

Performance Report for Volunteering Waikato

To the year end 31 December 2015

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1. Organisation profile

LEGAL NAME	Volunteering Waikato
STRUCTURE	Charitable Trust
ESTABLISHED	05 May 1993 (opened)
DATE REGISTERED	05 February 1993
REGISTRATION #	570808 (Certificate of Incorporation) CC21648 (Charities Commission)

Contact details

CONTACT NAME	Heather Moore, General Manager
DD	07 839 3191 ext 5
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EMAIL	manager@volunteeringwaikato.org.nz
POSTAL ADDRESS	P O Box 19111, Hamilton 3244
PHYSICAL ADDRESS	Level 2, Caro Street Community Building, corner Anglesea & Caro Streets, Hamilton

Online/Social media

WEBSITE	www.volunteeringwaikato.org.nz
FACEBOOK	www.facebook.com/volunteering.waikato
YOUTUBE	www.youtube.com/user/VolunteeringWaikato
INSTAGRAM	www.instagram.com/volunteeringwaikato/
LINKED IN	www.linkedin.com/company/volunteering-waikato
TWITTER	www.twitter.com/VolWaikato

2. Entity Information

About Us

Volunteering Waikato is one of a network of Volunteer Centres in New Zealand, and is a member of Volunteering New Zealand.

For those who choose to volunteer their time within our community, Volunteering Waikato is a key resource providing a choice of voluntary positions in a wide range of community organisations. This helps to ensure that the voluntary time given is meaningful and fulfilling.

For not-for-profit organisations in the Waikato who engage volunteers in their operations, Volunteering Waikato is a key resource providing assistance with volunteer needs, and providing support and training regarding best practice in volunteer management. This gives these not-for-profit organisations access to a wider range, and larger number, of volunteers.

Vision

Enriched lives and communities through volunteering

Mission

To promote, support and enable opportunities in volunteering

Aims

Champion Volunteering - Grow the concept and practise of volunteering in our communities

Volunteer Recruitment - Provide excellent service and opportunities for those who choose to volunteer

Community Organisation - Assist community organisations with their volunteering needs

Training and Support - Provide training and support for organisations which involve volunteers

Sustainability - Achieve our goals through quality organisational structure, processes and resources

Values

- **Inclusiveness:** We recognise and value diversity and all forms of volunteering
- **Integrity:** At all times we act professionally, being honest and transparent
- **Accountability:** We accept our individual and collective responsibilities as we meet our commitments
- **Excellence:** We strive to be outstanding in all that we do

Our Structure

Trust Structure: Our Trust Deed states that we have between seven and 12 Trustees. We currently have seven Trustees that constitute our governance board, including four executive positions: Chair, Deputy Chair, Treasurer and Secretary.

Operational Structure: During 2015 our operations were managed by a team of five paid employees - General Manager, Volunteer Co-ordinator, Regional Co-ordinator, Community Project Co-ordinator and Office Administrator. Volunteers support us with various activities throughout the year.

Main Source of Cash and Resources

Volunteering Waikato receives the majority of our income from philanthropic funding and grants. In 2015 we generated around 17% of our own income through membership, training fees, interest from investments, and fundraising. Our only fundraiser in 2015 was Christmas Gift Wrapping in two Hamilton shopping malls.

Reliance on Volunteers

Volunteering Waikato has a team of 16 in-centre volunteers that are absolutely key to our operations. These volunteers undertake roles including interviewing and referring potential volunteers, accounts, data entry, client services and member services.

Reliance on Donated Goods or Services

Volunteering Waikato has the support of a website company (W3 Design) who donate their time and expertise to keep our online services functioning effectively. We also seek sponsorship for all prizes for the Volunteer Excellence Awards. A list of our sponsors is on page 9.

"The group of volunteers from CTC Aviation were awesome! They were lovely, enthusiastic people and were very keen to get involved. It was also really great that Volunteering Waikato were able to source us a great group of volunteers at such short notice!"

Kayla Wilson – Elite & U19 Track National Championships

3. Executive Reports

Chairperson's Report

Volunteering Waikato has had another successful year and on behalf of the board I would like to thank all of you who contribute to the success of the organisation.

Our numbers show that Volunteering Waikato continues to provide a valuable service to the community for member organisations and volunteers alike.

The reputation of Volunteering Waikato is held in high regard and in 2015 we were a finalist in the Waikato Chamber of Commerce Business Excellence Awards (Not for Profit/Social Enterprise category). Congratulations on this achievement.

One area that the awards highlighted is our continued innovation. We have continued to grow and look to expand our services, including the Regional Co-ordinator role and online referrals. This demonstrates that we are not complacent and remain committed to continually looking to improve, while remaining focussed on our core role of supporting volunteering in the community.

We look forward to the continued progress over the coming year.

