

***Te Atatu Peninsula Community Trust  
Annual Report***

***December 2016***

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## *Chairman's review*

This year we regrouped and contemplated the future. With the bulk of the building project behind us and no capital projects on the immediate horizon the board underwent a transformation. Three of the board members instrumental in conceptualising and successfully completing the building project have resigned as trustees: Judi Tiller, Jaye Fuller and Brian Knolles. I take this opportunity to thank them for the many years of dedicated service, especially in steering the building project to such a resounding success. The Trust's building on Beach Road is used seven days per week by a wide variety of community groups. On average, some six hundred community people per week come through the door to meet and enjoy being in community. The level of usage and growth we are experiencing is driving how we group and plan for the future.

In 2016 we have welcomed Nicholas (Nick) Woodley and Gabrielle (Gaye) Stenbridge as trustees and are actively seeking to recruit one or two more. Monique Kauie continues as Community Support Worker (CSW). We have also restructured the relationship between the Trust and The Chapel, the owner of the facility, so that going forward the Trust takes full responsibility for the administrative aspects of the facility. Previously this aspect of trust operations was shared with The Chapel. Brian Spicer will be Interim Trust Operations Manager, Hannah Bain is the Receptionist/Administrator and Tersia Govender the Facilities Assistant. (Brian is seconded from The Chapel and Monique, Hannah and Tersia are employed by the Trust.)

Once again it is my privilege and great pleasure to express thanks to the many volunteers who give of their time and talents every week. These people help to resource, coordinate and deliver a range of high quality programmes in service to the community of the Te Atatu Peninsula. Without these willing and very able volunteers most of these programs could not be sustained. The relationship between The Trust and The Chapel is fundamental to the provision of quality community programmes. The Trust will seek to increase its level of support to these valued volunteers throughout the year ahead.

We would like to take this opportunity to thank the generous community funders who have contributed to the work of TAPCT throughout 2016:

- Lottery Community
- Community Organisation Grant Scheme
- The Chapel – Te Atatu

We have also received numerous donations from individuals. We sincerely thank you for your generosity.

The Trust again received a clean bill of health with its annual financial audit; details are included in this report.

## ***Big audacious goals for the future***

Te Atatu Peninsula is undergoing a rapid densification of housing which will be fuelled further with the passing of the Auckland Unitary Plan. This will lead to an even more diverse, and increasingly isolated, community in need of the type of services the Trust provides.

The objective of the Trust, as stated in the Trust Deed, is to provide direction and resources to serve its local community by seeking to meet the social, emotional, physical, spiritual and educational needs of people within that community.

As we look to the future, the challenges and opportunities before us, we know we can, and must, continue to build on our past success. As we begin to dream about what the future could hold, in our vision we see a modern multi-storey, multipurpose building with a sealed car park and a beautiful open space. The building caters for a variety of specialised environments including such possibilities as early childhood facilities, an English as second language learning centre, community meeting rooms and a range of other areas for spaces and activities serving a diverse demographic.

Our desire is to continue to make a difference. We have served this community in many ways over many years and now we need to continue to change to reflect our changing community.

The trust priority going forward is to build a strategy to deliver on this vision.

### *Serving Week by Week – what we support*

The Trust supports a number of community programs; these fall into one of two groups being:

1. The Chapel Community Programs
2. Partnership Programs

The Chapel community programs are resourced, coordinated and delivered by teams of volunteers associated with The Chapel. TAPCT contribution to these programs in 2017 will be through providing some administrative support and the continuation of funding for a Community Family Support Worker to provide the central coordination and liaison role.

Partnership programs include numerous groups, see table below. Our primary function for these programs is to ensure the building and facilities are in good order and to provide a coordination role. The building situated on the corner of Beach and Waipani Roads, is occupied seven days per week and is only vacant for short periods of time over the Christmas holiday period.

