

**The Wanaka Community House Charitable Trust
Performance Report
For the year ended 31 December 2020**

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Contents	Page
Entity Information	3-4
Statement of Service Performance	5
Statement of Financial Performance	6
Statement of Financial Position	7
Statement of Cash Flows	8
Statement of Accounting Policies	9
Notes to the Performance Report	10-14
Independent Auditor's Report	15

The Wanaka Community House Charitable Trust
Entity Information
As at 31 December 2020

Legal Name of Entity: The Wanaka Community House Charitable Trust
Trading Name of Entity: Wanaka Community Hub
Type of Entity and Legal Basis: A Charitable Trust registered under the Charitable Trust Act 1957 and Charities Act 2005

Registration Number: CC47826

Entity's Purpose or Mission: Since its inception, the Trust's longstanding vision has been to create a central Wanaka Hub that all residents identify as their community "home away from home". The vision was to create a welcoming, light and modern building encompassing a number of different spaces where all residents could access for a variety of activities, meetings, and events. Most important to the Trust was that the building had a real 'soul,' that when you walked through the doors you felt a strong sense of community, friendship and inclusion.

Our Vision is a diverse, resilient, connected community where everyone is valued and feels they belong.

Our Mission is a welcoming community hub that accommodates the wider community whilst operating in a financially sustainable manner.

Our Purpose is the provision of facilities that foster, promote, facilitate and encourage the provisions of community services for the people of Wanaka and surrounding districts.

Our Core Values include:

EXCELLENCE in the provision of a community "Hub with a soul", its governance and its management.

LEADERSHIP in the facilitation of groups, organisations and clubs providing the widest range of community activities and events.

PARTNERSHIP with organisations that are part of the Hub's tenant group and all other groups and clubs that use the facility as part of the Hub's wider community participation.

STEWARDSHIP of a valued community asset through prudent management, governance and sustainable practices.

COMMUNITY involvement being at the very heart of the Hub's vision, mission and purpose.

It is important to the Trust that the Hub provides a wide-ranging social service platform, each tenant equally as important as another, and collectively providing a strong 'helpline' for all residents.

The Wanaka Community House Charitable Trust
Entity Information (Continued)
As at 31 December 2020

Entity Structure: The Trust is administered by a board of Trustees and all Trustees consisting of no less than four and no more than 10 Trustees. There is no maximum term of office for the Trustees who retire are eligible for re-appointment. The current Trustees are:

Yeverley Kristine McCarthy – Chairperson
Allan Thomas Kelly – Treasurer
Mark Andrew Harry
Peter Andrew Duncan
Meetu Saklani

Main Sources of the Entity's Cash and Resources: The Trust relies on operating revenue to meet its running expenses and on grants from the government and philanthropic donations and fundraising to repay loans.

Main Methods Used by the Entity to Raise Funds: Setting rental and hire rates for its tenants and other users of the facility and applying for grants and local fundraising.

Entity's Reliance on Volunteers and Donated Goods or Services: The Trust is reliant on its Trustees who provide their time and expertise on a voluntary basis, and on Trustees and volunteers undertaking its fundraising activities.

Physical Address: 34 McDougall Street
Wanaka 9305

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Wanaka 9305

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Website: www.wanakacommunityhub.org.nz

The Wanaka Community House Charitable Trust
Statement of Service Performance
For the year ended 31 December 2020

Description of the Entity's Outcomes:

Description and Quantification (to the extent practicable) of the Entity's Output:	2020	2019
Income:		
Rent & Hire of Building	173,414	42,858
Local Fundraising (net of Expenses \$13,570)	303,197	-
Donations – other	14,920	71,188
Other Grants	57,439	977,875
Interest	-	34,336
Total Income	548,970	1,126,257

We have been open for our first year of operation. Outputs for this year include:

- the signing of contracts for 35 tenant organisations who now use the building regularly.
- considerable fundraising efforts to reduce the building's debt - this includes the Wanaka House and Garden Tour, Stonewood housing sale – local fundraising achievement for the year amounted to \$303,197 (net).
- three Hub roles created - new employees contracted and trained.
- the planning and management of a number of community events to encourage all residents to visit and use the building. These included a Mid Winter free dinner for those in difficulty during Covid, Santa's Grotto for all Wanaka children, and our Children's Art exhibition over July holidays.
- on going revolving local art exhibition throughout the Hub.
- all Hub processes and procedures developed.
- Building WOF plans and management.
- Code of Compliance Certificated granted.
- Over 2,400 Volunteer hours were expended to get these results.
- Increasing bookings across the Hub enormously through the year- office bookings now at 75% of capacity and meeting room spaces close to 50%.