David Bluett - Board Chair

General Manager's Report

During the past year Volunteering Waikato has again been through a period of change, particularly in the area of staff changes. With two staff leaving in our team, two of the continuing staff moving into different roles, and the very pleasing recruitment of Chris Atkinson – highly skilled in volunteer management. We ended the year with a strong, well trained and highly motivated team.

A new team of volunteers, Member Services, was introduced in 2015 to assist us to stay in touch with our member organisations. During the past few years the number of members has grown significantly and the two staff responsible struggle to maintain regular contact with around 320 members.

Despite the growth of our online services, our team of Interviewers continue to be at the core of our business and the majority of their shifts have been fully booked. Our Interviewing team give people the option of discussing volunteering options, and help with making a decision as to which role would best meet their needs.

Some big projects and effective marketing contributed to make 2015 our most successful year in terms of volunteers to date. For the first time in our 22 years of operating we have worked with more than 3,000 volunteers during the year, including 747 volunteers from outside of Hamilton.

Overall Volunteering Waikato is in very good shape. We are financially sound, have a great team at all levels, and the increase in the number of clients in all areas shows that we continue to provide services that are both needed and are of high value to our community.

Heather Moore – General Manager

4. Statement of Service Performance

Description of Outcomes

Champion Volunteering - Grow the concept and practise of volunteering in our communities

Volunteer Recruitment - Provide excellent service and opportunities for those who choose to volunteer

Community Organisation - Assist community organisations with their volunteering needs

Training and Support - Provide training and support for organisations which involve volunteers

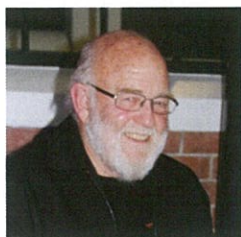
Outputs	Actual 2015	Target 2015	Actual 2014
Recipients of Involved – newsletter for volunteers	7,345	-	6,025
Recipients of Update – newsletter for stakeholders	1038	-	944
Registrations of Volunteers - total	3,037	2,797	2,664
Registration of Volunteers – outside Hamilton	747	566	515
Applications for voluntary positions - total	3,198	2,047	3183
Applications for voluntary positions – outside Hamilton	540	473	430
Corporate/Group volunteering projects completed	63	60	49
Volunteers involved in corporate/group volunteering	545	522	475
Community organisation membership - total	316	320	303
Community org membership – outside Hamilton	152	150	140
Training workshops held - total	8	4	5
Training workshops held – outside Hamilton	4	2	0
Network meeting for Volunteer Co-ordinators held	5	5	5

“We wanted to thank you for your unstinting support of our volunteers over the past 18 months... Despite our many ups and downs you have always wanted to help in any way possible, especially in providing suitable people to help us take the pressure off the few...”

Christine and Neil ~ Te Kuiti SPCA

5. Volunteer Excellence Awards

2015 Award Recipients



Volunteer of the Year – WINNER – Wayne Thomson

Wayne has been a driving force from the planning stages of the Huntly St John Op Shop, and is always there fixing things, cleaning or delivering goods. No job is too big or too small.

Nominated by the Order of St John ~ Huntly Area Committee



Volunteer of the Year - RUNNER UP - Stuart Arnold

Stu is an outstanding leader with the ability to bring out the best in others. He has been part of the Matarangi Volunteer Rural Fire Force for 12 years.

Nominated by the Matarangi Volunteer Rural Fire Force



Volunteer of the Year – COMMENDATION - Sabina Owen

Integrity and commitment to the best outcome for the community stand out about Sabina. Her 19 years of commitment have not gone unnoticed.

Nominated by the Pirongia Heritage & Information Centre



Volunteer of the Year - Youth Award – WINNER - Abby Fisher

Abby gives freely of her time, and helps those she works with gain confidence and independence. Abby is described as cheerful, calm and patient.

Nominated by English Language Partners



Volunteer of the Year - Youth Award - RUNNER UP - Chelsea Calvert

Chelsea has made an outstanding contribution to her community through her many voluntary roles, including with the NZ Red Cross and the Order of St John.

Nominated by the New Zealand Red Cross



Team Excellence Award – WINNER - Visiting Service Volunteers

This team of 18 Morrinsville based volunteers are matched with a lonely or socially isolated client, helping them stay connected to their community.

Nominated by Age Concern Hamilton



Team Excellence Award - RUNNER UP - Cancer Society's Hamilton Driving Service - 32 drivers have driven 28,775 kilometres in the last year, taking patients to and from treatments and activities...

Nominated by the Waikato/BOP Cancer Society



Team Excellence Award – COMMENDATION - House of Treasures

This shop epitomises true community spirit - a warm, genuine, welcoming place. There is always a smiling face, a kind word and a willingness to help.

