 30th June 2022

Appendix 4

Why should South Wairarapa District Council (SWDC) support this project/event?

Parents are provided with effective tools, to assist them in managing their whanau, resulting in positive outcomes that will improve the health, educational and social outcomes for their whanau, tamariki and Rangatahi. Parents are empowered and can demonstrate positive parenting skills. Children benefit from being in an environment where best practice parenting is role modelled and the whole South Wairarapa community benefits from positive behavioural outcomes.

The whanau are engaged with their South Wairarapa community because they will now have the confidence and skills to engage and participate after completing the Proactive Parenting Education programme.



Appendix 5

Who will benefit from these funds and what way?

- a. 20 individual parents / caregivers / whanau / Rangatahi, tamariki
- b. Providing effective strategies and skills to manage children and young people directly contributes to South Wairarapa having a 'welcoming and vibrant community' where people enjoy living.
- c. **Specifically contributes to the following community outcomes:**
Minimizing incidences of family violence, crime and dysfunction as parents learn new strategies. Working in partnership with other service and mandatory providers.

Parenting programmes directly impact on community health, both mentally and physically. Empowered parents have a reduction of depression and anxiety. Also see an impact in areas of exercise, nutrition, and inclusion in fun community activities. An understanding for families around behaviours and pubertal development contributes to a healthier and safer district.

Functional families encourage a more vibrant and prosperous community. The programme encourages pride in our district and a sense of belonging which is an integral part of this locally developed programme.

Proactive Parenting is specifically targeted in the parenting learning around play, recreation, and family bonding. Families are actively encouraged to participate in sports, community projects, and library / community activities. There is a learning about fair play, playing together and creative activities.

Wairarapa Safer Community Trust
Performance Report
30 June 2020

★ www.numb1z.co.nz

NUMB1Z Limited
9 Belvedere Road,
PO Box 13,
Carterton 5743
P 06 379 8312
F 06 379 8322
office@numb1z.co.nz



**Wairarapa Safer Community Trust
Performance Report Contents
For the Year Ended 30 June 2020**

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**Wairarapa Safer Community Trust
Entity Information
For the Year Ended 30 June 2020**

Legal name of entity

Wairarapa Safer Community Trust

Type of entity and legal basis

Incorporated as a Charitable Trust under the Charitable Trusts Act 1957
Registered as a Charity (registration number CC53298) under the Charities Act 2005

Entity's purpose or mission statement

To provide a legal and governing structure for leading charitable initiatives, education, charitable programmes, services an inter-agency collaboration for the Wairarapa Youth.

Entity structure & governance

The trust is governed by a trust board of 6 trustees.

On the trust board:

| | |
|--|-----------------|
| Current Chairperson (14/10/20 - current) | Anton Nannestad |
| Former Chairperson (11/7/18 - 13/10/20) | Don Irwin |
| Trustee | Nicky Poona |
| Trustee | Jill Greathead |

Main sources of cash & resources

The trust receives cash or resources from:

- * Grants from various organisations
- * Contracts from various organisations
- * Donations
- * Interest
- * Room Rental

Main methods used by the entity to raise funds

The trust applies for grants and contracts from various organisations for the purposes of supporting Wairarapa Youth. In addition, revenue is earned from the hireage of rooms and interest earned on funds held in the bank account. Donations may be received from interested parties.

The entity's reliance on volunteers and donated goods or services

The trustees on the governing body are all volunteers.
The entity employs 6 full time staff members.

**Wairarapa Safer Community Trust
Entity Information
For the Year Ended 30 June 2020**

Additional information

| | |
|---------------------|--|
| Independent Auditor | Audit Plus Accounting Services Limited Eketahuna, Wairarapa |
| Banker | ANZ Bank Limited Masterton |
| Banker | Wairarapa Building Society Masterton |

Contact information

| | |
|-------------------|---------------------------------|
| Registered Office | 185 High Street South Carterton |
| Postal Address | P O Box 184, Carterton |
| Phone | 06-379-5407 |

**Wairarapa Safer Community Trust
Statement of Service Performance
For the Year Ended 30 June 2020**

Description of Entities Outcomes

The purpose of the Trust is to provide a legal and governing structure for leading charitable initiatives, education, charitable programmes, services and inter agency collaboration. In particular the Trust will: Provide parenting and whanau education and adolescent behaviours. Work with and co-ordinate with government voluntary and community groups to advance charitable community services which work towards creating or developing a strong inclusive and safe community.

| Description and Quantification (to the extent practicable) of the Entity's Outputs | 2020 | 2019 |
|--|------|------|
| Referrals to Whakapuaki whanau programme | 0 | 0 |
| Clients completed parenting programme | 49 | 38 |
| Youth Health Survey conducted in Wairarapa | 0 | 0 |
| Young people achieve NCEA L1, L2, L3 | 16 | 30 |
| Evaluations completed | 46 | 35 |

The accompanying notes form part of this performance report. This performance report should be read in conjunction with the attached Independent Auditor's Report

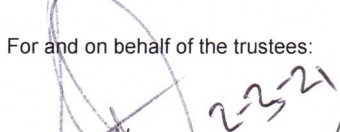
**Wairarapa Safer Community Trust
 Statement of Financial Performance
 For the Year Ended 30 June 2020**

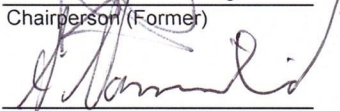
| | Note | 2020 | 2019 |
|--|------|-----------------|-----------------|
| Revenue | | | |
| Donations, fundraising and other similar revenue | 1 | 10,000 | 16,314 |
| Revenue from providing goods or services | 1 | 389,463 | 373,498 |
| Interest, dividends and other investment revenue | | 15 | 571 |
| Other revenue | | 406 | - |
| Total Revenue | | 399,884 | 390,383 |
| Expenses | | | |
| Volunteer and employee related costs | 2 | 350,489 | 366,693 |
| Costs related to providing goods or services | | 92,621 | 76,634 |
| Total Expenses | | 443,110 | 443,327 |
| Surplus/(Deficit) for the year | | (43,226) | (52,944) |

