

Te Atatu Peninsula Community Trust

2017 Annual Report

and

2018 Strategic Plan

**He aha te mea nui o te ao
He tangata, he tangata, he tangata**

**What is the most important thing in the world?
It is people, it is people, it is people**

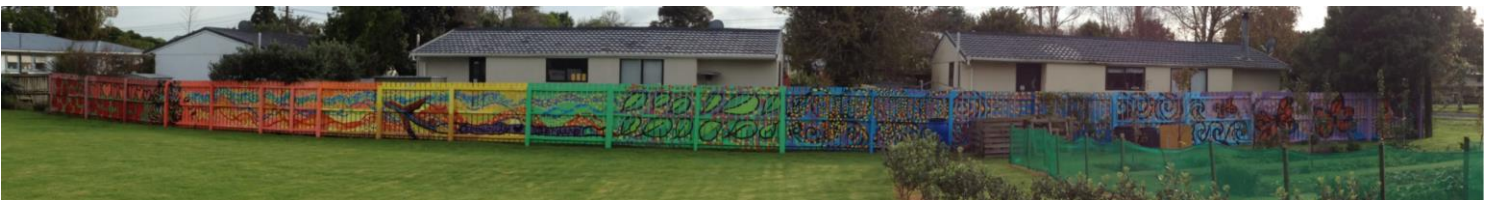


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Abbreviations Used:

CSW.....	Community Support Worker
ESOL	English for Speakers of Other Languages
KRAs	Key Result Areas
TAPCT.....	Te Atatu Peninsula Community Trust
TCN	Te Atatu Community Network
TOM	Trust Operations Manager

Front cover image:

The photo at the bottom of the front page of this report features the mural on the fence along the northern boundary of our property. It was painted by Vaimoana Miumeitolu, a friend of Monique, our Community Support Worker. Vaimoana was visiting from New York. Its symbolism honours people, past and present, from The Chapel and our community.

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Published	Author	Details
2013 and 2014	Brian Knolles – Trust Director / Chairperson	
November 2014	Brian Knolles – Trust Chairperson	Updated for 2015 FY
December 2015	TAPCT Trustees / The Chapel Elders	Updated for 2016 FY
October 2016	TAPCT Trustees / Staff / Chapel Elders	Updated for 2017 FY
November 2017	TAPCT Trustees / Staff / Chapel Elders	Reviewed and Updated

Chairman's review

I am pleased to say we have a strong board and operations team in terms of diversity, skills and experience. Brief bios have been included in the report for reference. We welcome Paul Eardley, Darryn Lohead and Mark O'Loughlin as Trustees. We will miss Nick Woodley who moved to Whakatane to undertake a most wonderful opportunity.

Facility usage is around 700 visitors per week and we continue to extend our reach into the community by attracting more partners. Our new Trust partners welcomed in 2017 are Plunket's Pasifika Beatz programme and the Baby Sensory Group.

A highlight of the year was a visit during National Volunteers Week by Prime Minister Right Honourable Bill English and the Right Honourable Alfred Ngaro. This was the 3rd time this year when representatives from the various Trust partners got to network with each other and exchange ideas on the many aspects of serving our community.

We would like to take this opportunity to thank the generous community funders who have contributed to the work of TAPCT throughout 2017:

- DIA COGS (Community Organisation Grant Scheme)
- DIA Lottery Community
- DIA Lottery Facilities
- Dragon Community Trust
- Foundation North
- Sir John Logan Campbell Residuary Estate
- The Chapel – Te Atatu
- The Trusts Community Foundation
- Z – Good in the Hood

We have also received a number of donations from individuals. We sincerely thank you for your generosity.

While work continues on a number of small property projects we are also making progress on our more ambitious goals for the future. We are building a long-term property development plan to advance us towards our greater long-term objectives identified in the strategic plan.

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

Introduction

In previous years, our Annual Report and our Strategic Plan were separate documents. The decision has now been made to bring these together into a single document. Not only will this eliminate a lot of duplication of information, it will also provide a better sense of continuity from the past into the present and then on to our future plans.

This ongoing process, of review and planning, is undertaken by the trustees and staff of the Te Atatu Peninsula Community Trust (TAPCT) in accordance with the TAPCT Trust Deed and, as required by that Deed, in consultation with the Eldership of The Chapel.

Our Past

The Te Atatu Peninsula Community Trust was established in 2006 by the Te Atatu Bible Chapel, now known simply as The Chapel. Serving the local community has been a priority for The Chapel in Te Atatu for more than 50 years. The church's first employees were a couple, paid by the members of the church to seek practical ways to respond to the needs of the local community. This practical expression of care and concern was later met through the establishment of the 'Between the Banks Trust' and is now continued by the TAPCT.

*From the
Western Leader
February 1986*

Te Atatu Bible Chapel is a Christian Community Church that believes the truths of the Bible and endeavours to express these in ways appropriate to our community.

LOVE IN OUR COMMUNITY

Jesus taught us to LOVE OUR NEIGHBOUR as ourself, especially the POOR, HELPLESS and NEEDY – Christians of Te Atatu Bible Chapel are committed to demonstrate CHRIST'S LOVE to the community of WEST AUCKLAND ***

YOUNG PEOPLE

- * 7.29 club for youth
- * Salt Company for young adults
- * Sunday School & Bible Class

FAMILIES

- * Experienced Marriage and Budget Counsellors
- * Food and financial assistance for needy families
- * 'Crash' homes sought for suddenly homeless

WORSHIP

- * Community Singing
- * Drama, dance, mime, clowns & puppets
- * Learning from God's word the Holy Bible
- * Lives Restored – People Healed –

UNEMPLOYED

Neighbourhood friendship groups operate throughout West Auckland where Christian and non-Christians meet, establish friendships and encourage one another to grow in Christian faith, and in a balanced life.

SOLOS / ELDERLY

A work scheme teaches work skills and helps unemployed youth find jobs. Lawns mowed, hedges trimmed, gardens dug, free of charge.

REHABILITATION

623 FAIRM is an extended family for "Street Kids", drug addicts, alcoholics. The 36 acre horticultural block and adjoining pig breeding units help reshape lives, teach farming skills and provide produce and funds to help the needy.

RELOCATION

As from Feb 9, our 10AM FAMILY & COMMUNITY PROGRAMME will be held at the HENDERSON CIVIC CENTRE.

Te Atatu Bible Chapel

834-6566 • office
834-5618 • Pastoral
834-6522 • 'Between the Banks' Shop

Craft and Book Shop
(inspirational) books & tapes
Lovely CRAFT work
(Centre Te Atatu Nth Shoppes)

MB This ADVERT is sponsored by local businessmen

Our Present

The TAPCT has been tasked with providing *the direction and resources which will enable the Trust, directly and through the church, to meet the social, emotional, physical, spiritual and educational needs of the people of its local community.* (Quoted from the Trust Deed.)