Nominated by the Te Kauwhata Retirement Trust Board

6. Grants, Sponsorship and Gifts-in-Kind

Grants

During 2015 Volunteering Waikato was again well supported by our funders, and received the second of our multi-year (three year) grants from Trust Waikato and the Lottery Grants Board. Receiving a strong level of funding from these funders has saved us time as we have not needed to apply to so many funders to meet our costs. We are very grateful for this level of support, and for all of the grants that we have received during 2015, and we ensure that these funds are used to best support our organisation, our clients, and our community.

Sponsorship and Gifts-in-Kind

Once again local businesses provided a strong level of support to the Volunteer Excellence Awards. Every nominee received a 'goodie bag' full of treats provided by New World Te Rapa, every prize for the awards recipients was donated, and even the photographer and musicians donated their time and expertise.

Tainui Group Holdings Limited (The Base) and Kiwi Property Management Limited again gave us the opportunity to fundraise through Christmas Gift Wrapping, providing all resources so that 100% of the donated money came directly to Volunteering Waikato.

So many other businesses helped us out in many ways, and we are grateful to them all...

GRANTS RECEIVED	SPONSORSHIP AND GIFTS-IN-KIND	
<ul style="list-style-type: none"> • COGs Hauraki • COGs Kirikiriroa • COGs South Waikato • COGs Waikato West • D V Bryant Trust • Department of Internal Affairs • Gallagher Foundation • Hamilton City Council • Lion Foundation • NZ Lottery Grants Board • Trust Waikato • WEL Energy Trust 	<ul style="list-style-type: none"> • Basketique • Bills Subs • D B Chartered Accountants • Fuji Xerox • Hot Waves Café Restaurant • Imageland • Kingsley Field – Accuwrite Wordsmiths • Kiwi Property Management Limited • Laroma Coffee Co • Lone Star 	<ul style="list-style-type: none"> • Maggys Catering • Montana Catering • New World Te Rapa • Norris Ward McKinnon • Print House • Still Shooting Photography • Tainui Group Holdings Limited – The Base • Trightan Panui • W3 Design • Wintec – The Atrium • Z Stadium

7. Thanks to Our Team of Volunteers

Thanks

Volunteering Waikato is heavily reliant on our team of volunteers, and we are very lucky to have such a diverse and highly skilled team. Our in-centre volunteer team includes: Interviewers, Client Services, Member Services, Accounts, and Data Entry. These volunteers are integral to the services we provide, and quality of these services. Our Board of Trustees not only attend monthly meetings, they undertake specific project tasks between meetings, and support our General Manager in their areas of expertise when requested.

In addition to our team, we are thankful for the Christmas Gift Wrapping volunteers who assist us to raise our profile and raise funds each December. In 2015 we involved a total of 148 volunteers in this project, and more than half of these had volunteered in this role in previous years.

INTERVIEWERS

- Inakshie Amerasinghe
- Paula Anderson
- Alexandra Barratt
- Raewyn Braithwaite
- Eileen Chambers
- Barbara Cumming
- Antoinette Hattingh
- Julie Mayes
- Alan Messenger
- Ian Popay
- Jane Strachan
- Vanshika Sudhakar
- Christa van Tonder
- Thi Tran
- David Whitehead
- Gordon Wilson
- Ian Young

BOARD OF TRUSTEES

- David Bluett
- Graham Borland
- Avi Chand (appointed July)
- Dee Holmes
- Rinu Kumar
- Carl Peek (retired August)
- Ian Popay (retired September)
- Rachel Scott
- Peter Shaw (retired October)
- Jason Sebastian

ADMIN / SERVICES

- Tasha Downs
- Ivy Drower
- Sarah Duffill
- Martin Haisman
- Ruth Johnston
- Patricia Lamb
- Jan McDonnell
- Angela McEnteer
- Violet Poihipi
- Shailaja Sridharan