Wairarapa Safer Community Trust
Statement of Financial Position
As at 30 June 2020

| | Note | 2020 | 2019 |
|---|------|-----------------|----------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash | 3 | 12,483 | 15,757 |
| Debtors and prepayments | 3 | 51,210 | 49,977 |
| Bank term deposit | | - | - |
| Total Current Assets | | 63,693 | 65,734 |
| Non-Current Assets | | | |
| Property, plant and equipment | 5 | 31,075 | 37,566 |
| Investments | | - | - |
| Total Non-Current Assets | | 31,075 | 37,566 |
| Total Assets | | 94,768 | 103,300 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 4 | 50,607 | 55,965 |
| Employee costs payable | 4 | 76,739 | 56,142 |
| Total Current Liabilities | | 127,346 | 112,107 |
| Non-Current Liabilities | | | |
| | | - | - |
| Total Non-Current Liabilities | | - | - |
| Total Liabilities | | 127,346 | 112,107 |
| Total Assets less Total Liabilities (Net Assets) | | (32,578) | (8,807) |
| Accumulated Funds | | | |
| Capital Contributed by owners or members | | - | - |
| Accumulated surpluses or (deficits) | 6 | (32,578) | (8,807) |
| Total Accumulated Funds | | (32,578) | (8,807) |

For and on behalf of the trustees:


 Chairperson (Former) 2-3-21


 Chairperson (Current) 2-3-21


 Trustee 2-3-21

2 March 2021

Date authorised for issue

AuditPLUS⁺

**Wairarapa Safer Community Trust
 Statement of Cash Flows
 For the Year Ended 30 June 2020**

| | Note | 2020 | 2019 |
|---|------|----------------|-----------------|
| Cash flows from operating activities | | | |
| Cash was received from: | | | |
| Donations, fundraising and other similar receipts | | 10,000 | 16,314 |
| Receipts from providing goods or services | | 392,923 | 332,689 |
| Interest, dividends and other investment receipts | | 15 | 571 |
| Other Revenue | | 406 | - |
| Net GST | | 11,906 | 4,540 |
| Cash was applied to: | | | |
| Payments to suppliers and employees | | 418,524 | 384,068 |
| Net cash flows from operating activities | | (3,274) | (29,954) |
| Cash flows from investing & financing activities | | | |
| Cash was received from: | | | |
| Receipts from the sale of property, plant and equipment | | - | - |
| Receipts from the sale of investments | | - | 9,883 |
| Receipt from movement in reserves | | - | - |
| Cash was applied to: | | | |
| Payments to acquire property, plant and equipment | | - | - |
| Payments to purchase investments | | - | - |
| Net cash flows from investing & financing activities | | - | 9,883 |
| Net increase/(decrease) in cash | | (3,274) | (20,071) |
| Opening bank accounts and cash | | 15,757 | 35,828 |
| Closing bank accounts and cash | | 12,483 | 15,757 |
| This is represented by: | | | |
| Bank accounts & Cash | 3 | 12,483 | 15,757 |



Wairarapa Safer Community Trust Statement of Accounting Policies For the Year Ended 30 June 2020

Basis of preparation

Wairarapa Safer Community 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 assumptions stated in Note 12. All amounts are rounded to the nearest NZD.

GST

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Specific Accounting Policies

Income Tax

The Trust is a registered charitable entity under the Charities Act 2005, and accordingly is exempt from income tax under sections CW41 and CW42 of the Income Tax Act 2007.

Bank accounts & Cash

Bank accounts & cash in the Statement of Cash Flows comprise cash balances and bank balances held on call.

Property, Plant & Equipment

The entity has the following classes of Property, Plant & Equipment

- Motor Vehicles
- Furniture & Fittings
- Office Equipment
- Plant & Equipment

All property, plant & equipment, except for land & buildings, is stated at cost less accumulated depreciation.

Depreciation has been calculated in accordance with the rates permitted under the Income Tax Act 2007.

Investments

Investments are stated at fair value. Initially they are recorded at cost and are then valued at market price at the Statement of Financial Position date in subsequent periods.

Government Grants

Government Grants are reported at their fair value where there is reasonable certainty that the grant will be received and all attaching conditions will be met.

Revenue from sale of services

Revenue is recorded based on the stage of completion of the service at balance date.

Interest is recorded at time of receipt.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used throughout the period.

**Wairarapa Safer Community Trust
 Notes to the Performance Report
 For the Year Ended 30 June 2020**

| Note 1: Analysis of Revenue | | 2020 | 2019 |
|---|---|----------------|----------------|
| Revenue Item | Analysis | | |
| Donations, fundraising and other similar revenue | | | |
| | Grants | 10,000 | 15,000 |
| | General Donations | - | - |
| | Quiz Night | - | 1,314 |
| | Total | 10,000 | 16,314 |
| Revenue from providing goods or services | | | |
| | Contract - Ministry of Social Development | 389,463 | 372,088 |
| | Contract - Work & Income | - | - |
| | Contract - Connecting Communities | - | 1,410 |
| | Total | 389,463 | 373,498 |
| Note 2: Analysis of Expenses | | 2020 | 2019 |
| Expense Item | Analysis | | |
| Volunteer and employee related costs | | | |
| | Salary & Wages | 348,735 | 362,937 |
| | Staff Training | - | 1,199 |
| | ACC Levies | 705 | 1,226 |
| | Staff Expenses | 1,049 | 1,331 |
| | Total | 350,489 | 366,693 |



**Wairarapa Safer Community Trust
Notes to the Performance Report
For the Year Ended 30 June 2020**

| Note 3: Analysis of Assets | | 2020 | 2019 |
|--|-------------------------------|---------------|---------------|
| Asset Item | Analysis | | |
| Bank accounts and cash | | | |
| | ANZ Call Account | 13 | 78 |
| | ANZ Operating Account | 12,075 | 15,500 |
| | ANZ Manager's Expense Account | 333 | 99 |
| | ANZ Admin Account | 62 | 80 |
| | Total | 12,483 | 15,757 |
| Debtors and prepayments | | | |
| | Accounts Receivable | 45,998 | 49,977 |
| | Employee-Related Receivables | 5,212 | - |
| | Total | 51,210 | 49,977 |
| Note 4: Analysis of Liabilities | | 2020 | 2019 |
| Liabilities Item | Analysis | | |
| Creditors and accrued expenses | | | |
| | Accounts payable | 12,747 | 14,331 |
| | GST Payable | 31,010 | 39,484 |
| | Accrued Expenses | 6,850 | 2,150 |
| | Total | 50,607 | 55,965 |
| Employee costs payable | | | |
| | Annual leave accrual | 31,767 | 37,655 |
| | Salary & Wage accrual | 9,616 | 6,470 |
| | PAYE and other taxes owing | 35,356 | 12,017 |
| | Total | 76,739 | 56,142 |