Over recent years, with the generous support of several grant makers, and the local community, our focus has been on upgrading and managing the church owned facilities; making these available to a variety of church and community groups, each making their own unique contribution to the wellbeing of the local community.

While there is still work to be done in developing the facilities, 2017 has seen a significant shift in focus as we look to a future in which the Trust commits to the continued identification of the changing needs of a changing community: looking for new ways to meet these needs by developing and applying its own resources as well as developing strategic partnerships with other groups with specific areas of expertise. This shift has been accompanied by a change in the language we use. Rather than referring to 'Facility Users', all those associated with the Trust are now referred to as Trust Partners to reflect the reality that it is only as we work together, each in our own areas of expertise, that we can truly begin to *meet the social, emotional, physical, spiritual and educational needs of the people of its local community*

Our Future

As we prepare for 2018, we are increasingly aware that, while there are many good and positive things to be said about life in Te Atatu, we continue to explore how we might better serve the needs of our increasingly diverse community.

In years gone by, Te Atatu Peninsula was a low socio-economic area however, as the years have passed, extensive new housing developments along the city side of the Peninsula have seen the demographics change significantly. While, in some ways this has mirrored a general shift in NZ society, on the Peninsula this has been even more evident as it has become an increasingly popular place to live. These changes will only accelerate with the rapid densification of housing in Te Atatu Peninsula which is being fuelled further with the passing of the Auckland Unitary Plan.

On the one hand, these changes have brought a fresh diversity to the Peninsula and surrounding communities however they have also resulted in a greater sense of separation and, in many cases, isolation, especially for those who populate the lower reaches of the social-economic spectrum.

This will lead to an even more diverse, and increasingly isolated, community in need of the type of services the Trust provides.

Hosting a diversity of groups and individuals within our facilities makes a significant contribution to the wellbeing of the community, however, sharing a facility does not, in and of itself, foster or create connection and community.

As we seek to meet the social, emotional, physical, spiritual and educational needs of the local community, our hope, our intention is to seek ways to close those gaps, to create opportunities for greater connection between, and participation by, all those who call this place home. When you build relational bridges between diverse communities everyone wins.

Trust Objectives

The objects of the Trust, as stated in the Trust Deed, are to provide direction and resources which will enable the church to serve its local community by seeking to meet the social, emotional, physical, spiritual and educational needs of people within that community.

Any initiative that the Trust embarks upon must align with the objectives of the Trust and with the ambitions, passions and talents of the people who make up the teams of volunteers who contribute their time and energy. The Trust is the organisational structure that provides management and governance oversight for the community focused activities that are initiated in the hearts and minds of many volunteers representing many community minded groups.

Key Result Areas

The strategic plan is structured around 8 key result areas:

- A. Personnel (Staff and Volunteers)
- B. Community Programmes
- C. Tangata Whenua
- D. New Initiatives
- E. Facilities
- F. Finance and Funding
- G. Administration and Communication
- H. Health and Safety

In the pages which follow we detail:

- Overview
- 2017 Review
- 2018 Plan

Personnel (Staff and Volunteers)

Overview

We must support, and effectively manage all staff and volunteers associated with Trust programmes. Self-care first! To this end we must continually seek to improve the recruitment, training and care of our staff and volunteers.

2017 Review

- We have yet to find a suitable candidate for the TOM role and so this continues with the Chapel pastor seconded in an interim capacity. This has limited our ability to advance certain aspects of the 2017 Strategic Plan.
- The CSW is now employed 15 hours per week, 52 weeks a year, and has received the required levels of support from funders.
- The Reception/Admin role has been functioning well, 20 hours per week, 52 weeks a year, and has received the required levels of support from funders.
- Staff hourly rates were reviewed and increased during the year.
- The previous Facilities Assistant resigned to take up a position with The Chapel and the replacement staff member is working out well.
- We have added three new trustees in 2017 (Paul, Darryn and Mark) and one has resigned after moving from the area. (Nick) We have one potential trustee in process. If the appointment proceeds we will have six active trustees.

2018 Plan

- The search will continue for a permanent part-time Trust Operations Manager.
- We will continue to seek to appoint new trustees with expertise which complements the existing team. To this end we will undertake a review of the current board of trustees and identify, and seek to fill, gaps in expertise etc. (Chair)
- Review and Upgrade our Staff Appraisal processes so as to place a greater focus on staff development. Explore the application of this process to key volunteers. (TOM / CSW)
- Review current policies and procedures and how these are communicated and monitored (TOM)

Community Programmes

Overview

We will continually assess the needs and objectives of all current community programmes. This will require regular connection and conversations with the leadership of the various Trust Partners.

We will seek to identify ways of creating greater relational connectivity between various Trust partners.

We will continually review, and seek to improve, all forms of communication to our Trust Partners and to the people of our community.

2017 Review

- In 2018 we have hosted two ‘Coffee and Cake’ evenings for those involved in leadership of the various groups. It hoped that, over time, as the leaders of the various partners get to know one another, we will see a greater level of cooperation between groups to the benefit of all.
- We were privileged, for National Volunteers week in June 2017, to host a visit from the then Prime Minister, the Rt Hon Bill English, and the Minister for the Community, the Hon Alfred Ngaro, who had requested an opportunity to honour the volunteers serving with the Trust and its partners.
- An upgraded information booklet was produced for distribution.

2018 Plan

- On 27th February 2018 will host a Coffee and Cake evening for the leadership of the various Trust Partners and this will be followed up with a dinner on 22nd September. (CSW)
- We will meet one-on-one, at least once a quarter, with the key leader/s of each Trust Partner to enhance communication and discern how we might work together better. (CSW)
- We will facilitate four major events for the wider community. This will include two ‘Block Parties’ hosted directly by the Trust as well as two events hosted in partnership with other Trust Partners: *Mother’s Day High Tea* and *Peninsula Women’s Conference*.
- The TAPCT Information Booklet will be further reviewed and upgraded. (TOM)
- We will seek to review and upgrade the TAPCT website, improving both the current content and our ability to keep the content current. It is hoped this will give opportunity for Trust Partners to promote their services and volunteering opportunities. (TOM)

Tangata Whenua:

Overview

This KRA was first added to our Strategic Plan for 2017 to flag our desire to give special attention as to how we might best discern and address the needs and aspirations of tangata whenua. We don't want to be presumptuous and say we will do something which is perhaps not needed and so we will undertake a needs analysis of tangata whenua in Te Atatu and seek to determine our best response. One option under consideration is to have a Matariki celebration (perhaps a hangi) and invite the community so as to build further connections with local Māori.

2017 Review

- While not specifically for tangata whenua, a partnership was entered into with Plunket to run a weekly Pasifika Beatz programme. The response has been very positive with a total of 70 people having attended; an average of 26 on any one week. The vast majority (approx. 97%) of these are Maori and PI.