The following table lists the main users of the facilities and approximate numbers involved:

| Organisation   | Days per week                   | Total Hours per week of use | People involved                                 |
|--|---------------------------------|-----------------------------|---|
| <b>Community Programs</b>  |                                 |                             |   |
| Mainly Music   | 2 days                          | 6 hours                     | 100 caregivers and children                     |
| Mainly Mums  | 1 day                           | 4 hours                     | 14 caregivers and children                      |
| ICONZ Boys   | 1 day                           | 4 hours                     | 20 children and 5 adults                        |
| ICONZ Girls  | 1 day                           | 4 hours                     | 20 children and 5 adults                        |
| Youth Program  | 1 day                           | 7 + hours                   | 18 young people (11 through to 18 years)        |
| Community events   | 3 per year                      | 4 to 5 hours                | Approx 150 people, all ages                     |
| Private Weddings / Funerals / 21 <sup>st</sup> s / family gatherings etc | 1 - 2/month                     | 4 to 5 hours                | 200 + people of all ages                        |
| The Chapel Community Garden  | 1 day                           | 2 to 5 hours                | 5 people of all ages                            |
| <b>Partner Community Programs</b>  |                                 |                             |   |
| Communicare  | 1 day                           | 4 hours                     | 50 adults                                       |
| Toy Library  | 2 days                          | 7 hours                     | 75 family groups per week (175 member families) |
| Brickworks Drama School  | 2 days                          |                             |   |
| Day Spring   | 2 days                          |                             |   |
| Michelle Lucca School of Dance   | 1 day                           | 4 hours                     | 30 children                                     |
| Circuit Fit  | 2 day                           | 3 hours                     | 12  |
| Thai Lao language class  | 1 day                           | 2 hours                     | 10  |
| Te Atatu Floral Garden circle  | 1 evening/month                 | 4 hours                     | 50  |
| Mothers Helpers  | 2 days 10 week courses x 4/year | 8 hours                     | 20 per course                                   |
| Bellyful   | 2 days/month                    | 4 hour 'cook-a-thon'        |   |
| Peninsular Women's Craft group (with 'Stampin Up')                       | 1 evening per month             | 2 hours                     | 10 adults                                       |
| <b>Christian Congregations</b>   |                                 |                             |   |
| The Chapel   | 1 day                           | 9 hours                     | 120 people, all ages                            |
| Thai Lao Fellowship  | 2 days (Sat & Sun)              | 6 hours                     | 20 per week / 70 once per month, all ages       |
| Band Practices   | Monthly                         | 2 hours                     |   |

***Preliminary Financials as at 31 December 2016***

| <b>Balance Sheet</b>                      |                     |                     |
|---|---------------------|---------------------|
| <b>Te Atatu Peninsula Community Trust</b> |                     |                     |
| <b>As at 31 December 2016</b>             |                     |                     |
|   | <b>31 Dec 2016</b>  | <b>31 Dec 2015</b>  |
| <b>Assets</b>                             |                     |                     |
| <b>Bank</b>                               |                     |                     |
| Girls ICONZ                               | \$647.98            | \$682.75            |
| General Cheque                            | \$33,891.24         | \$40,866.12         |
| ICONZ Te Atatu                            | \$1,990.40          | \$576.81            |
| Mainly Mums Te Atatu                      | \$33.48             | \$357.45            |
| Mainly Music Te Atatu                     | \$215.54            | \$239.36            |
| Peninsula Parenting                       | \$1,153.77          | \$2,440.07          |
| Peninsula Womens Te Atatu                 | \$1,184.98          | \$1,184.98          |
| Specified Operational Grants              | \$0.98              | \$407.81            |
| <b>Total Bank</b>                         | <b>\$39,118.37</b>  | <b>\$46,755.35</b>  |
| <b>Fixed Assets</b>                       |                     |                     |
| Building WIP                              | \$415,229.94        | \$415,229.94        |
| Computer Equipment                        | \$1,199.36          | \$0.00              |
| <b>Total Fixed Assets</b>                 | <b>\$416,429.30</b> | <b>\$415,229.94</b> |
| <b>Total Assets</b>                       | <b>\$455,547.67</b> | <b>\$461,985.29</b> |
| <b>Liabilities</b>                        |                     |                     |
| <b>Current Liabilities</b>                |                     |                     |
| GST                                       | -\$466.93           | -\$8,656.89         |
| TAPCT Visa                                | \$305.96            | \$0.00              |
| <b>Total Current Liabilities</b>          | <b>-\$160.97</b>    | <b>-\$8,656.89</b>  |
| <b>Total Liabilities</b>                  | <b>-\$160.97</b>    | <b>-\$8,656.89</b>  |
| <b>Net Assets</b>                         | <b>\$455,708.64</b> | <b>\$470,642.18</b> |
| <b>Equity</b>                             |                     |                     |
| Current Year Earnings                     | -\$14,933.54        | \$81,558.92         |
| Retained Earnings                         | \$470,642.18        | \$389,083.26        |
| <b>Total Equity</b>                       | <b>\$455,708.64</b> | <b>\$470,642.18</b> |