**Wairarapa Safer Community Trust
 Notes to the Performance Report
 For the Year Ended 30 June 2020**

**Note 5: Property Plant & Equipment
 This Year**

| Asset Class | Opening carrying amount | Purchases | Sales/ (Disposals) | Current year depreciation | Closing carrying amount |
|------------------------|--------------------------------|------------------|---------------------------|----------------------------------|--------------------------------|
| Motor Vehicles | 12,708 | | | 2,753 | 9,955 |
| Furniture and fixtures | 20,783 | - | - | 2,792 | 17,991 |
| Office equipment | 312 | - | - | 48 | 264 |
| Computers | 1,446 | - | - | 673 | 773 |
| Machinery | 2,317 | - | - | 225 | 2,092 |
| Total | 37,566 | - | - | 6,491 | 31,075 |

| Asset Class | Opening carrying amount | Purchases | Sales/ (Disposals) | Current year depreciation | Closing carrying amount |
|------------------------|--------------------------------|------------------|---------------------------|----------------------------------|--------------------------------|
| Motor Vehicles | 16,263 | - | - | 3,555 | 12,708 |
| Furniture and fixtures | 24,135 | - | - | 3,352 | 20,783 |
| Office equipment | 406 | - | - | 94 | 312 |
| Computers | 2,764 | - | - | 1,318 | 1,446 |
| Machinery | 2,567 | - | - | 250 | 2,317 |
| Total | 46,135 | - | - | 8,569 | 37,566 |

**Wairarapa Safer Community Trust
Notes to the Performance Report
For the Year Ended 30 June 2020**

**Note 6: Changes in Accumulated Funds
This Year**

| Description | Capital Contributed by Owners or Members | Accumulated Surpluses or (Deficits) | Total |
|---------------------------|---|--|-----------------|
| Opening Balance | - | (8,807) | (8,807) |
| Historical GST Adjustment | | 19,455 | 19,455 |
| Surplus/(Deficit) | | (43,226) | (43,226) |
| Closing Balance | - | (32,578) | (32,578) |

Last Year

| Description | Capital Contributed by Owners or Members | Accumulate d Surpluses or (Deficits) | Total |
|------------------------|---|---|----------------|
| Opening Balance | - | 44,137 | 44,137 |
| Surplus/(Deficit) | | (52,944) | (52,944) |
| Closing Balance | - | (8,807) | (8,807) |

**Wairarapa Safer Community Trust
 Notes to the Performance Report
 For the Year Ended 30 June 2020**

| Note 7: Commitments | | 2020 | 2019 |
|----------------------------|--|-------------|---------------|
| Commitment | Explanation and Timing | | |
| Office rent | | | |
| | The Trust has an operating lease agreement for the rental of premises which expired 30 June 2020 | | |
| | In the next year | | 19,500 |
| | 1 to 5 years in the future | - | |
| | Total | - | 19,500 |

Note 8: Contingent Liabilities

At balance date there were no known contingent liabilities (Last year: nil)

Note 9: Related Party transactions

There are no significant amounts due from or to related parties at balance date (Last year: nil)

The Finance Administrator is the daughter-in-law of the Trust's Manager.

Note 10: 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)

Note 11: Other disclosures

Goods and services provided to the trust in kind

The trust relies heavily of the generosity of the community both financially and with the amount of donated time from volunteers. Without our volunteers, our services may not be provided. The amount of volunteer time donated to the trust cannot be valued as there are no equivalent paid positions with the organisation.

Assets used as security for liabilities

No assets have been used as security for liabilities at reporting date (Last year: Nil)



Note 12: Going Concern

The going concern assumption has been adopted in the preparation of this performance report. The Board, after making enquiries, has a reasonable expectation that the Trust has adequate resources to continue operations for the foreseeable future based on current trading terms and legislative requirements. The Board has reached this conclusion having regard to circumstances which it considers likely to affect Wairarapa Safer Communities Trust during the period of one year from the date of signing the 2019/20 performance report, and to circumstances which it knows will occur after that date which could affect the validity of the going concern assumption.

The key consideration is that the Trust is dependent on two key funding contracts. The main funding contract for Youth Services with the MSD is contracted to run from 01.04.20 to 30.06.25. A second MSD funding contract for the Community Connection Service is contracted to run from 01.11.20 to 30.06.22. The Trust has received no indication from MSD that it will not continue to honour either contract going forward.

Other Considerations are set out below:

Operating and cash flow forecasts

The Board has considered forecast information relating to operational viability and cash flow requirements. The Board is satisfied that there will be sufficient cash flows generated from operating activities to meet the cash flow requirements of the Trust.

While the Board is confident in the ability of the Trust to continue as a going concern, if the forecast information relating to operational viability and cash flow requirements is not achieved there would be significant uncertainty as to whether the Trust would be able to continue as a going concern based on current trading terms and legislative requirements.

The Board has resolved to consider Budget/Forecast Variance reports at each monthly meeting to monitor performance. This process will include an investigation into the reasons for material variances and consideration of appropriate actions to be taken as a result, in order to manage this risk on an ongoing basis. The Board also expects to seek opportunities for further sources of community funding in the 2020/2021 and 2021/2022 years, and to investigate opportunities for operational cost savings which do not impact adversely on either service delivery or compliance with existing funding contracts.

If the Trust was unable to continue as a going concern, adjustments may have to be made to reflect the situation that assets may have to be realised and liabilities extinguished other than in the normal course of business and at amounts which could differ significantly from the amounts at which they are currently reported in the statement of financial position.