8. Member Organisations during 2015

1st Cambridge Scout Group	Enterprise Whangamata	Kainga Aroha Society Inc.
1st Tokoroa Scout Group	Epilepsy Association of New Zealand Inc.	Karapiro Rowing Incorporated (KRI)
Aberdeen Primary School	Epworth Retreat and Recreation Centre	K'aute Pasifika Trust
Adult Literacy Trust	FIFA U-20 World Cup New Zealand 2015	Kimihia Home & Hospital
Age Concern Hamilton	Fitness Action Charitable Trust	Life Unlimited
Age Concern Hamilton in CAMBRIDGE	Free FM	LifeLine Waikato
Age Concern Hamilton in HUNTLY	Friendship House (Huntly) Community Centre	Lions Club of Hamilton Chartwell
Age Concern Hamilton in MATAMATA	Charitable Trust	Literacy Waikato
Age Concern Hamilton in MORRINSVILLE	FYD Waikato (Foundation for Youth Development)	Mahuika House
Age Concern Hamilton in NGARUAWAHIA	GirlGuiding New Zealand	Male Survivors of Sexual Abuse Trust (Waikato)
Age Concern Hamilton in OTOROHANGA	Glenview Community Centre	Matamata Community Chest Inc
Age Concern Hamilton in PAEROA	Global Organisation of People of Indian Origin	Matamata Community Resource Trust
Age Concern Hamilton in RAGLAN	Waikato Inc	Maungatautari Ecological Island Trust
Age Concern Hamilton in TE AROHA	Goldfields Railway Inc.	McKenzie Centre Trust
Age Concern Hamilton in TE AWAMUTU	Grandview Community Garden	Melody Childcare Centre
Age Concern Hamilton in TE KUITI	Habitat for Humanity - ReStore Te Awamutu	Melville High School
Age Concern Thames	Habitat For Humanity (Central North Island)	Melville Primary School
Alternatives to Violence Program Aotearoa	Hamilton Bicycling Network	Methodist City Action
Alternatives to Violence Project Maori Focus	Hamilton Christian Nightshelter Trust	MMM New Zealand
Amputees Society of Waikato, Bay of Plenty Inc.	Hamilton Christmas Charitable Trust	Morrinsville Scout Group
Anglican Action	Hamilton City Council	Motumaoho School
Arthritis New Zealand	Hamilton Community Men's Shed	MS Waikato Trust
Artmakers Charitable Trust	Hamilton East Community Toy Library	Neighbourhood Support Waikato
Arts For Health Community Trust	Hamilton Gardens Summer Festival Foundation	New Zealand Blood Service
Aspire — Community Support	Hamilton Group Riding for the Disabled	New Zealand Breast Cancer Foundation
Assistance Dogs New Zealand Trust (ADNZ)	Hamilton Homeless Trust	New Zealand National Fieldays Society
Asthma & Respiratory Services (Waikato) Inc	Hamilton Homeless Trust	New Zealand Red Cross - 5 Cross Roads Shop
Atawhai Assisi Home and Hospital	Hamilton Inline Hockey Club Incorporated	New Zealand Red Cross - Cambridge Branch
Autism NZ Inc - Waikato branch	Hamilton Multicultural Services Trust	New Zealand Red Cross - Cambridge Shop
Balloons over Waikato	Hamilton Parents Centre	New Zealand Red Cross - Frankton Village Shop
Bellyful Hamilton	Hamilton Performing Arts Trust	New Zealand Red Cross - Hamilton East Shop
Cambridge Chamber of Commerce	Hamilton Youth Council	New Zealand Red Cross - Hamilton Processing Cntr
Cambridge Community House	Hamilton Zoo	New Zealand Red Cross - Huntly Branch
Cambridge i-SITE	HCC - Civil Defence and Emergency Management	New Zealand Red Cross - Matamata Shop
Cambridge Lifeskills	HCC - Claudelands Events Centre	New Zealand Red Cross - Morrinsville Branch
Cambridge Museum	HCC - Community Wellbeing	New Zealand Red Cross - Morrinsville Shop
Cambridge Racquets Club	HCC - Cricket World Cup	New Zealand Red Cross - Refugee Services
Cambridge Resthaven	HCC - Hamilton City Libraries	New Zealand Red Cross - Te Awamutu Shop
Cambridge Stroke and Rehabilitation Club	HCC - Parks and Open Spaces	New Zealand Red Cross - Victoria Street Shop
CanTeen (NZ Teenage Cancer Patients Society)	Heart Foundation	New Zealand Red Cross - Waikato Region
CARE Trust	Heartsafe Morrinsville	North Hamilton Community Patrol
Centre 401 Trust	Horotiu Playcentre	North Waikato Transport Trust
Chartwell Scout Group	Hospice Shop - Morrinsville	NZ AIDS Foundation (NZAF)
Child Cancer Foundation	Hospice Shop Cambridge	Ohaupo Scout Group
Child Matters	Hospice Shop Clyde Shopping Centre	Order of St John - Cambridge
Citizens Advice Bureau - Hamilton	Hospice Shop Te Awamutu	Order of St John - Central Region
Citizens Advice Bureau - Otorohanga	Hospice Shop Victoria Street	Order of St John - Community Care
Citizens Advice Bureau - Te Aroha Inc	Hospice Waikato	Order of St John - Coromandel
Citizens Advice Bureau - Te Kuiti	Hospice Waikato Megacentre	Order of St John - Emergency and Event Services
Citizens Advice Bureau Te Awamutu	Hukanui School	Order of St John - Health Shuttle
ConneXu	IDEA Services - Self Advocacy Group (Waikato)	Order of St John - Huntly Opportunity Shop
Conservation Volunteers New Zealand	IHC Friendship Programme - Waikato & King	Order of St John - Ngatea
Coromandel Independent Living Trust	Country Region	Order of St John - Ngatea Opportunity Shop
David Johnstone Pukemokemoke Bush Reserve	Incedo	Order of St John - Paeroa
Deanwell Playcentre	Insight Endometriosis	Order of St John - Te Awamutu
Department of Conservation - Hamilton Office	Integrated Recovery Service - Waikato DHB	Order of St John - Thames Ambulance Service
Diabetes NZ Waikato Incorporated	Interactionz - Dalmont Community Hub	Order of St John - Thames Health Shuttle
Diversity Counselling New Zealand	Interactionz - Tattersfield Community Hub	Order of St John - Thames Opportunity Shop
Dress For Success Hamilton Trust		
Dynamo Cycling & Sports Club Inc		
English Language Partners Waikato		
Enliven Waikato Day Programme		
Enliven Waikato Day Programme – Hillcrest		
Enrich+ (Cambridge Branch)		