Negative earnings for 2016 are mostly because income in the form of grants received for building work was included in the previous year whereas outgoings for the same work was in 2016

## *Audited Accounts for 2015/16 year*



### **Independent Auditor's Report**

#### **To the TRUSTEES of the TE ATATU PENINSULA COMMUNITY TRUST**

We have audited the financial statements on pages 1 to 4, being the statements of financial performance, movements in equity, financial position, schedule of assets, notes and accounting policies. The financial statements provide information about the past financial performance of the TE ATATU PENINSULA COMMUNITY TRUST, and its financial position as at 31 December 2015. This information is stated in accordance with the accounting policies set out on pages 3-4.

#### **Trust Board's Responsibilities**

The management board are responsible for the preparation of financial statements, under the application of the general purpose reporting requirements, to give a true and fair view of the financial position of the TE ATATU PENINSULA COMMUNITY TRUST, and of its operations for the year ended 31 December 2015.

#### **Auditor's Responsibilities**

It is our responsibility to express an independent opinion on the financial statements presented by the trustees, and to report our opinion to you. We conducted our audit in accordance with generally accepted international auditing standards in New Zealand. On this basis, 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 misstatements in the financial statements, whether due to fraud or error. In making the risk assessments, the auditor considers internal controls, relevant to the organisations preparation of the financial statements, in order to design audit procedures, which are appropriate for the circumstances, but not specifically for the purpose of expressing an opinion on the entity's internal control. Based on the audit assessment of risk, an appropriate level of sample testing, has been used to gain the evidence relevant to the amounts and disclosures in the financial statements.

#### **Basis of a Qualified Opinion**

As is common with organisations of this nature, the control over activities with cash sources of income, included in total income of 149,306, is limited until banked. Except for cash sources of income we obtained sufficient and appropriate audit evidence, on which to base our opinion, and to give reasonable assurance that the financial statements are free from material misstatements. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in these general purpose financial statements.

Other than in our capacity as auditors, and reformatting the financial report from the client's cash book, we have no other relationship with or interests in the TE ATATU PENINSULA COMMUNITY TRUST.

#### **Opinion**

Except for the matter noted in the basis of a qualified opinion, we have obtained all the other information and explanations we have required.

In our opinion:

- except for any adjustments to cash sources of income, had we obtained sufficient information on sources of income received in cash,
- the financial statements on pages 1 to 4, in all other material aspects gives a true and fair view of the financial position of the TE ATATU PENINSULA COMMUNITY TRUST as at 31 December 2015, and of the results of its operations, for the year ended on that date.

Our audit was completed on the 7<sup>th</sup> April 2016, and our qualified opinion is expressed as at that date.

A handwritten signature in blue ink that reads "Integrity Audit".

**INTEGRITY AUDIT**  
Manukau

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**Te Atatu Peninsula Community Trust**  
Statement of Financial Performance