Note 13: Covid-19

On 30 January 2020, the spread of novel corona virus (COVID-19) was declared a public health emergency by the World Health Organisation. From 25 March 2020 New Zealand was placed into lock down to combat the pandemic and the New Zealand Government and required all non-essential businesses such as Wairarapa Safer Community Trust to be temporarily closed.

At the time of signing this performance report it is unknown as to whether or not there will be any long-term impacts on the organisation.

The Board will continue to monitor the impact of COVID-19 on the organisation.

The Board has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations as of and for the year ended 30 June 2020 have not been adjusted to reflect their impact. The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the organisation for future periods. Regardless, the Board maintains the view that Wairarapa Safer Community Trust will continue to operate as a going concern.

AuditPLUS⁺

Wairarapa Safer Community Trust Compilation Report For the Year Ended 30 June 2020

Compilation Report to the Members of Wairarapa Safer Community Trust.

Scope

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the performance report of Wairarapa Safer Community Trust for the year ended 30 June 2020.

As described in the Notes to the Performance report, this performance report have been prepared in accordance with the PBE SFR-A (NFP) Public Benefit Entity Simple Reporting – Accrual (not for profit).

Responsibilities

You are solely responsible for the information contained in the performance report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the performance report was prepared.

The performance report was prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the performance report.

No Audit or Review Engagement Undertaken

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

Reporting Framework

These performance report has been prepared in accordance with the Financial Reporting Act 2013. Under the Act the performance report has been prepared in accordance with generally accepted accounting practices in accordance with the PBE SFR-A (NFP) Public Benefit Entity Simple Reporting – Accrual (not for profit).

Disclaimer

We have compiled the financial information based on information provided to us which has not been subject to an audit or review engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

NUMB1Z Limited
Chartered Accountant
9 Belvedere Road
Carterton

25 February 2021

INDEPENDENT AUDITOR'S REPORT

To the Members of Wairarapa Safer Community Trust

Qualified Opinion

We have audited the accompanying performance report of Wairarapa Safer Community Trust on pages 5 to 14, which comprises the statement of financial performance and statement of cash flows for the year ended 30 June 2020, the statement of financial position as at 30 June 2020, the statement of accounting policies, and notes to the performance report.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report the performance report on pages 5 to 14 presents fairly, in all material respects:

- the financial position of Wairarapa Safer Community Trust as at 30 June 20, 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), issued in New Zealand by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

The management were unable to provide us with sufficient appropriate audit evidence to support a proportion of the expenditure transactions we selected for testing. The expenditure classifications affected by this matter are limited to:

Costs related to providing services: meetings and functions, staff expenses, motor vehicle fuel, project costs, postage printing, motor vehicle expenses, computer consumables and office expenses.

As a result of this matter, we were unable to determine whether any adjustment might be necessary in respect of recorded or unrecorded, and associated accounts payable balances and cash flows. In this respect alone, based on the proportion of expenditure we were unable to obtain sufficient appropriate audit evidence for, we consider that the potential misstatement may be material, but is not likely to be pervasive.

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) (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 Wairarapa Safer Community Trust in accordance with Professional and Ethical Standard 1 'International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) 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, Wairarapa Safer Community Trust.

Restriction on Responsibility

This report is made solely to the Members, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work 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 the Members as a body, for our audit work, for this report, or for the opinions we have formed.

Board's Responsibility for the Performance Report

The Board is responsible on behalf of the entity for:

(a) service performance criteria that are suitable in order to prepare service performance information in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) standard issued in New Zealand by the New Zealand Accounting Standards Board (PBE SFR-A (NFP));

(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 PBE SFR-A (NFP), and

(c) for such internal control as the Board determines 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 Board is 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 Board either intends to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

The Board is also responsible on behalf of the entity for determining that the PBE SFR-A (NFP) framework is acceptable in the entity's circumstances.

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) and NZ AS1 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 Board 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.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Audit Plus Accounting Services Ltd – Qualified Auditor
Wairarapa
2 March 2021



South Wairarapa District Council

Community and Youth Grant Application Form

Submit to: Katrina.neems@swdc.govt.nz

1. ORGANISATION DETAILS

| |
|---|
| Name of organisation: Community Networks Wairarapa Inc. (known as the Wairarapa Community Networks) |
| Physical address: C/ - 21 Hardie Grove, Featherston 5710 |

| |
|--|
| Postal address: C/ - 21 Hardie Grove, Featherston 5710 |
|--|

| | |
|---|--------------------------------|
| Contact Person: Jacob Verbeek | Phone No (Day): |
| Email: jacobv.consultancy@gmail.com | Mobile No: 022 026 4943 |

| Officers of organisation | |
|--|-------------------------------|
| Chair: Jacob Verbeek | Phone No: 022 026 4943 |
| Secretary: Sarah Taylor-Waitere | Phone No: 027 225 668 |
| Treasurer: Jeremy Logan | Phone No: 027 433 2215 |

| | |
|--|-----|
| Would you like to speak in support of your application | Yes |
|--|-----|

| | |
|--|---|
| Funding Criteria Council has approximately \$7,000 available for youth focused projects and \$22,000 available for community grants. | |
| Please select the category that is the project's main focus (mark with an X) | |
| Youth Grant | |
| Community Grant | X |

Community Grants Funding Category

Grants will be allocated to organisations which contribute to the community in at least one of the following areas. The funding categories are aligned to the five community outcomes, with some categories linking to more than one community outcome (see [Grants Policy](#)).

Please select the category that is the project's main focus (mark with an X)

| | |
|--|---|
| Arts, museums, heritage and culture (including Māoritanga) | |
| Environment | |
| Events | |
| Sport and Recreation | |
| Social and Educational Services | X |
| Economic Development | |

When was the organisation formed and what are its aims and objectives?

The Wairarapa Community Networks was incorporated in 2015. We have been facilitating community networking in South Wairarapa since early 2016.

Our purpose is to bring together the people, professionals, agencies, and organisations working with local people, whānau and communities to support social and community wellbeing.

Wellbeing is multifaceted and interconnected and needs people and organisations to act in ways that complement and reinforce each other's efforts. No one sector or organisation can hope to achieve wellbeing alone.