8. Member Organisations during 2015 cont

Order of St John - Thames Youth Programme	Salvation Army Family Store - Paeroa	Thames-Coromandel District Council
Order of St John - Waihi	Salvation Army Family Store - Te Aroha	(Coromandel-Colville Ward)
Order of St John - Whangamata	Salvation Army Family Store - Te Awamutu	Thames-Coromandel District Council (Thames)
Order of St John - Whitianga	Salvation Army Family Store - Te Rapa Road	The Health & Disability Expo Trust
Order of St John - Youth Division - Tokoroa	Salvation Army Family Store - Tirau	The Neonatal Trust (Waikato)
Order of St John Thames - FEDs	Salvation Army Family Store - Tokoroa	The New Zealand Timber Museum Trust
Otorohanga District Library	Salvation Army Family Store - Waihi	The Radio Network Special Children's Christmas Party
Otorohanga Kiwi House	Save The Children - Waikato Branch	The Raglan House
Otorohanga Riding for the Disabled	Scout Association New Zealand - Camp Waingaro	The Refugee Orientation Centre Trust
Otorohanga Support House Whare Awhina Inc	Scout Association of New Zealand	The Waikato Combined Equestrian Group Inc
Parafed Waikato	Selwyn Foundation	Tokoroa Activities Centre for the Elderly and Disabled
Parent to Parent New Zealand	Selwyn St Andrews	Toku Mapihi Maurea Kura Kaupapa Maori
Peachgrove Playcentre	Selwyn Sunningdale Village	Tongan Student Support
Phoenix Players	Selwyn Wilson Carlie	Toughlove Waikato
Pirongia Heritage & Information Centre	Shama Hamilton Ethnic Womens Centre Trust	Trade Aid Whaingaroa
Pirongia Scout Group	Single Parent Services Waikato	True Colours Children's Health Trust
Pohlen Hospital	South Waikato District Council	Trust Waikato Raglan Surf Lifesaving Club
Population Health	South Waikato Riding for the Disabled	Twin Rivers Arts (Ngaruawahia) Council Inc
Population Health - Huntly	SPCA - Thames	U Leisure Ltd.
Positive Change Programme Charitable Trust	SPCA King Country	Victim Support - Cambridge
Presbyterian Op Shop	Special Olympics Waikato	Victim Support - Coromandel Peninsula
Presbyterian Support Northern	Sport Waikato	Victim Support - Hauraki
Pukeatua Scout Group	Sport Waikato - Hauraki	Victim Support - Matamata/Piako
Putaruru Community Garden	Sport Waikato - Matamata Piako	Victim Support - Waipa/Waitomo
Putaruru Community Resource Centre	Sport Waikato - South Waikato	Victim Support Hamilton - North Waikato
Putaruru Parents Centre	Sport Waikato - Thames Coromandel	Victim Support Waikato Region
Putaruru Scout Group	Sport Waikato - Waikato District	Victoria Battery Tramway Society Inc
Queens Redoubt Trust	Sport Waikato - Waipa	Vision Of Hope Te Kitenga Tumanako Social Services
Rainbow Place	Sport Waikato - Waitomo	Volunteering Waikato
Rauawaawa Kaumatua Charitable Trust	Spring Hill Corrections Facility	Waihi Arts Centre & Museum Assn Inc
Riding for the Disabled - Cambridge Inc	St Columba's Scout Group	Waikato Agricultural & Pastoral Association Inc
Riding for the Disabled - Te Awamutu Group	St Peters Sea Scouts	Waikato Bay of Plenty Football Federation