*For the year ended 31 December 2015*

| <u>NOTES</u>              | <b>This Year</b>                            | <b>Last Year</b>  |                   |
|---------------------------|---|-------------------|-------------------|
| <b><u>INCOME</u></b>      |   |                   |                   |
|                           | ICONZ                                       | 3,068             | 3,916             |
|                           | ICONZ girls                                 | 2,342             | -                 |
|                           | Mainly Mums                                 | 156               | 1,451             |
|                           | Mainly Music                                | 4,945             | 6,673             |
|                           | Pen parenting                               | 4,341             | -                 |
|                           | Peninsula Womens                            | 4,079             | 1,875             |
|                           | Donations - Other                           | 5,100             | 1,066             |
|                           | Donations - The Chapel                      | 14,683            | 11,667            |
|                           | Facility Hire                               | 14,055            | 14,321            |
|                           | Grants - Community Garden                   | 30                | 746               |
| Note 2                    | Grants - Facility Upgrade                   | 67,000            | 66,100            |
| Note 3                    | Grants - Facility Operational               | 25,678            | 31,000            |
|                           | Recovery of investment written off          | 2,938             | 1,195             |
| Note 4                    | Other Income - General                      | 891               | 3,229             |
|                           | <b>Total Income</b>                         | <b>\$ 149,306</b> | <b>\$ 143,238</b> |
| <b><u>EXPENDITURE</u></b> |   |                   |                   |
|                           | Admin - Bank Fees                           | -                 | 609               |
|                           | Admin - Charities Registration              | 44                | 44                |
|                           | Admin - Consumables                         | 3,552             | 3,223             |
|                           | Admin - Interest Expense                    | 61                | -                 |
|                           | Admin - Miscellaneous Expense               | 2,297             | 2,779             |
|                           | Admin - Photocopier Rental                  | 4,057             | 3,822             |
|                           | Admin - Postage and Stationary              | 493               | 247               |
|                           | Admin - Professional Services               | 2,914             | 1,500             |
|                           | Admin - Telephones and Mobile               | 1,415             | 2,539             |
|                           | Admin - Xero Fees                           | 381               | 696               |
|                           | Community Events - Other                    | -                 | 1,390             |
|                           | Community Garden Expenses                   | 104               | 510               |
|                           | ICONZ Expenses                              | 2,399             | 3,531             |
|                           | Mainly Mums Expenses                        | 538               | 893               |
|                           | Mainly Music Expenses                       | 4,729             | 5,149             |
|                           | Pen Parenting expenses                      | 1,700             | -                 |
|                           | Peninsula Womens Expenses                   | 2,665             | 2,073             |
|                           | Facility - Cleaning / Waste                 | 2,020             | 1,246             |
|                           | Facility - Electricity / Gas                | 3,997             | 3,860             |
|                           | Facility - Insurance                        | 7,111             | 5,965             |
|                           | Facility - Lawns & Property                 | 2,546             | 2,253             |
|                           | Facility - Maintenance                      | 5,783             | 2,779             |
|                           | Facility - Rates                            | 1,626             | 3,032             |
|                           | Facility - Water Rates                      | 1,152             | 871               |
|                           | Girls ICONZ                                 | 1,443             | -                 |
|                           | Staff Training                              | 39                | 1,000             |
|                           | Staffing - Cleaning Wages                   | 4,098             | 4,848             |
|                           | Staffing - Community Family S               | 10,583            | 10,000            |
|                           | Staffing - Trust Director                   | -                 | 688               |
|                           | <b>Total Expenditure</b>                    | <b>\$ 67,747</b>  | <b>\$ 65,548</b>  |
|                           | <b>Net Income after non-operating items</b> | <b>\$ 81,559</b>  | <b>\$ 77,690</b>  |

*The notes and accounting policies form an integral part of these financial statements.*

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**Te Atatu Peninsula Community Trust**

INTEGRITY AUDIT

Statement of Movements in Equity Funds

*For the year ended 31 December 2015*

| <u>Accumulated Funds</u>                            | This Year         | Last Year         |
|---|-------------------|-------------------|
| <u>General Funds</u> Opening Balance                | \$ 396,748        | \$ 319,059        |
| prior year GST adjustment                           | (-\$7,865)        |                   |
| Operating Net Surplus (-Deficit) after depreciation | \$ 81,559         | \$ 77,690         |
| <b>Total Accumulated Trust Funds</b>                | <b>\$ 470,642</b> | <b>\$ 396,749</b> |

**Te Atatu Peninsula Community Trust**

Statement of Financial Position

*As at the 31 December 2015*

|                                      | This Year         | Last Year         |
|--------------------------------------|-------------------|-------------------|
| <b>ACCUMULATED FUNDS</b>             |                   |                   |
| <b>Total Accumulated Trust Funds</b> | <b>\$ 470,642</b> | <b>\$ 396,749</b> |