Strong connections enable people and organisations to develop mutual trust and understanding - which are critical foundations for working effectively as a collective of organisations towards social and community wellbeing.

Our purpose is to foster strong connections among people working for wellbeing in the South Wairarapa District and the wider Wairarapa region.

Our aspiration is for people and organisations from all sectors to be actively doing things that support and reinforce each other's efforts, resulting in positive bigger picture change.

We aim to provide "one-stop" community networking that creates and maintains diverse connection and exchange among people working for wellbeing in South Wairarapa so that they may focus their resources on their core work.

| | |
|--|-------------|
| Total number of members in your organisation? | 350+ |
|--|-------------|

| | |
|---|-------------|
| How many full-time equivalent people work in your organisation? | 0.675 FTC |
| How many volunteers work in your organisation? | 6 |
| Date of last AGM? | Nov 2020 |
| Are you GST registered? Y/N | GST No: n/a |

2. PROJECT OVERVIEW

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

Contribution towards our costs to continue to facilitate community networking in South Wairarapa. We need SWDC support to continue and enhance our operations in the South Wairarapa.

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

We facilitate community networking in South Wairarapa regularly throughout the year

We address the need for connection, coordination, and cooperation by providing regular community networking forums via community networking meetings, Zoom meetings, newsletters, and a Facebook group.

Our networking forums are bumping spaces where people can share/exchange wisdom and resources, better understand community needs, promote their work, and refresh their knowledge about what others do.

We act as a central conduit through which people and organisations working in the health, social, education, community sectors in South Wairarapa can tap into and benefit from each other's local wisdom, experience, and influence.

Our networking forums are often the initial spark for people to work together – people who wouldn't have otherwise come across each other in the course of their day-to-day work. We also address community needs by initiating and facilitating projects that bring together stakeholders from many organisations and sectors to explore and develop solutions on issues which impact social wellbeing.

Why should South Wairarapa District Council (SWDC) support this project/event?

Community networking is essential for social wellbeing

There is a need for strong and sustained cross-sector/cross-specialisation connection, coordination, and cooperation among those working in social and community wellbeing contexts with local people within South Wairarapa District communities.

Connection, coordination, and cooperation among those that work in the health, education, social and community sectors supports good outcomes for residents and promotes a coherent and efficient eco-system of wellbeing services in South Wairarapa communities.

Residents' wellbeing is enhanced when those working communities are joined-up

Community networking fosters a coherent, cohesive system of supports and programmes that enhance the wellbeing and lives of South Wairarapa people and communities, in particular those who are vulnerable for whatever reason. Expected outcomes from community networking are:

- Collective resources, collective intelligence, collective influence of South Wairarapa social, health, education and community services are **harnessed to benefit local people and communities**.
- Strong connections and deep knowledge among providers mean **residents can be assured that regardless of point of entry they will be connected with services appropriate for their needs**.
- Practice is improved and enhanced through connection and interaction with others working in the same communities. **Quality practice leads to enhanced and enduring outcomes for residents and local communities**.
- Siloed working and thinking minimised or eliminated. Unproductive duplication is minimised or eliminated. **This removes confusion for residents and ensures that they have access to quality services that maximise available resources**.
- Collective responses to known or emerging community needs/challenges/opportunities are cooperatively developed and implemented **ensuring the range of services address residents' evolving needs**.

There is ongoing need to harness our collective potential to generate social wellbeing

Cross-sector community networking provides a foundation for working collectively on the important issues and opportunities that impact local people and communities.

The **social and community wellbeing landscape is constantly evolving** and there is an ongoing need to foster good connections and knowledge exchange which support effective cooperation and efficiency across the wellbeing eco-system.

Organisations need to work together to create meaningful, sustainable, and effective responses to community needs. No single organisation or sector can make change alone. In South Wairarapa and the wider Wairarapa region **there is a need to get better at harnessing our collective potential to make change** and respond to emerging issues.

While there is a willingness amongst organisations to develop and work together on solutions to challenges our communities face, the coordination and facilitation necessary for collective working is not the core work of service providers.

The Wairarapa Community Networks is well-placed to initiate and coordinate projects to facilitate collective problem solving and collective action on solutions – where it has sufficient funding and resourcing to do so.

Who will benefit from these funds and in what way?

The ways in which service users/residents benefit is discussed above. Information about who participates in our community networking forums is discussed below.

About Wairarapa Community Networks' membership

We use the term 'member' for anyone who is connected with the Wairarapa Community Networks via one of our networking forums. 'Membership' is free and open to anyone working in the community and social wellbeing space – this includes volunteers and professionals.

Our members are from grass roots voluntary organisations through to government agencies purchasing outcomes.

Members work in education; youth work; social services; health and disability; service organisations; community development; government agencies; local government; churches; police; and community groups.

Our tracking demonstrates increased engagement with our networking forums year-on-year. This gives us confidence that our work continues to be valued by members. Across the region representatives from over 165 organisations regularly participate in our networking forums and over the last year:

- meeting attendance increased by 14% (total attendance at 153 in South Wairarapa was slightly up by 6%)
- newsletter subscribers increased by 15% to 323 subscribers.
- Facebook group membership increased by 44% to 411 members.

3. FINANCIALS

| Funding requirements | |
|---|---|
| Total cost of project | \$82,000.00 (please see attached budget) |
| Your organisation's contribution | \$77,000.00 (including other funding) |
| Other outside funding (please supply brief details) | \$77,000.00 |
| Amount applied for in this application | \$5,000 |
| Shortfall (please provide brief details of how will balance be found) | \$ 0 (further grant applications will cover any shortfall or planned activities in will be reduced) |

| | |
|---|--------------------------------------|
| Project income (if applicable), e.g. generated from sales to public | \$ 0 |
| Is organisation a registered charity? | Yes |
| Have you applied to SWDC for funding before? | Yes |
| If yes, when, for what purpose and how much was granted? | Yes, 2020. Application was declined. |
| Are you GST Registered | No |

| Bank account details (required for non GST registered applications only) | |
|--|-----------------------------------|
| Name of bank: | Westpac |
| Account name: | Community Networks Wairarapa Inc. |
| Account No: | 03-0687-0022491-000 |

4. Declarations

We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

Statement to comply with the Provisions of the Privacy Act 1993


The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within twelve months of the date the grant is paid out.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

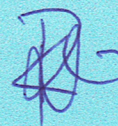
Signatory One

Signed:



Signatory Two

Signed:



| | |
|---------------------------------|-----------------------------------|
| Full name: Jacob Verbeek | Full name: Kara Pennington |
| Designation: Chair | Designation: Manager |
| Date: 9/3/2021 | Date: 9/3/2021 |

Eligibility and Criteria

Applicants should review the eligibility and grant criteria as outlined in the [Grants Policy](#) before making an application.