2018 Plan

- We will continue to explore options for serving and supporting needs of tangata whenua. (CSW)
- We will explore ways in which we can provide support to the Te Atatu Marae Committee.

New Initiatives

Overview

We will continue to appraise potential new initiatives for alignment with Trust aims and objectives; creating or facilitating community ministries, within and beyond the facility, that align with our mission and help meet identified needs within the community. Current ideas under consideration include:

- Childcare
- ESOL teaching
- Youth Activities and Youth Support Services
- Advocacy

2017 Review

- A survey was undertaken, during the Te Atatu Peninsula Spring Festival, to identify perceived community needs.

2018 Plan

- **Community Needs Survey** – Process the results of the 2017 survey. Identify and evaluate possible responses. (CSM / TOM)
- **COACH** (Creating Opportunities And Casting Hope) – Explore options for the establishment of this community mentoring programme which currently operates in Australia, UK and elsewhere. (TOM / CSW / Trustees - Gaye Stembridge and Paul Eardley)
- **Parenting Hub** – Engage Rochelle Doyle (Peninsula Parenting) and Tersia Govender (The Chapel) in discussions re the feasibility of establishing a Parenting Hub: creating and hosting a variety of workshops, seminars etc aimed at supporting, encouraging and inspiring parents and families in our community. (CSW)

Facilities

Overview

The recent revaluation of Auckland properties has, once again, highlighted the need for us to steward, and further develop, these facilities to maximise the benefit they offer to The Chapel and to the wider community we serve. While there are a number of projects in the pipeline to further upgrade the current facilities, we are reaching capacity in terms of the physical building space available. Appendix A sets out the list of current users of the facilities. If the Trust is to continue to be a provider of community services and facilities, there are necessary changes required to meet the changing and increasing needs of the local community.

Specifically, there are significant limitations to the current childcare facilities. Also in need of upgrading are the youth facilities and storage spaces. Current dysfunctional spaces need to be upgraded to provide safe functional facilities that match the needs of the evolving demographic anticipated under the Auckland Unitary plan.

2017 Review

Projects Advanced/Complete:

- Long-time roof leaks have been successfully addressed
- Old acoustic panels, which we no longer functional, have been removed and work continues on refinishing and repainting the auditorium interior.
- Roller door fitted to severy to make it easier for the kitchen and hall to be used con-currently without disruption.

Projects Initiated:

We will continue to manage, maintain and upgrade the facilities. We will create a process, and draw together a team, to develop a long-term (20 year) property development strategy to ensure the real value of our property is stewarded well and short-term initiatives do not negatively impact on long-term plans. In fact, as often as possible, they should lay a foundation for and build towards the longer-term plan.

2018 Plan

- Advance and complete the following projects as funds allow
 - Replace existing wall between to auditorium and hall with a moveable wall
 - Replace existing fluorescent lighting with robust LED fittings to reduce both operational and maintenance costs
 - Replace carpet throughout the building
 - Repaint exterior of auditorium
- Prepare, cost and progressively advance a 5 year plan including:
 - Re-energising exterior – a team is being brought together, and ideas tabled, for an exterior upgrade which will improve the look and feel of the building.
 - Carpark – reform and expand existing carparking area (TOM and Trustees - Darryn Lohead and Mark O’Loughlin)

- Upgrade toilet and office area (TOM and Trustees - Darryn Lohead and Mark O'Loughlin)
- Upgrade and/or replace outlying buildings, including youth and childcare facilities, to make them more serviceable and available for broader community use (TOM and Trustees - Darryn Lohead and Mark O'Loughlin)
- Bring together a team to produce a 20-year property development plan to ensure future short-term development aligns with the long-term development needs. (TOM) This plan shall be prepared having consideration for the following:
 - Reference to the Auckland Unitary Plan – anticipating a change in demographic. A potential doubling of the current Peninsula population. The type of housing will change to higher density housing.
 - There is likely to be an increase in the number of young families. Already, "Couples with children comprise 46 per cent of the population, higher than the national average of 41 per cent." NZ Herald 1 Dec 17.
 - There will be a greater demand for open spaces. We need a strategy that protects our open space and maximises it for the use of the entire community.
 - Research proves that early childhood education results in more stable families and individuals and is an overall cost effective strategy for effective communities.
 - Our older population is not well catered for on the Peninsula. The percentage of senior residents will increase. They will likely be a fitter and healthier population. They may be wealthier than the current population and therefore more able to enter supported senior citizen accommodation.

Finance and Funding

Overview

We will continue to manage the funding available to the Trust so as to optimize their impact. We will explore options for funding of proposed developments in terms of programme and facilities. We will explore ways in which we can reduce our dependence on grants and create more sustainable funding streams.

2017 Review

- Thanks to an improved fundraising strategy, and a very positive response from our funders, grant income in 2017 was \$115,249 compared to \$13,000 in 2016.
- Employment of a Receptionist/Administrator by the Trust has significantly improved our ability to deliver quality financial and operational support to our Trust Partners.

2018 Plan

- Explore and develop options for the creation of a sustainable funding stream to reduce long-term reliance on grants. TOM

Administration and Communication

Overview

We will maintain a strong focus on providing the necessary support systems to allow the Trust to continue to increase its impact without sacrificing efficiency.

2017 Review

- Hobsonville Community Trust, a Trust partner to which we provide accounting support, has now been set-up on Xero to align with the rest of our accounting processes.
- We have successfully filed our first annual return with Charities Services under the updated reporting requirement.

2018 Plan

- Develop and implement a regular calendar of meetings to ensure that all critical elements of Trust operations are addressed at least once a year. (TOM)
- Seek funding to contract a suitably qualified person to update and maintain our website. (TOM)
- Implement a process to ensure timely acknowledgment of donations. (TOM)
- Continue to promote a quarterly meeting with the Chapel Elders. (Chair)
- Review and update current policies and procedures.

Health and Safety

Overview

We will continue to pursue a culture of awareness of the need for good practices in ensuring a safe and healthy environment is maintained, not just because of the legal requirement but first and foremost because our people, (staff, volunteers and our community) are our priority.

2017 Report

- Matters of concern regarding Health and Safety are reviewed at each meeting of the Trust. There were no urgent matters. A number of significant non-urgent matters were addressed and less important matters were added to the maintenance schedule.

2018 Plan

- Maintain an 'Incident Log' on Trust premises in which to record all incidents relating to health and safety issues. Review the 'Incident Log' at every Trust meeting and take appropriate actions. (Trustees)
- Regularly inspect the environment and identify hazards and risks. Carry out an annual 'walk around' of the premises to identify and document hazards and potential hazards. (Trustees)
- Review and update current H&S policies and processes.