This is represented by :-

| <u>CURRENT ASSETS</u>            |                   |                   |
|----------------------------------|-------------------|-------------------|
| Girls ICONZ                      | 683               | -                 |
| General Cheque                   | 40,866            | 47,257            |
| ICONZ Te Atatu                   | 577               | 262               |
| Mainly Mums Te Atatu             | 357               | 744               |
| Mainly Music Te Atatu            | 239               | 862               |
| Peninsula Parenting              | 2,440             | -                 |
| Peninsula Womens Te Atatu        | 1,185             | 21                |
| Specified Operational Grants     | 408               | 4,765             |
| GST Refundable                   | 8,657             | 619               |
| <b>Total Current Assets</b>      | <b>55,412</b>     | <b>54,530</b>     |
| <u>CURRENT LIABILITIES</u>       |                   |                   |
| <b>Total Current Liabilities</b> | <b>-</b>          | <b>-</b>          |
| <i>Working Capital</i>           | 55,412            | 54,530            |
| <u>NON CURRENT ASSETS</u>        |                   |                   |
| Note 1 As per Schedule           | 415,230           | 342,218           |
| <b>Total Net Assets</b>          | <b>\$ 470,642</b> | <b>\$ 396,748</b> |

Chairperson



Treasurer



**Te Atatu Peninsula Community Trust**



**Notes to the Accounts & Accounting Policies**

*For the year ended 31 December 2015*

| <b>Note 1</b>    | <b>Depn Rate</b> | <b>Depreciation Schedule Categories</b> | <b>Opening Book Value</b> | <b>Additions / (Disposals)</b> | <b>Deprec.</b> | <b>Closing Book Value</b> |
|------------------|------------------|---|---------------------------|--------------------------------|----------------|---------------------------|
| \$ 415,230       | 0.0%             | Building Improvements - WIP             | \$ 342,218                | \$ 73,012                      |                | \$ 415,230                |
| <b>\$415,230</b> |                  |   | <b>\$ 342,218</b>         | <b>\$ 73,012</b>               | <b>\$ -</b>    | <b>\$ 415,230</b>         |

The building improvements are carried out on the 64 Waipani Road Te Atatu Peninsula property owned by the associated organisation the Te Atatu Bible Chapel.

| <b>Note 2</b> | <b>Funding Project</b>       | <b>This Year \$</b> | <b>Last Year \$</b> |
|---------------|------------------------------|---------------------|---------------------|
|               | Lottery Community Facilities | \$ -                | \$ 51,100           |
|               | SIR JOHN LOGAN CAMPB         | \$ 6,000            | \$ -                |
|               | The Chapel                   | \$ 25,000           | \$ -                |
|               | Auckland Council             | \$ 3,000            | \$ -                |
|               | Dragon Community Trust       | \$ 3,000            | \$ -                |
|               | Trust Community Foundation   | \$ 30,000           | \$ 15,000           |
|               |                              | <b>\$ 67,000</b>    | <b>\$ 66,100</b>    |

| <b>Note 3</b> | <b>Grants Operational</b>           | <b>This Year \$</b> | <b>Last Year \$</b> |
|---------------|-------------------------------------|---------------------|---------------------|
|               | Lottery Community (Auckland)        | \$ 10,000           | \$ 10,000           |
|               | Western Districts Community Fund    | \$ -                | \$ 2,000            |
|               | Auckland Council Local Board        | \$ 2,178            | \$ 1,000            |
|               | Grant Received - Chenery Trust      | \$ -                | \$ 3,000            |
|               | Auckland Community Fdn - Grassroots | \$ 7,500            | \$ 15,000           |
|               | DIA Charities - COGS grant          | \$ 3,000            | \$ -                |
|               | The June Gray Charitable trust      | \$ 3,000            | \$ -                |
|               |                                     | <b>\$ 25,678</b>    | <b>\$ 31,000</b>    |

**Note 4**

The Trustees took the prudent approach to write off over two years all of the investment for Pacific Finance Ltd (PFL) in receivership [ being \$19,765]. While in the current year the trust has received a payout of \$2,938 (\$1,195 last year) for this investment, it appears from current information available on PFL that the trustees prudent approach is still valid.