Please return the completed to:
 South Wairarapa District Council
 PO Box 6
 Martinborough 5741
 Or email: Katrina.neems@swdc.govt.nz

| Items required for this application | |
|---|-----------------------|
| • Most recent annual accounts including notes and review/audit report | <input type="radio"/> |
| • Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months) | <input type="radio"/> |
| • Application Form is signed | <input type="radio"/> |

OPTIONAL TEMPLATE FOR APPLYING PUBLIC BENEFIT ENTITY SIMPLE FORMAT REPORTING – CASH (NOT-FOR-PROFIT)

STEP ONE - BASIC INFORMATION

Please complete the following information for your entity, this will then flow into the Performance Report.

Full name of entity:

Community Networks Wairarapa Inc

For the year ended:

30 June 2020

Community Networks Wairarapa Inc

Entity Information

"Who are we?", "Why do we exist?"

For the year ended:

30 June 2020

| | |
|---|---|
| Legal Name of Entity:* | Community Networks Wairarapa Incorporated |
| Other Name of Entity (if any): | Wairarapa Community Networks |
| Type of Entity and Legal Basis (if any):* | Incorporated Society and Registered Charity |
| Registration Number: | CC52101 |

Entity's Purpose or Mission: *

Community Networks Wairarapa Inc. (CNWI) is the umbrella organisation that connects three community networks locally and regionally (the three are based in Masterton, Carterton and Sth Wairarapa/Featherston). CNWI's constitution sets out a mission to benefit the community by promoting information, training and resources to members enabling them to empower their communities to meet social needs. CNWI provides a range of forums for our members (who are typically the "doers" working in our communities) to: connect; build capability through sharing wisdom, information and resources; discuss and problem solve common issues; identify opportunities for collaboration and cooperation; and promote services and professional development opportunities.

Entity Structure: *

The CNWI Executive Committee (i.e. the Board) is elected by members at every second AGM. Board members must be active community network members. The Board has up to eight members; office holders include Chair, Deputy Chair, Secretary, Treasurer. CNWI aims to have balanced representation from each of the three community networks and to have at least one member from iwi. The Board may co-opt members to ensure balanced representation. The Board currently employs two permanent part-time employees - a manager for 15 hours per week and a coordinator/administrator for 12 hours per week.

Main Sources of the Entity's Cash and Resources:*

On the whole CNWI relies on grants and donations from government and philanthropic trusts to cover all operational expenditure (including staff costs). From time to time CNWI will undertake a fee for service contract.

Main Methods Used by the Entity to Raise Funds:*

The main fundraising activity is grant and donation applications.

Entity's Reliance on Volunteers and Donated Goods or Services: *

CNWI Board membership is a voluntary role. Board members volunteer time and skill to attend board meetings, set strategy and ensure the organisation is well governed for the benefit of members and the wider community. In the financial year that this performance report relates to CNWI received significant "in-kind" or donated support from the Carterton District Council's Community Development team to coordinate the Carterton Community Network. CNWI offers a small 'use of home as office' allowance to staff, in lieu of the CNWI paying office rental, power, internet etc.

Additional Information*

Membership is free and open to anyone interested in wellbeing in Wairarapa. The Community Networks are uniquely cross-specialisation bumping spaces where members can connect and converse with other community-facing 'doers' that they wouldn't typically come across in the course of their everyday mahi. The community networks developed from the ground up out of a desire to break down silos and work better together for the benefit Wairarapa communities. Members hail from the community and social sector - in its broadest sense. Members are from organisations with a focus on education; youth work; social services; health and disability; community development and resilience; government agencies; local government; church groups; police; and community groups. Members range from grass-roots voluntary groups to government agencies purchasing outcomes.

Contact details

| | |
|---|---|
| Physical Address: | no physical address |
| Postal Address: | C/- 71 Watt Street, Featherston, 5710 |
| Phone/Fax: | 022 586 9528 |
| Email/Website: | info@wcn.org.nz |
|  | https://www.facebook.com/groups/wairapacommunitynetworks/ |

Community Networks Wairarapa Inc

Statement of Service Performance

"What did we do?"

For the year ended
30 June 2020

Description of the Entity's Outcomes:

People working towards social and community wellbeing in the Wairarapa are connected (silos are reduced/minimised), well-informed, cooperative, collaborative, and capable. Members have opportunities to exchange wisdom, information, resources. Professional development opportunities are well-promoted and common training needs are identified. Exploration and analysis of cross-cutting issues are initiated and solution-focussed discussion is facilitated. Opportunities to work better together are identified and supported.