Appendix A: Draft Calendar of Key Events in 2018

	January	February	March	April	May	June	July	August	September	October	November	December
Block Parties			10th							27th		
Christmas												25th
Community Café		13th	20th	10th	8th	12th	3rd	to be confirmed				
Easter				30th - 1st								
Matariki						30th - 22nd						
Mother's Day High Tea					12th							
Peninsula Women's Conference								10th - 11th				
Trust Partner Gatherings		27th Coffee/Cake							22nd Dinner			

Appendix B: Community Partners

The Trust Partners fall into one of three groups:

- **Chapel Programmes** are Chapel initiated, community facing, programmes operating under the covering of the Trust but resourced, coordinated and delivered by teams of volunteers associated with The Chapel.
- **Trust Programmes** are initiated and operated by the Trust to meet observable community needs
- **Community Programmes**, some of which have approached us and some of whom have been approached by us to help us meet needs that we have identified but for which we lack the necessary resources or expertise.

We support these Partners in a number of ways including the provision of gathering space, accounting support etc.

Baby Sensory Group - a programme offering a complete approach to learning and development from birth to 13 months; designed to stimulate, educate and provide precious memories during the all-important first year of life.

Bellyful West Auckland – “At Bellyful, we know how hard those first few months with a new-born can be – and that’s before adding other children or career demands to the mix! Bellyful volunteers deliver meals to families with new-born babies and families, with young children, who are struggling with illness. Particularly those lacking a good support network.” The team from Bellyful West Auckland do cook-a-thons once a month in our commercial quality kitchen and store their meals in a freezer on site.

Birthdays, Funerals, Weddings, Piano Recitals and a variety of other one-off events.

Brickworks Drama – “Brickworks Drama is a performing arts school based in Te Atatu Peninsula, Auckland offering classes and workshops to children and young adults. At Brickworks Drama we believe each student has a unique voice and powerful imagination.”

CARE Waitakere – A counselling and budgeting centre, operating from their own building which is located on land leased, for a nominal fee, from us. They also operate occasional cooking classes using our kitchen.

Chapel Church Service – Every Sunday at 10 am with age appropriate gatherings for children of Preschool, Primary and Intermediate age.

Communicare – “Established in 1959, Communicare is a not for profit association, serving the elderly, lonely and disabled within the Auckland Community for over 55 years.” Their Thursday morning Friendship Centre, offering a range of activities as well as good fellowship and food, is one of 21 operating across Auckland and has been at home at The Chapel for over 20 years.

Community Cafe – A monthly café providing opportunity to gather and connect over lunch with others from our community. All proceeds go back into our community kitchen, providing food for local hospice families and volunteers and for our kids in schools without lunches.

Community Garden - Community Gardens are popping up all over Auckland and they are bringing communities together. Gardening can be fun, therapeutic, cheap and a social way to grow your own vegetables and other produce if you don't have room at home. It is also an opportunity to teach and help those across the community including support for the local food bank.

Great South Dance Academy – specialising in the Royal Academy of Dance (RAD) Classical Ballet syllabus and exams, also offering classes and exams in NZAMD Jazz, Hip Hop, Contemporary, Stretch & Strengthening and Performance Work.

ICONZ Boys – ICONZ is an action, adventure, activity and values-based programme for kiwi men and kiwi boys. It is faith, blood, mud, fire, water, speed, smash and build. Our boys enjoy a wide range of action, fun, games, life skills, leadership and competition” Every Wednesday evening during the school terms the boys come to Te Atatu ICONZ; developing personal and leadership potential through a holistic fun and challenging program.

ICONZ4Girlz – A fun and action-packed life development programmes for Kiwi girls aged five to seventeen. An opportunity to enjoy those high activity pursuits so loved by the boys as well as the chance to have a go at some of the stuff that requires great hand/eye co-ordination that girls are so often good at... plus everything in-between.” Every Thursday after school the girls, plus the volunteer helpers, gather to have fun, make new friends, build confidence in themselves and learn new skills.

mainly music – “A fun music group for parents or primary care givers to enjoy together with their young child. Throughout the session, children develop gross and fine motor skills, language, imagination, mathematical and pre-reading skills as well as socialise with others.”

Michelle Pepper craft group – uses the hall monthly on a Tuesday evening

Mothers Helpers – Providing support and care to mothers who are struggling; experiencing, or at risk of, Post-Natal Depression. Mums who have gone through their programme have lower scores of depression.

Pasifika Beatz - gives families the opportunity to stay in touch with their Pacific identity and culture through music, stories, play and dance. While the children play, their families have the opportunity to have a hot drink, share stories, laughter and experiences with other families.

Peninsula Parenting - Peninsula Parenting is a non-profit group, within Te Atatu Peninsula, whose mission is to 'Empower Parents & Caregivers'. They: provide community events with parenting speakers, facilitate The Parenting Place Toolbox parenting group workshops, network with other local supporting organizations and make free parenting resources and information available

Tat Youth – Intermediate and High School aged youth gather each Friday night to play games, socialise, eat together and head off on activities and challenges.

Te Atatu Peninsula Floral group – meets monthly on a Tuesday evening

Te Atatu Toy Library – offering a range of quality toys, puzzles, games and learning activities for members to hire for a set time. They can be found at The Chapel every Tuesday and Friday. They operate throughout the year except Christmas.

Thai Lao Christian Fellowship – A church gathering every Sunday afternoon and finishing over an early evening meal. Their music team practices at The Chapel every Saturday afternoon.

Appendix C: 2017 Facility Usage

Below is a list of our Partners, along with a record of their participation levels in 2017.

Organisation	Days / week	Hours / week	Weeks / Year	Av Attend	Total Attend	% Maori/PI	% Asian	% Other
Baby Sensory Group	1	5	40	60	180			
Bellyful West Auckland	1	4	9	6	12	10		90
Brickworks Drama (Term)	1	2	40	60	65	4	4	92
Brickworks Drama (Holiday)	5	30	3	80	133	4	4	92
Communicare	1	4	40	36	48	5	5	90
Community Café	1	6	10	40		20	10	70
Community Events	1	8	4	175		20	10	70
Community Garden	1	4	30	5	5	20		80
Great South Dance Academy	1	5	40					
ICONZ Boys	1	3	40	17	19	20	10	70
ICONZ4Girlz	1	3	32	14	16	10	10	80
mainly music	1	3	40	60	135	2	20	78
Michelle Pepper Craft Group	1	2	10	6	10			100
Mothers Helpers								
Pasifika Beatz	1	3	40	26	70	97	3	
Tat Youth	3	12	48	40	50	5	5	90
Te Atatu Peninsula Floral Group	1	3	10	30	50	5		95
Te Atatu Toy Library (families)	2	11	46	75	150	10	20	70

Church Congregations	Days / week	Hours / week	Weeks / Year	Av Attend	Total Attend	% Maori/PI	% Asian	% Other
Thai Lao Fellowship	2	6	48	62	200+		90	10
The Chapel	1	5	52	100	190	13	9	78

NB: For most groups, numbers are close approximations and are correct at time of publication.