Riverlea Theatre & Arts Centre Inc.	St Vincent De Paul - Chartwell Store	Waikato Breast Cancer Trust
Royal New Zealand Foundation of the Blind (RNZFB)	St Vincent De Paul - Glenview Store	Waikato Childrens Literacy Charitable Trust
Royal New Zealand Plunket Society - Cambridge	St Vincent de Paul Society	Waikato Coalfields Museum
Royal New Zealand Plunket Society - Car Seat Scheme	StarJam	Waikato Digital Youth Network
Royal New Zealand Plunket Society - Hamilton	Stroke Foundation Hamilton	Waikato District Health Board
Royal New Zealand Plunket Society - Matamata	Tai Aroha - Department of Corrections	Waikato Environment Centre
Royal New Zealand Plunket Society - Morrinsville	Tarr Road Farm - IDEA Services	Waikato Ethnic Family Services Trust
Royal New Zealand Plunket Society - North Waikato	TCDC - Mercury Bay Service Centre	Waikato Hockey Association (Inc)
Royal New Zealand Plunket Society - Ohinemuri	TCDC - Tairua Library	Waikato Hot Air Balloon Club
Royal New Zealand Plunket Society - Putaruru	TCDC - Whangamata Service Centre	Waikato Justices of the Peace Inc
Royal New Zealand Plunket Society - Te Aroha	Te Aroha & District Museum Society Inc.	Waikato Museum
Royal New Zealand Plunket Society - Te Awamutu	Te Aroha & Districts RDA	Waikato Playcentre Association
Royal New Zealand Plunket Society - Te Kuiti	Te Aroha Community Hospital	Waikato River Trails Trust
Royal New Zealand Plunket Society - Thames Valley	Te Aroha Scout Group	Waikato Rocks Trust
Royal New Zealand Plunket Society - Tokoroa	Te Awamutu Museum	Waikato Scout and Guide Gang Show
Royal New Zealand Plunket Society (Waikato Area)	Te Awamutu Safer Community Charitable Trust	Waikato SPCA
Ruawaro Playcentre	Te Awamutu Scout Group	Waikato SPCA - Matamata Op Shop
Ryder-Cheshire Foundation (Waikato)	Te Kauri-Waikuku Trust	Waikato SPCA Opportunity Shop - Dinsdale
Salvation Army - Dinsdale Family Store	Te Kauwhata Retirement Trust Board	Waikato Valley Cricket Association Inc
Salvation Army - Employment Plus	Te Kuiti Community House	Waikato Winter Show Association
Salvation Army - Grandview Corps	Te Kuiti Scout Group	Waikato/Bay of Plenty Cancer Society
Salvation Army - Thames	Te Totara Primary School	Waikato/Bay of Plenty Cancer Society - Fundraising
Salvation Army Community Ministries	Te Whare Kokonga	Waikeria Prison
Salvation Army DHQ	Te Whare O Te Ata (Fairfield Community Centre)	Waimarie Hamilton East Community House
Salvation Army Family Store - 5 Cross Roads	Thames Baptist Community Ministries	Whaingaroa Environment Centre
Salvation Army Family Store - Albert St Cambridge	Thames Hospital	Whangamata Community Services Trust
Salvation Army Family Store - Duke St Cambridge	Thames Museum Society Inc.	Whitianga Community Services Trust
Salvation Army Family Store - Hamilton	Thames Renown Scouts	Whitiara School
Salvation Army Family Store - Hamilton East	Thames Youth Centre	Youth Empowerment Service
Salvation Army Family Store - Matamata	Thames/Hauraki Health and Disability Resource Centre Trust	Youth Search And Rescue Hamilton Trust
Salvation Army Family Store - Nawton		YWCA