| Description and Quantification (to the extent practicable) of the Entity's Outputs:* | Actual* This Year | Actual* Last Year |
|---|----------------------|----------------------|
| Community Network meeting attendance: Community network meetings are forums for members to connect and build capability through leveraging collective wisdom and resources. CNWI coordinates agendas, facilitates the meetings, and records and distributes meeting notes. Average meeting attendance up by 25 per cent (increaseing from 20 to 25 compared with last year). | 450 | 473 |
| Community network meeting topics/speakers. Meetings typically have speakers/presenters on relevant topics and then open floor round the room following the presenters. CNWI coordinates the presenters. | 31 | 44 |
| Masterton Community Network meetings. Total attendance: 175. Average attendance 29. | 6 | 8 |
| Carterton Community Network meetings. Total attendance: 104. Average attendance: 21. | 5 | 8 |
| South Wairarapa Community Network meetings. Total attendance: 96. Average attendance: 19. | 5 | 8 |
| Wairarapa-wide Zoom Community Network meetings. Total attendance: 75. Average attendance: 38. | 2 | 0 |
| Wairarapa Community Networks closed Facebook group (forum for instant connection and exchange). | Grp Administered | Grp Administered |
| Wairarapa Community Network closed Facebook group membership. Membership of the CNWI Facebook group grew 39.9 per cent over the year from 291 members to 407 members. | 407 | 291 |
| Posts in CNWI FB group. CNWI and its members use the forum to post on a broad range of topics (e.g. to: promote services or programmes; ask questions and/or share resources; advertise board or job vacancies; promote fund raising activities; share peak body newsletters; promote professional development opportunities; promote opportunities to input into public consultations for central and local government.) Posts increased by 47.6 per cent compared with last year. | 636 | 431 |
| Electronic newsletter updates to members. Pānui from members as well as material gathered by CNWI collated into a newsletter format and circulated to the CNWI distribution list. The newsletter is used to more substantive resources, such as template policies. CNWI and members use the newsletter forum to exchange information on a wide range of topics (as with the Facebook group). This year we introduced a new "member spotlight" section to our newsletter to highlight the work of individual members. | 26 | 20 |
| Subscribers to the newsletter had net growth of 16.1 per cent over the year from 280 to 325 members. | 325 | 280 |

Additional Information:

There is a richness of exchange between members that is facilitated through network forums. Members use the forums to test ideas and better understand what is already happening in a space before investing time into a new initiative. Members offer advice and broker connections with each other's networks. Members recommend the forums to newly established services as a way to quickly connect and promote what they are doing. Members connect with others that they wouldn't have outside of our forums and form small informal collaborations. Many of the myriad of these micro-exchanges are captured in comments on Facebook posts and community network meeting notes.

Community Networks Wairarapa Inc

Statement of Service Performance

"What did we do?"

For the year ended
30 June 2020

Additional Output Measures:

COLLECTIVE IMPACT PROJECT: NEED FOR COMMUNITY SOCIAL WORKERS IN WAIRARAPA: led and coordinated work to bring together local insights on an issue being raised in our Networking forums (e.g. meetings). Insights of over 140 professionals working across the region on the need for community social work. The project identified a strong consensus that more access to 'generalised' social work support is needed and developed a roadmap for next steps to work together locally to develop resources. Project overview and key documents can found at: <https://mailchi.mp/f821598b5a98/wairapasocialworkproject>

Additional Output Measures:

COVID-19 IMPACT PROJECT: IMPACT FOR COMMUNITY & SOCIAL SERVICES WAIRARAPA: coordinated and undertook a survey of local social services during lockdown to understand the challenges and impacts of lockdown on services work and the anticipated impact for the rest of 2020. Representatives of 46 organisations were contacted and surveyed. The analysis and summaries from the work are being used by local decision-makers as well as the services in their responses to the impacts of COVID-19.

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

Report on the Financial Performance of Community Networks Wairarapa Incorporated

For the Year Ended 30th June 2020

I have reviewed the Financial Performance Report of Community Networks Wairarapa Incorporated for the year ended 30th June 2020, and a summary of significant accounting policies and other explanatory information.

Board's Responsibility for the Financial Performance

The Board are responsible for the preparation and fair presentation of these financial statements in accordance with the External Reporting Board "XRB" Public Benefit Entity Simple Format Reporting – Cash (Not for Profit) (PBE SFR-C (NFP)) 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.

Assurance Practitioner's Responsibility

My responsibility is to express a conclusion on the Financial Performance Report. I have conducted my review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity. ISRE (NZ) 2400 requires me to conclude whether anything has come to my attention that causes me to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires me to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, I do not express an audit opinion on these financial statements. Other than in my capacity as assurance practitioner I have no relationship with, or interests in, Community Networks Wairarapa.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that the Financial Performance Report of Community Networks Wairarapa Incorporated does not present fairly, in all material respects, the financial position of Community Networks Wairarapa as at June 30th, 2020, in accordance with Public Benefit Entity Simple Format Reporting – Cash (Not for Profit).



Joanne Bath Chartered Accountant
Joanne & Co Limited
2nd September 2020

5 Totara Grove
Featherston

Community Networks Wairarapa Inc

Statement of Receipts and Payments

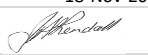

"How was it funded?" and "What did it cost?"

For the year ended:

30 June 2020

| | Notes | Actual* | |
|---|-------|-----------------|---------------|
| | | This Year | Last Year |
| | | \$ | \$ |
| Operating Receipts | | | |
| Donations, fundraising and other similar receipts* | | 32,500 | 58,000 |
| Fees, subscriptions and other receipts from members* | | | - |
| Receipts from providing goods or services* | | 17,810 | 19,360 |
| Interest, dividends and other investment income receipts* | | 24 | 50 |
| Other operating receipts: COVID-19 Govt Wage Subsidy | | 11,229 | 555 |
| Total Operating Receipts | | 61,563 | 77,965 |
| Operating Payments | | | |
| Payments related to public fundraising* | | - | - |
| Volunteer and employee related payments* | | 66,924 | 51,598 |
| Payments related to providing goods or services* | | 8,038 | 8,445 |
| Grants and donations paid* | | - | - |
| Other operating payments | | - | 575 |
| Total Operating Payments | | 74,962 | 60,618 |
| Operating Surplus or (Deficit) | | (13,399) | 17,347 |
| Capital Receipts | | | |
| Receipts from the sale of resources* | | - | - |
| Receipts from borrowings* | | - | - |
| Capital Payments | | | |
| Purchase of resources* | | 364 | 2,814 |
| Repayments of borrowings* | | - | - |
| Increase/(Decrease) in Bank Accounts and Cash* | | (13,763) | 14,533 |
| Bank accounts and cash at the beginning of the financial year* | | 46,575 | 32,042 |
| Bank Accounts and Cash at the End of the Financial Year* | | 32,812 | 46,575 |
| Represented by:* | | | |
| Cheque account(s) | | 32,603 | 46,143 |
| Savings account(s) | | | |
| Term Deposit account(s) | | | |
| Cash Floats | | | |
| Petty Cash | | 209 | 432 |
| Total Bank Accounts and Cash at the End of the Financial Year* | | 32,812 | 46,575 |