Additional Output measures:

Developed procedure policy manuals for Health and Safety, Financial, Tenants and Human Resources and updated the Governance Manual and debt reduction.

Additional information:

At year end the Trust continues to hold a 4% interest loan of \$200,000. (There are no invoices overdue at year end).

Queenstown Lakes District Council advanced the Trust \$500,000 which will be converted to a grant after the Trust satisfies a due diligence review of the Trust's long term future.

The Trust can sustain the 4% interest impost within its operating budget that relates to the Anglican Dunedin Diocese loan of \$200,000.

After fourteen months of operations the Trust's operating in a cash positive manner even taking into account the COVID disruption at the beginning of 2020.

Tenancy Agreements for 100% of office space offices have been signed (2019: 80%).

The Trust has a part time Manager and employs two part time receptionists so that we cover our obligations with regards to Health and safety for the tenants and other local groups and organisations. They are marketing, managing and coordinating the use of the Hub so as to maximise the potential of our assets.

The Wanaka Community House Charitable Trust
Statement of Financial Performance
For the year ended 31 December 2020

	Notes	2020 \$	2019 \$
Revenue			
Donations, fundraising and other similar revenue	1	389,126	1,049,063
Revenue from providing goods and services	1	173,414	42,858
Interest revenue		-	34,336
Total Revenue		562,540	1,126,257
Expenses			
Expenses relating to public fundraising		13,570	2,141
Costs relating to providing goods and services	2	156,454	29,595
Operating expenses (unrelated to operations)	2	14,606	27,986
Volunteer and employee related costs	2	64,407	33,984
Interest and Bank fees	2	25,050	9,155
Total Expenses		274,087	102,861
Surplus for the year		288,453	1,023,396

The Wanaka Community House Charitable Trust
Statement of Financial Position
As at 31 December 2020

	Notes	2020 \$	2019 \$
Assets			
Current Assets			
Bank Accounts	3	43,827	106,065
Petty Cash	3	73	29
Accounts Receivable		22,280	3,918
Prepaid Insurance		7,346	8,535
GST Receivable		1,172	-
Total Current Assets		74,698	118,547
Non-Current Assets			
Property, plant & equipment	4	4,321,451	4,343,322
Total Non-Current Assets		4,321,451	4,343,322
Total Assets		4,396,149	4,461,869
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	18,743	107,787
Employee costs payable		2,309	-
Development levy payable	9	13,800	-
Rent received in advance		12,370	6,210
Advance from Queenstown Lakes District Council	6	500,000	-
Loan from Dunedin Diocese Trust Board	7	200,000	500,000
Private Loans	8	-	515,000
Total current Liabilities		747,222	1,128,997
Non-Current Liability – Development levy payable	9	27,602	-
Total Liabilities		774,824	1,128,997
Net Assets		3,621,325	3,332,872
Accumulated Funds			
Opening balance		3,332,872	2,309,476
Operating Surplus for the year		288,453	1,023,396
Total Accumulated Funds		3,621,325	3,332,872

For and on behalf of the Trustees

Trustee

9.4.2021

Trustee

9.4.2021

The Wanaka Community House Charitable Trust
Statement of Cash Flows
For the year ended 31 December 2020

	Notes	2020 \$	2019 \$
Cash Flows from Operating Activities			
Cash was received from:			
Donations, fundraising and other similar receipts		389,126	1,049,063
Receipts from providing goods or services		161,212	45,150
Interest, dividends and other investment receipts		-	34,336
Net GST received		-	44,524
		550,338	1,173,073
Cash was applied to:			
Payments to suppliers and employees		104,665	232,524
Net GST paid		23,539	-
Interest paid on Dunedin Diocese Trust Board loan		25,000	-
Net Cash Flows from Operating Activities		397,134	940,549
Cash Flows from Investing and Financing Activities			
Cash was received from:			
Proceeds from loan From Private donors		-	215,000
Proceeds from loan Dunedin Diocese Trust Board		-	500,000
Withdrawal of Kiwibank term deposit		-	1,600,000
Advance from Queenstown Lakes District Council	6	500,000	
		500,000	2,315,000
Cash was applied to:			
Payments for property, plant and equipment		144,328	3,173,375
Repayment of Dunedin Diocese Trust Board loan		300,000	-
Repayments of private loans		515,000	-
		959,328	3,173,375
Net Cash Flows from (to) Investing and Financing Activities		(459,328)	(858,375)
Net Increase / (Decrease) in Cash		(62,194)	82,174
Opening cash		106,094	23,920
Closing cash		43,900	106,094
This is represented by:			
Bank accounts		43,827	106,065
Petty cash		73	29
Bank accounts and cash		43,900	106,094

The Wanaka Community House Charitable Trust

Statement of Accounting Policies For the year ended 31 December 2020

Basis of Preparation

The Wanaka Community House Charitable 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 Trust will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The Trust is registered for GST. All amounts are recorded exclusive of GST, except for Accounts receivable and Creditors which are stated inclusive of GST.