Appendix D - Financials

Performance Report including Audited Accounts for 2016

Te Atatu Peninsula Community Trust

Performance Report

For the year ended 31 December 2016

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Te Atatu Peninsula Community Trust

Entity Information

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

For the year ended
31 December 2016

Legal Name of Entity:*	Te Atatu Peninsula Community Trust
Other Name of Entity (if any):	
Type of Entity and Legal Basis (if any):*	Incorporated Society and Registered Charity
Registration Number:	CC40469
Entity's Purpose or Mission: *	
The Trust is established to provide leadership, direction and resources to help enable Te Atatu Bible Chapel to serve its local community by seeking to meet the social, emotional, physical, spiritual and educational needs of the people in its local community.	
Entity Structure: *	
Trust Structure: Our Trust Deed states that we must have between four and seven Trustees who are appointed by the Elders of Te Atatu Bible Chapel. During 2016 we have had four Trustees including a Chair, Treasurer and two Trustees. Our Treasurer has resigned, so we are currently looking to appoint a new Trustee and/or Treasurer. Operational Structure: Our operations are managed by a team of people in paid and voluntary positions. In 2016 we employed a Community Support Worker and Cleaner. An Interim Trust Operations Manager was seconded from Te Atatu Bible Chapel and we have a number of volunteers involved with various programmes.	
Main Sources of the Entity's Cash and Resources:*	
We received income from a mixture of donations, grants, fees and facility hireage.	
Main Methods Used by the Entity to Raise Funds:*	
Some of the programmes that are run through the Trust request a small fee/donation to be paid to help cover expenses. We also apply to various Trusts for funding to cover general operating expenses. We are exploring options for expanding our current base of individual and corporate donors.	
Entity's Reliance on Volunteers and Donated Goods or Services: *	
Volunteers run the majority of our programmes - ICONZ, Mainly Music, ICONZ4 girlz, Mainly Mums etc.	
Additional Information:*	
Contact details	
Physical Address:	75-79 Beach Road, Te Atatu Peninsula, Auckland
Postal Address:	P O Box 45 004, Te Atatu Peninsula
Phone/Fax:	09 834 6906
Email/Website:	peninsulacommunitytrust.co.nz

Te Atatu Peninsula Community Trust

Statement of Service Performance

"What did we do?", When did we do it?"

For the year ended
31 December 2016

Description of the Entity's Outcomes*:

To continue to provide and develop the quality of facilities and range of services available to our local community so that we more effectively meet the social, emotional, physical, spiritual and educational needs of the people within our community.

Description and Quantification (to the extent practicable) of the Entity's Outputs*:

	This Year	This Year	Last Year
<p>Community Programmes. We have 16 different groups who utilise the facilities and services of the Trust on a regular basis with approximately 600 people passing through the building every week. Two of these groups were new in 2016.</p> <ul style="list-style-type: none"> - Mainly Music - Mainly Mums - ICONZ for boys - ICONZ4 girls - Community Garden - Communicare - Toy Library - KMS Dance School - Te Atatu Floral and Garden Circle - Mothers Helpers - Bellyful - Peninsula Women's Craft Group - The Chapel - Thai Lao Fellowship - Hobsonville Community Trust - Peninsula Parenting - DaySpring (new) - Brickworks Drama School (new) 	18		16
<p>Facilities. Continue to maintain and upgrade the facilities - after a number of years of significant upgrades, most of this year's work was of a minor maintenance or health and safety nature. A fire safety compliance refit was completed in late 2015/early 2016.</p>			
<p>Health and Safety. Continue to profile the importance of Health and Safety related issues - as well as addressing a number of minor issues effort was made to ensure that all Staff and Governance meetings took time to note such matters and ensure a course of action.</p>			
<p>Personnel. To support and effectively manage all staff and volunteers and to assess the need for further staff - an Interim Trust Operations Manager was seconded from Te Atatu Bible Chapel in mid 2016 in part to define this role ahead of appointment of a paid Trust Operations Manager hopefully in 2017.</p>			
<p>Finance and Funding. To strategically develop and manage the funding available for the provision of the above objectives - we were able to meet our expenses for the year and identified the need to contract external assistance in both the generation and management of finances for 2017.</p>			
<p>Administration and Communication. To maintain robust administration and communication systems for all Trust activities - this is ongoing.</p>			

Additional Information:

With a change of trustees during the year and the secondment of the Interim Trust Operations Manager there was a major review in terms of our priorities for 2017 and beyond. Two key areas that have been flagged for 2017 include discussions re long term development of the property and an ongoing discussion around how we might best respond to the opportunities that may exist for the Trust to better serve Tangata Whenua and various ethnic minorities.

Statement of Cash Flows

Te Atatu Peninsula Community Trust
For the year ended 31 December 2016

<u>Account</u>	<u>2016</u>
Cash Flows from Operating Activities	
Receipts from customers	60,603
Payments to suppliers and employees	-79,612
Cash receipts from other operating activities	12,265
Total Cash Flows from Operating Activities	-6,744
Payments to acquire fixed assets	
Total Cash Flows from Investing Activities	-1,199
Net Cash Flows	-7,943
Cash Balances	
Cash and cash equivalents at beginning of period	46,755
Cash and cash equivalents at end of period	38,812
Net change in cash for period	-7,943

INTEGRITYAUDIT

The accounting policies and notes are integral to this performance report.

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Te Atatu Peninsula Community Trust

Statement of Financial Performance

For the year ended 31 December 2016

<u>NOTES</u>	This Year	Last Year
<u>INCOME</u>		
Community Programs	8,492	18,931
Donations	19,250	19,783
Facility Usage	14,807	14,055
Note 2 Grants - Facility Upgrade	-	67,000
Note 3 Grants - Facility Operational	13,000	25,678
Other Income	1,283	3,859
Total Income	<u>56,833</u>	<u>149,306</u>
<u>EXPENDITURE</u>		
Administration	13,254	15,216
Community Programs	6,157	12,134
Facility	23,307	24,235
Facility Upgrade	12,007	1,443
Staffing	17,040	14,720
Total Expenditure	<u>71,766</u>	<u>67,747</u>
Operating Net Surplus (-Deficit) before depreciation	<u>(-\$14,933)</u>	<u>\$ 81,559</u>
Depreciation	<u>\$ 132</u>	<u></u>
Operating Net Surplus (-Deficit) after depreciation	<u>(-\$15,065)</u>	<u>\$ 81,559</u>

INTEGRITY/AUDIT

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

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Te Atatu Peninsula Community Trust