This performance report has been approved by the Board, for and on behalf of Community Networks Wairarapa Incorporated:

| | | |
|-----------|--|---|
| Date | 18-Nov-20 | 18-Nov-20 |
| Signature |  |  |
| Name | Judith Rendall | Jeremy Logan |
| Position | Chair | Treasurer |

Community Networks Wairarapa Inc
Statement of Resources and Commitments
 "what the entity owns?" and "what the entity owes?"
 As at
 30 June 2020

| SCHEDULE OF RESOURCES | This Year \$ | Last Year \$ |
|---|-----------------------------------|-----------------------------------|
| Bank Accounts and Cash (from Statement of Receipts and Payments)* | 32,812 | 46,575 |
| Money Held on Behalf of Others* | | |
| Description* | Amount* | Amount* |
| nil | - | - |
| Money Owed to the Entity* | | |
| Description* | Amount* | Amount* |
| nil | - | - |
| Other Resources* | | |
| Description and Source of Value* (cost or current value required if practicable to obtain) | Cost or Current Value* | Cost or Current Value* |
| Office equipment: including laptops, printers, projector | 3,829 | 3,611 |
| SCHEDULE OF COMMITMENTS | This Year \$ | Last Year \$ |
| Money Payable by the Entity* | | |
| Description* | Amount* | Amount* |
| Unpaid invoices for payments for goods or services | - | 166 |
| Wages and salaries | 1,044 | 3,329 |

Community Networks Wairarapa Inc
Statement of Resources and Commitments
"what the entity owns?" and "what the entity owes?"
As at
30 June 2020

| Other Commitments* | | |
|---|------------------|------------------|
| Description* | Amount* | Amount* |
| nil | - | - |
| Guarantees* | | |
| Description* | Amount* | Amount* |
| nil | - | - |
| SCHEDULE OF OTHER INFORMATION | | |
| | This Year | Last Year |
| | \$ | \$ |
| Grants or Donations with Conditions Attached (where conditions not fully met at balance date)* | | |
| 75% of grant period remaining for Lottery Community grant (for operational costs) | - | 7,500 |
| 34% of grant period remaining for Working Together More grant donation (for project costs) | - | 6,800 |
| Resources Used as Security for Borrowings* | | |
| nil | - | - |

Community Networks Wairarapa Inc
Notes to the Performance Report
For the year ended
30 June 2020

Note 1: Accounting Policies "How did we do our accounting"

Basis of Preparation*

Community Networks Wairarapa Inc is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)*

Community Networks Wairarapa Inc is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

Community Networks Wairarapa Inc

Notes to the Performance Report

For the year ended
30 June 2020

Note 2 : Analysis of Receipts "How was it funded?"

| Receipt Item | Analysis | This Year | Last Year |
|----------------------|---|---------------|---------------|
| | | \$ | \$ |
| Grants and donations | COGS Wairarapa Committee | 5,000 | 5,000 |
| | Eastern and Central Community Trust | 10,000 | 10,000 |
| | Masterton District Council Community Grants | 2,500 | 1,500 |
| | Trust House Foundation Grant | 15,000 | 8,000 |
| | Lottery Community Wellington Committee | - | 10,000 |
| | Nikau Foundation | - | 3,500 |
| | Working Together More Fund | - | 20,000 |
| | | | |
| Total | | 32,500 | 58,000 |

| Receipt Item | Analysis | This Year | Last Year |
|---|-------------------------------|---------------|---------------|
| | | \$ | \$ |
| Receipts from providing goods or services | Contracts to provide services | 17,810 | 19,360 |
| | | | |
| Total | | 17,810 | 19,360 |

| Receipt Item | Analysis | This Year | Last Year |
|--|---------------|-----------|-----------|
| | | \$ | \$ |
| Interest, dividends and other investment income receipts | Bank interest | 24 | 50 |
| | | | |
| Total | | 24 | 50 |

| Receipt Item | Analysis | This Year | Last Year |
|----------------|----------------------------|---------------|-----------|
| | | \$ | \$ |
| Other receipts | COVID-19 Govt Wage Subsidy | 11,229 | - |
| | | | |
| Total | | 11,229 | - |

Community Networks Wairarapa Inc

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Payments "What did it cost?"

| Payment Item | Analysis | This Year \$ | Last Year \$ |
|---|-------------------------------------|-----------------|-----------------|
| Volunteer and employee related payments | Salaries and Wages | 64,200 | 49,343 |
| | Allowance: use of home as office | 855 | 715 |
| | Employers contribution to Kiwisaver | 1,541 | 1,445 |
| | ACC Payments | 155 | 95 |
| | Professional Development | 173 | - |
| | Total | | 66,924 |

| Payment Item | Analysis | This Year \$ | Last Year \$ |
|---|---|-----------------|-----------------|
| Payments related to providing goods or services | Direct costs relating to service delivery | 6,023 | 6,062 |
| | Administration and overhead costs | 2,015 | 2,958 |
| | Total | | 8,038 |

Community Networks Wairarapa Inc

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Payments "What did it cost?"

| Payment Item | Analysis | This Year | Last Year |
|------------------|------------------|-----------|------------|
| | | \$ | \$ |
| Capital payments | Office Equipment | - | 1,326 |
| | Laptop | - | 769 |
| | Projector | - | 719 |
| | Mobile Phone | 364 | - |
| | Total | | 364 |

Community Networks Wairarapa Inc

Notes to the Performance Report

For the year ended
30 June 2020

Notes 4-7

Note 4: Correction of Errors*

nil

Note 5: 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* |
| Beverley Jack, Board Member (part year) | Manager of the Wairarapa Community Centre; CNWI hired rooms at the Community Centre while Bev was a Board Member | - | 425 | 0 | 0 |

Note 6: Events After the Balance Date*

Note 6: Events After the Balance Date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report. (Last Year - Nil)

Note 7: Additional Notes

Carterton District Council Community Development team collaborates with CNWI to facilitate and provide network forums in Carterton. CNWI estimates the value of this collaboration is worth \$10,000.00 per annum to CNWI.