Revenue Recognition

Rental income, grants, interest revenue and revenue from providing goods and services are recognised as revenue when earned.

Income Tax

The Wanaka Community House Charitable Trust is wholly exempt from New Zealand income tax as a Registered Charity.

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.

Accounts Receivable

Accounts receivable are recorded at expected realisable value.

Loans

Loans are recorded at the amounts received and repayable.

Property, Plant, and Equipment

The property, plant and equipment items are recorded at cost, less accumulated depreciation. Depreciation is provided using the following rates which are designed to write the assets off over their estimated useful lives:

Buildings	2% per annum straight line
Plant & Equipment	10 -20% per annum straight line

Changes in Accounting Policies

There have been no changes in accounting policies since the previous year.

The Wanaka Community House Charitable Trust
Notes to the Performance Report
For the year ended 31 December 2020

1. Revenue

	2020	2019
	\$	\$
Donations, fundraising and other similar receipts		
Local Fundraising	74,259	6,536
Grant for operating purposes	-	20,000
NZ Lottery Grants Board grant	-	162,924
Central Lakes Trust grant	14,165	773,415
Sargood Bequest grant	25,000	-
Callis Trust Grant	10,000	-
Other grants	5,140	15,000
Community Donations	260,562	71,188
	389,126	1,049,063

The Trustees wish to thank all those who have provided generous financial support to the Trust during the year.

The Wanaka Community House Charitable Trust
Notes to the Performance Report (continued)
For the year ended 31 December 2020

2. Expenses

	2020	2019
	\$	\$
Costs relating to providing goods and services		
Hub Cleaning	9,204	2,079
Heat, lighting & power	9,806	574
Insurance	13,078	3,944
Kitchen Supplies	673	622
Photocopier rental & services	3,582	453
Security & fire monitoring	444	556
Maintenance	2,543	-
Telephone & Internet	3,541	4,673
Rates	5,348	-
General Expenses	344	-
Rent	2	-
Reception Contract	7,917	-
Depreciation	99,972	16,694
	156,454	29,595
Operating Expenses (unrelated to Operations)		
Accounting	609	915
Advertising	206	2,902
General Expenses	2,943	1,553
Insurance	1,995	-
Legal expenses	489	14,005
Office Expenses	3,051	1,014
Printing & Stationery	139	1,927
Audit fee	4,600	5,670
Sundry	574	-
	14,606	27,986
Volunteer and employee related costs		
Management/ Staff /Consulting	64,407	33,984
	64,407	33,984
Other expenses		
Bank Fees	50	3,838
Interest on borrowings	25,000	5,317
	25,050	9,155

The Wanaka Community House Charitable Trust
Notes to the Performance Report (continued)
For the year ended 31 December 2020

3. Bank accounts

	2020	2019
	\$	\$
Kiwibank operating bank account	-	106,065
SBSbank	43,827	-
	<u>43,827</u>	<u>106,065</u>

4. Property, plant and equipment

2020

Asset Class	Opening carrying amount	Purchases	Sales/ Disposals	Depreciation	Closing carrying amount
	\$	\$	\$	\$	\$
Buildings	3,522,834	71,027	-	74,091	3,519,770
Furniture and fixtures	102,024	1,570	-	5,739	97,855
Landscaping	468,280	401	-	9,395	459,286
Plant & Equipment	223,466	3,586	-	8,853	218,199
Audio Visual Aids	25,570	-	-	1,371	24,199
Office Equipment	1,148	1,517	-	523	2,142
	<u>4,343,322</u>	<u>78,101</u>	<u>-</u>	<u>99,972</u>	<u>4,321,451</u>

2019

Asset Class	Opening carrying amount	Purchases	Sales/ Disposals	Depreciation and impairment	Closing carrying amount
	\$	\$	\$	\$	\$
Buildings	1,183,559	2,351,565	-	12,290	3,522,834
Furniture and fixtures	-	102,969	-	945	102,024
Landscaping	-	469,836	-	1,556	468,280
Plant & Equipment	-	224,936	-	1,470	223,466
Audio Visual Aids	-	25,799	-	229	25,570
Office Equipment	-	1,350	-	202	1,148
	<u>1,183,559</u>	<u>3,176,455</u>	<u>-</u>	<u>16,692</u>	<u>4,343,322</u>

In 2020 the building and other purchase costs reflect the washup of the building costs. In 2019 the purchases reflect the building costs with completion of the build and opening of the building on 2nd November 2019.