Statement of Movements in Equity Funds

For the year ended 31 December 2016

<u>Accumulated Funds</u>	This Year	Last Year
<u>General Funds</u> Opening Balance	\$ 470,642	\$ 396,748
Operating Net Surplus (-Deficit) after depreciation	(-\$15,065)	\$ 81,559
Closing Balance	\$ 455,577	\$ 478,307
prior year GST adjustment	\$ 0	(-\$7,665)
Closing Balance	\$ 0	(-\$7,665)
Total Accumulated Member / Trust Funds	\$ 455,577	\$ 470,642

Te Atatu Peninsula Community Trust

Statement of Financial Position

As at the 31 December 2016

<u>ACCUMULATED FUNDS</u>	This Year	Last Year
Total Accumulated Member / Trust Funds	\$ 455,577	\$ 470,642

This is represented by :-

CURRENT ASSETS

Girls ICONZ	648	683
General Cheque	33,891	40,866
ICONZ Te Atatu	1,990	577
Mainly Mums Te Atatu	33	357
Mainly Music Te Atatu	216	239
Peninsula Parenting	1,154	2,440
Peninsula Womens Te Atatu	1,185	1,185
Specified Operational Grants	1	408
GST Refundable	467	8,657
Total Current Assets	39,585	55,412

CURRENT LIABILITIES

TAPCT Visa	306	-
Total Current Liabilities	306	-

Working Capital 39,279 55,412

NON CURRENT ASSETS

Note 1 As per Schedule	416,297	415,230
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Total Net Assets **\$ 455,577** **\$ 470,642**

Chairperson


Dated 6/6/17

Treasurer


Dated 6/6/17

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

INTEGRITY
AUDIT

Te Atatu Peninsula Community Trust

Notes to the Accounts & Accounting Policies

For the year ended 31 December 2016

This year

Note 1	Depn	Depreciation Schedule	Opening	Additions /	Deprec.	Closing
Cost	Rate	Categories	Book Value	(Disposals)		Book Value
\$ 415,230	0.0%	Building Improvements - WIP	\$ 415,230		\$ -	\$ 415,230
\$ 1,199	33/%	Computer	\$ -	\$ 1,199	\$ 132	\$ 1,067
\$ 416,429		Total	\$ 415,230	\$ 1,199	\$ 132	\$ 416,297

Last year

\$ 415,230	0.0%	Building Improvements - WIP	\$ 342,218	\$ 73,012	\$ -	\$ 415,230
\$ 415,230			\$ 342,218	\$ 73,012	\$ -	\$ 415,230

This Year

Last Year

Note 2

Funding Project

SIR JOHN LOGAN CAMPB		\$ 6,000
The Chapel		\$ 25,000
Auckland Council		\$ 3,000
Dragon Community Trust		\$ 3,000
Trust Community Foundation		\$ 30,000
	<u>\$ -</u>	<u>\$ 67,000</u>

Note 3

Grants from Charitable Trusts

Lottery Community (Auckland)	\$ 10,000	\$ 10,000
Auckland Council Local Board		\$ 2,178
Auckland Community Fdn - Grassroots		\$ 7,500
DIA Charities - COGS grant	\$ 3,000	\$ 3,000
The June Gray Charitable trust		\$ 3,000
Total	<u>\$ 13,000</u>	<u>\$ 25,678</u>

INTEGRITY/AUDIT

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

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Statement of Accounting Policies

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

Te Atatu Peninsula Community Trust

Notes to the Accounts & Accounting Policies CONTINUED

For the year ended 31 December 2016

General Accounting Policies

Te Atatu Peninsula 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 assumption that the entity will continue to operate in the foreseeable future.

Particular Accounting Policies

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

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Fixed Assets

Fixed assets are recorded at cost less accumulated depreciation.

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

The governance have transitioned the organisation to comply with financial reporting under the PBE-SFR-A(NFP) standards. The transition had minimal impact on the accounting policies from the previous year under the old generally accepted accounting practice of NZ Financial Reporting Standards & Statements of Standard Accounting Practice.

INTEGRITYAUDIT

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

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Te Atatu Peninsula Community Trust

Notes to the Accounts & Accounting Policies CONTINUED

For the year ended 31 December 2016

GST Exclusive

The entity is registered in terms of the Goods & Services Tax Act 1985. These statements have been prepared on a GST Exclusive basis of accounting, and the Statement of Financial Position reflects any GST owing or due at balance date.

Capital Commitments and Contingent Liabilities

The entity has no material Capital commitments or Contingent liabilities as at balance date. [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.

INTEGRITY/AUDIT

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

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INDEPENDENT AUDITOR'S REPORT

To members of the TE ATATU PENINSULA COMMUNITY TRUST

Report on the Financial Statements

Qualified Opinion

We have audited the financial statements contained in the performance report of TE ATATU PENINSULA COMMUNITY TRUST on pages 4 to 9 which comprise the statement of financial position as at 31 December 2016, the statement of financial performance and statement of cash flows for the year ended, the statement of accounting policies and other explanatory information.

In our opinion, except for the matters outlined in the basis for a qualified opinion, the financial statements on page 4 to 9 present fairly the financial position of TE ATATU PENINSULA COMMUNITY TRUST as at 31 December 2016 and its financial performance and cash flows for the year ended on that date in accordance with the requirements of Public Benefit Entity Simple Format Reporting – Accrual [PBE-SFR-A] (Not-For-Profit) [NFP] issued in New Zealand (NZ) by the NZ Accounting Standards Board relevant to reporting financial position, financial performance and cash flows.

Basis for Qualified Opinion

We obtained sufficient and appropriate audit evidence on which to base our opinion, except that our audit work has been limited in the -

- verifying of the completeness of recording for cash sources of income such as community programs of \$8,492, donations of \$19,250, facility usage of \$14,807, and other income of \$1,283.

Other than in our capacity as auditor we have no other relationship with, or interests in, TE ATATU PENINSULA COMMUNITY TRUST.

We conducted our audit in accordance with International Standards on Auditing (NZ ISAs). Our responsibilities under those standards are further described below in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organisation in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the NZ Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

Restriction on responsibility

This report is made solely to the members, as a body, in accordance with section 42F of the Charities Act 2005, and the entity's constitutional requirements. 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.

Other Information

The governance board is responsible for the other information being the entity information and statement of service performance. Assurances on the other information, if required, are engaged under a separate assurance engagement.

Our audit opinion on the financial statements does not cover the any assurance on the other information.

Governance Board Responsibility for the Financial Statements

The governance board is responsible for determining that the PBE-SFR-A NFP framework is acceptable in the entity's circumstances, for the preparation of financial statements, and for such internal control as the governance board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the governance board is responsible 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.

Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional skepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial statements, 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.
- conclude on the appropriateness of the use of the going concern basis of accounting by the board. Based on the audit evidence obtained, no material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report, and no assurances are provided for any future events or conditions that may cause the entity to cease to continue as a going concern.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by governance.

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.