Annual Financial Statements

Volunteering Waikato
As at 31 December 2015

Prepared by C Tuson & Associates Ltd



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Directory

Volunteering Waikato For the year ended 31 December 2015

Nature of Entity

Charitable Trust

Address

Level Two,
Caro St Community Building
Cnr Caro and Anglesea Streets
P O Box 19-111,
Hamilton 3244

IRD Number

61-095-877

Trustees

David Bluett (Chair)

Graham Borland (Deputy Chair)

Avi Chand (Treasurer) (Appointed 15/07/2015)

Dee Holmes (Board Secretary)

Rinu Kumar

Rachel Scott

Jason Sebestion

Carl Peek (Retired 19/08/2015)

Ian Popay (Retired 23/09/2015)

Peter Shaw (Retired 21/10/2015)

Chartered Accountant

C Tuson & Associates Limited

Hamilton

Bankers

ASB Bank

Auditor

Mark Campbell

Hamilton

Statement of Profit or Loss

Volunteering Waikato

For the year ended 31 December 2015

	NOTES	2015	2014
Trading Income			
Donations & Other Sponsorship		20,293	19,075
Employee Volunteering Income		1,826	2,165
Grant Income - COGS Hauraki		1,000	1,000
Grant Income - COGS Kirikiriroa		4,500	5,000
Grant Income - COGS South Waikato		2,500	2,500
Grant Income - COGS Waikato West		1,500	1,500
Grant Income - Department of Internal Affairs		25,021	27,910
Grant Income - DV Bryant Trust		2,000	2,000
Grant Income - G.D Gallagher Family Trust		17,500	17,300
Grant Income - HCC Community Funds		3,000	2,500
Grant Income - Lion Foundation		5,000	-
Grant Income - Lotteries		94,000	94,000
Grant Income - NZ Community Trust		-	7,900
Grant Income - Trust Waikato		65,000	65,000
Grant Income - WEL Energy Trust		13,500	24,880
Registrations		16,904	17,348
Training Programme Income		4,596	3,278
Unspent Tagged Grants (Movements)		23,523	(25,009)
Total Trading Income		301,663	268,347
Gross Profit		301,663	268,347
Other Income			
Interest Income		8,053	6,200
Sundry Income		2,740	3,365
Total Other Income		10,793	9,566
Total Income		312,456	277,913
Expenses			
ACC Levies		586	532
Advertising		19,704	18,077
Bank Fees		100	90
Catering		865	1,119
Consulting & Accounting		6,005	10,613
Depreciation		5,729	5,768
General Expenses		1,896	1,958
Insurance		1,102	1,133
KiwiSaver Employer Contributions		5,363	4,679
Loss on Sale of Fixed Assets		55	117
Motor Vehicle Expenses		1,022	1,157
Photocopying & Printing		5,306	4,028
Postage & Box Rental		148	261

These financial statements should be read in conjunction with the attached Auditor's Report.

	NOTES	2015	2014
Rent		9,824	17,619
Repairs and Maintenance - Premises		-	276
Salaries & Wages		184,945	161,575
Technology Maintenance & Supplies		3,848	3,908
Telephone & Internet		3,059	6,144
Training Programmes		5,860	8,018
Volunteer Excellence Awards		6,217	6,425
Volunteer Expenses		2,958	2,255
Volunteer Recognition		864	1,153
Travel		6,689	7,087
Stationery		1,236	2,408
Audit Fees		1,000	-
Total Expenses		274,380	266,402
Profit (Loss)		38,076	11,511
Trustees Income		38,076	11,511
Net Trustees Income for the Year		38,076	11,511

These financial statements should be read in conjunction with the attached Auditor's Report.

Balance Sheet

Volunteering Waikato As at 31 December 2015

	NOTES	31 DEC 2015	31 DEC 2014
Assets			
Current Assets			
Cash and Bank			
ASB Accelerator Account		-	2,692
ASB Cheque Account		14,943	35,228
ASB FastSaver		-	145,005
ASB Retail Investment		91,860	76,424
ASB Savings on Call		126,728	-
ASB Savings Plus		25,882	-
Cash on Hand		107	61
Total Cash and Bank		259,520	259,410
Trade and Other Receivables		-	3,295
Total Current Assets		259,520	262,705
Non-Current Assets			
Property, Plant and Equipment		14,051	13,147
Total Non-Current Assets		14,051	13,147
Total Assets		273,571	275,852
Liabilities			
Current Liabilities			
Trade and Other Payables		13,181	18,219
GST Payable		717	12,514
Total Current Liabilities		13,898	30,733
Unearned Income		60,384	83,907
Total Liabilities		74,282	114,640
Net Assets		199,289	161,213
Equity			
Retained Earnings		199,289	161,213
Total Equity		199,289	161,213



Trustee

15-3-16

Dated

These financial statements should be read in conjunction with the attached Auditor's Report.

Statement of Changes in Equity

Volunteering Waikato

For the year ended 31 December 2015

	2015	2014
Trust Capital		
Trust Capital	161,213	149,701
Increases		
Trustees Income for the Period	38,076	11,511
Total Increases	38,076	11,511
Total Trust Capital	199,289	161,213

These financial statements should be read in conjunction with the attached Auditor's Report.



Depreciation Schedule

Volunteering Waikato

For the year ended 31 December 2015

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	METHOD	DEPRECIATION	CLOSING VALUE
Furniture & Fittings								
Blue Filing Cabinets (2) & Stationery Cupboard	1,313	1,064	-	-	10%	DV	106	958
Blue Interviewers Cupboard	606	490	-	-	10%	DV	49	441
Chairs - Stack (6) & Swivel (6)	1,734	809	-	-	10%	DV	81	728
Partitions	300	297	-	-	10%	DV	30	267
Vertical Blinds	1,525	992	-	-	10%	DV	99	893
Total Furniture & Fittings	5,478	3,652	-	-			365	3,287
Motor Vehicles								
Plate (VLUNTR)	817	231	-	-	30%	DV	69	162
Suzuki	19,105	5,406	-	-	30%	DV	1,622	3,784
Total Motor Vehicles	19,922	5,637	-	-			1,691	3,946
Other Assets								
2.66GHz 2GB Dual Core Computer	250	57	-	-	50%	DV	29	29
ASUS Desktop	343	229	-	-	50%	DV	115	115
Computer Upgrades	654	54	-	54	50%	DV	-	-
Computer Workstation - General Manager	2,129	-	2,129	-	40%	DV	710	1,419
Computer Workstation - Regional Co-ordinator	1,309	-	1,309	-	40%	DV	175	1,134
Computer Workstation - Volunteer Co-ordinator	1,310	-	1,310	-	40%	DV	175	1,135
Dell Optiplex 760 Computers (2)	500	146	-	-	50%	DV	73	73
Dynamix UPS	109	36	-	-	50%	DV	18	18
Footpath Signs	783	154	-	-	20%	SL	154	-
Microsoft Software	8,740	23	-	-	60%	DV	14	9
Other Fixed Assets	821	1	-	1	63%	DV	-	-