The Wanaka Community House Charitable Trust
Notes to the Performance Report (continued)
For the year ended 31 December 2020

5. Creditors and accrued expenses

	2020	2019
	\$	\$
Creditors – operating	18,743	22,273
Creditors – property construction	-	3,007
Building retention monies held	-	60,140
GST Payable		22,367
	18,743	107,787

6. Advance from the Queenstown Lakes District Council

The Queenstown Lakes District Council (QLDC) advanced the Trust \$500,000 during the year. The terms of the agreement provide for the advance to convert to a grant subject to particular conditions being met. It is the intention of the Trust to satisfy those conditions during 2021. Accordingly, it is expected that the advance will convert to a grant in the 2021 financial year.

7. Loan from Dunedin Diocese Trust Board

The Trust has a loan with the Anglican Dunedin Diocesan Trust Board of \$200,000 at 4% per annum. This was originally \$500,000 with \$300,000 being repaid in 2020. Although the loan is payable on call it is intended to provide long term finance if required. Subsequent to 31 December 2020, the Trust has made a further loan repayment of \$40,000.

8. Private Loans

All private loans, which totalled \$515,000 were fully repaid in the 2020 year.

9. Development Levy payable

There is \$41,402 owing for the development Contribution levy to be paid in three yearly instalments to the Queenstown Lakes District Council starting on 31 March 2021. \$13,800 is a current liability and \$27,602 is a non-current liability at 31 December 2020.

10. Contingencies

At balance date there was no known contingencies. (2019: Nil).

11. Commitments

The Trust had entered into a contract before 31 December 2020 for the painting of the Trust premises, and is committed to expenditure of \$8,304 (GST incl) payable when conditions of the contract are fulfilled (2019: Nil). There is also a commitment for a photocopier lease of \$155 per month until 20 October 2023 (2019: same commitment).

12. Related Party Transactions

There were no material transactions involving related parties during the financial year, except for the repayment of loans from Trustees and related parties. (2019: loans from Trustees and related parties).

13. Events after Balance Date

There were no events that have occurred after the balance date that would have material impact on the performance report.

The Wanaka Community House Charitable Trust
Notes to the Performance Report (continued)
For the year ended 31 December 2020

14. Covid-19 Virus

The Covid-19 virus pandemic, which resulted in a lockdown throughout New Zealand from 24 March 2020 to mid-May 2020, is not expected to have a significant impact on the future activities of the Trust.

Independent Auditor's Report

to the Trustees of The Wanaka Community House Charitable Trust

Our Qualified Opinion

We have audited the financial statements of The Wanaka Community House Charitable Trust (the Trust) which comprise the statement of financial position as at 31 December 2020 and the statement of financial performance and statement of cash flows for the year then ended, and the statement of accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the financial statements included in the accompanying Performance Report present fairly, in all material respects, the financial position of the Trust as at 31 December 2020 and its financial performance and cash flows for the year ended on that date in accordance with the accounting standard, Public Benefit Entity Simple Format Reporting-Accrual (Not-For-Profit).

Basis for Qualified Opinion

In common with other organisations of a similar nature, control over the revenues from donations, fundraising and similar income prior to being banked is limited. It was not practicable to extend our examination of such income beyond the accounting for amounts received as shown by the accounting records of the Trust, or to determine the effect of the limited control.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Trust in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board and the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants (IESBA Code)*, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Information Other than the Financial Statements and Auditor's Report

Other information included in the Performance Report with the financial statements comprises the entity information and the statement of service performance. The Trustees are responsible for this other information. Our qualified opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. We are required to report any misstatement of other information. We have nothing to report in this regard.

Trustees' Responsibilities for the Financial Statements

The Trustees are responsible, on behalf of the Trust, for the preparation and fair presentation of the financial statements in accordance with Public Benefit Entity Simple Format Reporting-Accrual (Not-For-Profit), and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.


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

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with 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.

A further description of our responsibilities for the audit of the financial statements is located on the External Reporting Board website: https://xrb.govt.nz/Site/Auditing_Assurance_Standards/Current_Standards/Page8.aspx

This report is made solely to the Trustees as a body. Our audit work has been undertaken so that we might state to the Trustees those matters which we are required to state 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 Trustees, as a body, for our audit work, for this report or for the opinions we have formed.


Chartered Accountants
9 April 2021

Dunedin