**Statement of Accounting Policies**

The Te Atatu Peninsula Community Trust is an incorporated charitable trust under the Charitable Trust Act 1957.

**General Accounting Policies**

These financial statements have been prepared according to the old generally accepted accounting practice, with the application of NZ Financial Reporting Standards.

The accounting principles recognised as appropriate for the measurement and reporting of the financial performance and financial position on a historical cost basis are followed by the entity.

*The notes and accounting policies form an integral part of these financial statements.*

#### Particular Accounting Policies

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



#### Fixed Assets

Fixed assets are shown at cost less accumulated depreciation when the asset is completed.

#### Depreciation

Depreciation has been calculated on a straight line basis over the estimated useful life of the assets. The rates of depreciation are shown in the depreciation schedule.

#### Debtors

Debtors have been recorded at their net realisable value.

#### Going Concern

The nature of the organisation is that it is reliant on the continued support of its members and funding bodies. The management is confident of receiving this ongoing support, and accordingly has adopted the going concern assumption, in the preparation of these financial statements.

#### Revenue Recognition

Income is recognised when invoiced, or receipted, except where income is received in advance. Income in Advance is stated as a current liability where the funds have not yet been expended, according to the authorised purpose, and those funds would be required to be repaid to the funder.

#### Income Tax Exemption

Section CW41 & 42 of the Income Tax Act 2007 exempt income tax, on an organisation registered with the Charities Commission, and applying income to its charitable purposes. The Trust has Income Tax Exemption and Charitable status through its registration with the Charities Commission on the 30th June 2008 [ CC40469 ].

#### Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with the prior year.

#### Differential Reporting

The reporting entity is a qualifying entity under the Institute of Chartered Accountants of New Zealand Differential Reporting framework. The entity qualifies under the size criteria and has taken advantage of all concessions available to it under the Differential Reporting framework.

#### GST Exclusive

The entity is registered in terms of the Goods & Services Tax Act 1985. Except for debtors & creditors, all other amounts are stated on a GST exclusive basis of accounting.

#### Capital Commitments and Contingent Liabilities

The entity has no capital commitments as at balance date. There are no contingent liabilities. Last year nil.

#### Related Party Disclosures

The trust is associated with the Te Atatu Bible Chapel. The property at 64 Waipani Road is owned by the chapel and jointly used and maintained by the chapel & trust. The trustees are not aware of any related party transactions requiring disclosure.

#### Subsequent Events Disclosures

The management committee are not aware of any events subsequent to the balance date and prior to adopting these statements that requires disclosure.

#### Consolidation

The elders of the the Te Atatu Bible Chapel can require any trustee to resign from the trust board, and thus the chapel has control and a financial benefit from the trust. These financial statements reflect the trust only and do not include the Te Atatu Bible Chapel.

*The notes and accounting policies form an integral part of these financial statements.*

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## ***Our Board***

The Te Atatu Peninsula Community Trust Board is comprised of individuals with a real heart for the local community and a desire to serve. These are high calibre and gifted people who collectively are dedicated to making a difference in the local community.

### **Ashok Magan (Chairman)**

Ashok has over 35 years of international experience working in the field of geospatial information management. He has a master of business administration from University of Auckland and has recent governance training from the Institute of Directors New Zealand. Ashok enjoys sailing competitively and also serves as secretary of the Taikata Sailing Club.

### **Nicholas Woodley (Trustee)**

Nick is a senior consultant for an environment consultancy. He holds a masters degree in resource and environmental planning and another masters degree in environmental science. Nicks passion for the environment is clearly demonstrated by his willingness to commute to work via bike and he maintains a substantial home garden and orchard.

### **Gabrielle (Gaye) Stenbridge (Trustee)**

Gaye has over 34 years experience serving as a director in a variety of NGO's and Trusts. She has trained at Massey University in social policy. Gaye served previously as director on the Kauri Trust. Gaye has a passion for community development and enjoys walking, reading and travelling.

### **Brian Spicer (Trusts Operations Manager)**

Brian has over 30 years of leadership experience serving not-for-profit organisations. Amongst his varied qualifications and learning he also holds a graduate diploma in not-for-profit management. Brian provides pastoral leadership currently at The Chapel and has previously served as chairman for Mainly Music Australia.