These financial statements should be read in conjunction with the attached Auditor's Report.

Depreciation Schedule

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	RATE	METHOD	DEPRECIATION	CLOSING VALUE
PB Tech Computer	943	107	-	-	50%	DV	54	54
Pull Up Banner	492	304	-	-	20%	SL	98	206
Server	2,896	2,051	-	-	50%	DV	1,026	1,026
Toshiba Laptop	842	70	-	-	50%	DV	35	35
Xmas Wrap T-shirts (110)	2,255	626	-	-	67%	DV	418	208
Yealink VOIP Phones & Set up	1,940	-	1,940	-	30%	DV	582	1,358
Total Other Assets	26,316	3,858	6,688	55			3,673	6,818
Total	51,716	13,147	6,688	55			5,729	14,051



These financial statements should be read in conjunction with the attached Auditor's Report.

Notes to the Financial Statements

Volunteering Waikato For the year ended 31 December 2015

Reporting Entity

Volunteering Waikato is a trust established by trust deed, and registered under the provisions of the Charitable Trusts Act 1957.

The entity is also a registered charity under the Charities Act 2005, (CC21648) and has donee status.

Basis of Preparation

The financial statements are general purpose financial statements which have been prepared according to Generally Accepted Accounting Practice in New Zealand (NZ GAAP).

Measurement base

These financial statements have been prepared on a historical cost basis, except for certain assets which have been revalued as identified in specific accounting policies below. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement and reporting of financial performance and financial position have been applied:

Differential Reporting

Volunteering Waikato is a qualifying entity under the New Zealand framework for differential reporting. The entity has taken advantage of all differential reporting exemptions.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Revenue Recognition

Revenue is recognised on the following terms:

Interest income is recognised when received.

Grants requiring specified future conditions to be met are recognised as a liability on receipt. The grants are recognised as income over the period that the specified conditions are complete and the associated costs are recognised.

Donations and grants received where there are no future conditions attached are recognised as revenue when received.

Income Tax

Volunteering Waikato is exempt from income tax in accordance with provisions within the Income Tax Act 2007.



Property, Plant and Equipment

Fixed Assets are stated at cost (unless otherwise stated) less aggregate depreciation, and each asset is disclosed separately in the Schedule of Fixed Assets & Depreciation that form part of these financial statements.

Depreciation has been calculated using rates that best reflect the economic life of the Asset concerned. The particular rates and method of calculating depreciation applied are disclosed in the Schedule of Fixed Assets & Depreciation that form part of these financial statements.

Goods and Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Comparative figures

The comparative figures are for a period of 12 months.

Contingent Assets & Liabilities

Volunteering Waikato has no contingent assets or liabilities as at 31 December 2015, (2014 \$Nil).

Lease Commitments

Volunteering Waikato has, at balance date, the following lease commitments:

Lessor:	Hamilton City Council
Commencement Date:	11 December 2014
Term:	5 years
Rent from 1 January 2016:	\$1,503.12 per annum plus GST
Rent Review Dates:	1 January 2017 and annually thereafter

Independent Audit Report

Volunteering Waikato

For the year ending 31 December 2015

To the Board of Volunteering Waikato

I have audited the financial statements. The financial statements provide information about the past financial performance of Volunteering Waikato and its financial position as at 31 December 2015

This information is stated in accordance with the accounting policies set out in the notes to the financial statements.

Responsibilities of the Board

The Board is responsible for the preparation of these financial statements that give a true and fair view of the matters to which they relate and in accordance with generally accepted accounting practice in New Zealand and for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors responsibilities

It is my responsibility to express an opinion on these financial statements based on my audit.
I conducted my audit in accordance with International Standards on Auditing (New Zealand).

Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements that give a true and fair view of the matters to which they relate in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other than my capacity as auditor I have no relationship with, and am independent of Volunteering Waikato

Opinion

In my opinion, the financial statements

* comply with generally accepted accounting practice in New Zealand;

* give a true and fair view of the financial position of Volunteering Waikato as at 31 December 2015 and its financial performance for the year ended on that date.



Mark Campbell CA, B Com
Campbell and Campbell Accounting Consultants
Hamilton

15 March 2016