Integrity Audit

Chartered Accountants
East Tamaki, Auckland
7 June 2017

Preliminary Financials as at 31 December 2017

Profit & Loss Te Atatu Peninsula Community Trust For the 12 months ended 31 December 2017

	Dec-17	Dec-16
Income		
Community Programs		
ICONZ Income	\$2,670.51	\$3,455.43
ICONZ4 girlz Income	\$1,968.00	\$2,317.39
Mainly Mums Income	\$402.96	\$161.90
Mainly Music Income	\$2,623.80	\$2,557.50
Peninsula Women Income	\$695.68	\$0.00
Total Community Programs	\$8,360.95	\$8,492.22
Donations		
Donations - Other	\$1,755.00	\$5,250.00
Donations - The Chapel	\$13,999.92	\$13,999.92
Total Donations	\$15,754.92	\$19,249.92
Facility Usage		
Facility Hire Income	\$17,084.15	\$14,807.42
Total Facility Usage	\$17,084.15	\$14,807.42
Grants		
Grants - Facility Operational	\$26,236.00	\$3,000.00
Grants - Facility Upgrade	\$29,013.00	\$0.00
Grants - Salary (Admin/Reception - from The Chapel)	\$8,250.00	\$0.00
Grants - Salary (Admin/Reception)	\$10,000.00	\$0.00
Grants - Salary (Community Worker)	\$50,000.00	\$10,000.00
Total Grants	\$123,499.00	\$13,000.00
Other Income		
Other Income - General	\$3,224.28	\$1,200.64
Interest Income	\$16.44	\$0.00
Other Income - Photocopying	\$143.13	\$82.31
Total Other Income	\$3,383.85	\$1,282.95
Total Income	\$168,082.87	\$56,832.51

Less Operating Expenses**Administration**

Admin - Bank Fees	\$41.08	\$65.04
Admin - Charities Registration	\$44.44	\$44.44
Admin - Consumables	\$3,616.62	\$2,182.91
Admin - Interest Expenses	\$0.00	\$0.02
Admin - Miscellaneous Expenses	\$2,758.80	\$2,786.94
Admin - Photocopier Rental	\$4,281.76	\$3,795.25
Admin - Postage and Stationery	\$194.18	\$13.39
Admin - Professional Services	\$8,344.22	\$2,391.78
Admin - Telephones and Mobiles	\$1,788.58	\$1,740.48
Admin - Xero Fees	\$464.93	\$233.60
Total Administration	\$21,534.61	\$13,253.85

Community Programs

Community Events Expenses - Other	\$2,938.39	\$0.00
Community Garden Expenses	\$0.00	\$69.04
ICONZ Expenses	\$4,480.01	\$1,862.10
ICONZ4 girlz Expenses	\$2,528.18	\$2,118.75
Mainly Mums Expenses	\$401.88	\$631.27
Mainly Music Expenses	\$1,775.96	\$2,437.04
Peninsula Parenting Expenses	\$0.00	\$1,157.65
Peninsula Womens Expenses	\$525.13	\$0.00
Total Community Programs	\$12,649.55	\$8,275.85

Facility

Facility - Cleaning/Waste	\$1,035.19	\$1,692.22
Facility - Electricity/Gas	\$4,448.51	\$3,714.76
Facility - Insurance	\$6,764.96	\$7,597.21
Facility - Lawns & Property	\$2,535.16	\$2,672.62
Facility - Maintenance	\$5,872.64	\$4,821.35
Facility - Rates	\$2,532.78	\$1,889.73
Facility - Water Rates	\$1,019.44	\$919.51
Total Facility	\$24,208.68	\$23,307.40

Facility Upgrade

Building Project Expenses	\$0.00	\$9,888.70
Total Facility Upgrade	\$0.00	\$9,888.70

Staffing

Kiwisaver/Student Loan	\$766.56	\$0.00
Staff Training	\$52.17	\$0.00
Salaries	\$44,330.47	\$17,040.25
Total Staffing	\$45,149.20	\$17,040.25

Total Operating Expenses	\$103,542.04	\$71,766.05
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Net Profit	\$64,540.83	-\$14,933.54
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Balance Sheet
Te Atatu Peninsula Community Trust
As at 31 December 2017

	31 Dec 2017	31 Dec 2016
Assets		
Bank		
General Cheque	\$56,081.58	\$33,891.24
ICONZ Te Atatu	\$67.34	\$1,990.40
ICONZ4 girlz	\$0.08	\$647.98
Mainly Mums Te Atatu	\$2.11	\$33.48
Mainly Music Te Atatu	\$987.29	\$215.54
Peninsula Parenting	\$1,153.77	\$1,153.77
Peninsula Womens Te Atatu	\$1,416.33	\$1,184.98
Specified Operational Grants	\$0.98	\$0.98
Term Investment - 4 months	\$10,000.00	\$0.00
Term Investment - 5 months	\$10,000.00	\$0.00
Term Investment - 6 months	\$20,000.00	\$0.00
Total Bank	\$99,709.48	\$39,118.37
Fixed Assets		
Building	\$2,313.00	\$0.00
Building WIP	\$415,229.94	\$415,229.94
Computer Equipment	\$1,199.36	\$1,199.36
Furniture & Fixtures	\$4,150.44	\$0.00
Office Equipment	\$1,855.65	\$0.00
Total Fixed Assets	\$424,748.39	\$416,429.30
Total Assets	\$524,457.87	\$455,547.67
Liabilities		
Current Liabilities		
GST	\$3,367.02	-\$466.93
TAPCT Visa	\$841.38	\$305.96
Total Current Liabilities	\$4,208.40	-\$160.97
Total Liabilities	\$4,208.40	-\$160.97
Net Assets	\$520,249.47	\$455,708.64
Equity		
Current Year Earnings	\$64,540.83	-\$14,933.54
Retained Earnings	\$455,708.64	\$470,642.18
Total Equity	\$520,249.47	\$455,708.64
Tagged Funds	\$71,832.92	
Untagged Funds	\$27,876.56	
Total	\$99,709.48	

2018 Budget

Te Atatu Peninsula Community Trust 2018 Budget

	2018	2017
Income		
Community Programs		
Community Café (Mainly Mums)	\$1,000.00	
Community Events	\$1,000.00	
ICONZ Income	\$2,400.00	\$3,000.00
ICONZ 4Girlz	\$2,000.00	\$2,400.00
Mainly Music Income	\$3,000.00	\$3,000.00
Peninsula Women Income	\$700.00	
Total Community Programs	\$10,100.00	\$8,400.00
Donations		
Donations - Other	\$2,400.00	\$1,000.00
Donations - The Chapel	\$14,000.00	\$14,000.00
Total Donations	\$16,400.00	\$15,000.00
Facility Usage		
Facility Hire Income	\$18,000.00	\$15,000.00
Total Facility Usage	\$18,000.00	\$15,000.00
Grants		
Grants - Facility Operational	\$20,000.00	\$16,000.00
Grants - Facility Upgrade		
Grants - Salary (Admin/Reception - from The Chapel)	\$9,000.00	\$9,000.00
Grants - Salary (Admin/Reception)	\$10,000.00	\$13,880.00
Grants - Salary (Community Worker)		\$16,000.00
Grants - Salaries	\$60,000.00	
Total Grants	\$99,000.00	\$54,880.00
Other Income		
Other Income - General		
Other Income - Photocopying	\$100.00	\$40.00
Total Other Income	\$100.00	\$40.00
Total Income	\$143,600.00	\$93,320.00

Less Operating Expenses**Community Programs**

Community Café	\$1,000.00	
Community Events Expenses - Other	\$5,000.00	
ICONZ Expenses	\$2,400.00	\$3,000.00
ICONZ 4Girلز	\$2,000.00	\$2,400.00
Mainly Music Expenses	\$1,500.00	\$3,000.00
Peninsula Womens Expenses	\$600.00	
Total Community Programs	\$12,500.00	\$8,400.00

Administration

Admin - Bank Fees	\$50.00	\$50.00
Admin - Charities Registration	\$50.00	\$50.00
Admin - Consumables	\$4,000.00	\$2,000.00
Admin - Miscellaneous Expenses	\$2,600.00	\$2,000.00
Admin - Photocopier Rental	\$4,400.00	\$3,600.00
Admin - Postage and Stationery	\$300.00	\$400.00
Admin - Professional Services	\$9,000.00	\$3,000.00
Admin - Telephones and Mobiles	\$2,000.00	\$1,400.00
Admin - Xero Fees	\$500.00	\$260.00
Total Administration	\$22,900.00	\$12,760.00

Facility

Facility - Cleaning/Waste	\$750.00	\$1,500.00
Facility - Electricity/Gas	\$4,400.00	\$4,200.00
Facility - Insurance	\$7,000.00	\$6,000.00
Facility - Lawns & Property	\$2,500.00	\$3,000.00
Facility - Maintenance	\$6,000.00	\$6,000.00
Facility - Rates	\$2,600.00	\$1,800.00
Facility - Water Rates	\$1,200.00	\$1,200.00
Total Facility	\$24,450.00	\$23,700.00

Facility Upgrade

Building Project Expenses		
Total Facility Upgrade	\$0.00	\$0.00

Staffing

Kiwisaver/Student Loan	\$700.00	
Staff Training	\$2,000.00	\$500.00
Salaries	\$69,966.00	\$44,480.00
Total Staffing	\$72,666.00	\$44,980.00

Total Operating Expenses	\$132,516.00	\$89,840.00
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Net Profit	\$11,084.00	\$3,480.00
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Appendix E - Our Board and Staff

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.

Our Board

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 Commodore of the Taikata Sailing Club.

Gabrielle (Gaye) Stembridge (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.

Paul Eardley (Trustee)

Paul is a qualified adult education teacher originally from the United Kingdom. Paul developed strong project management and leadership skills by serving in management roles at hotels, prisons and community support organisations. Paul loves riding and restoring collector type motorcycles.

Mark O'Loughlin (Trustee)

Mark has had eleven different vocations in his life thus far and is a versatile home handyman. For the past 20 years he developed his own small transport business in Auckland. Mark is a grateful Dad of two beautiful daughters and spends his time with them and friends enjoying the beauty of New Zealand in his favourite car.

Darryn Lohead (Trustee)

Darryn trained as a graphic designer and worked for marketing agencies in New Zealand and internationally. Darryn developed his own business since returning from London 15 years ago. Darryn has a passion for the community and served as Chairman of the New Zealand Christian Football Association for over ten years. Darryn enjoys the outdoors especially playing football and fishing from his kayak.

Our Staff

Monique Kauie (Community Support Worker)

Monique is our Community Support Worker who actively connects with our Community Partners. Monique has a background working in event management and staging and has a real passion encouraging and coordinating people in our community to use their gifts and talents to help meet the needs of others.

Hannah Bain (Admin/Reception)

Hannah's background is working as a Legal Executive in property law. For fun she likes to be creative with craft/hand work and spends time playing games with her family (while dreaming of overseas travel).

Theresa Williams (Facilities Assistant)

Teresa is the newest member of the staff team. In addition to keeping The Chapel spick and span, Teresa studies part-time and is a busy mother to two beautiful girls.

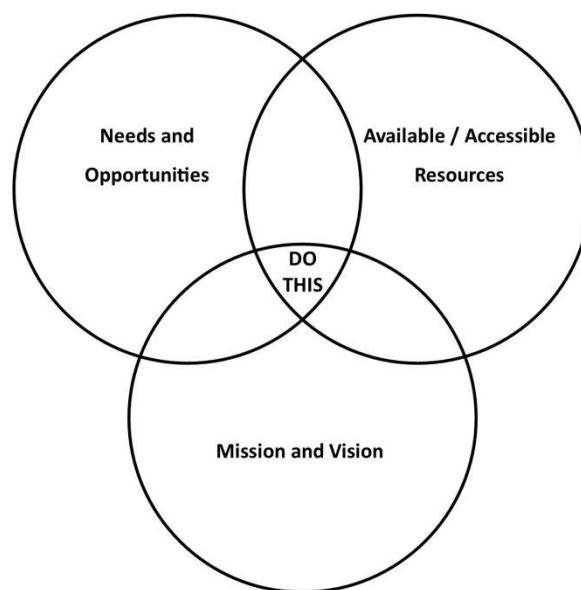
Brian Spicer (Interim Trust Operations Manager)

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.

Appendix F: Evaluating Existing and New Projects / Initiatives

Existing programmes and processes, and proposed new projects and initiatives, need to be evaluated having regard to:

- the current initiatives and perceived needs of the individuals and organisations currently hosted by the Trust, as well as individuals and organisations across the wider community
- the resources (Property, Finances, Personnel) available and accessible to the Trust
- various understandings concerning the strategic vision of the Elders of the Chapel; their hopes and aspirations for the Trust and the community it serves



The Trust seeks to identify and pursue those initiatives that sit at the intersection of these three criteria.

The following questions need to be addressed with respect to any proposed project/initiative to test its alignment with Trust Deed, especially the aims and objectives detailed with the Trust Deed. It is also intended to ensure that the project/initiative will be well led, supported by volunteers and is a response to clearly identified community need. Unless all of these questions can be answered positively then the project/initiative should not be pursued.

1. Will the project/initiative under consideration demonstrate to those who would participate, the love and support of the wider Peninsula community, providing people a sense of belonging?
2. Does the project/initiative under consideration meet any of the objectives as identified in the Trust Deed? (Ideally an initiative should meet two or more objectives.)
3. Is there at least one 'committed champion' from the teams of volunteers who will 'lead' the project/initiative under consideration?