COMMUNITY FUNDING COMMITTEE

AGENDA

Meeting to be held

TUESDAY 7 FEBRUARY 2017

9.00am

In the Manawatu District Council Manawatu Room, 135 Manchester Street,
Feilding

Richard Templer
Chief Executive
MEMBERSHIP

Chairperson
Councillor Hilary Humphrey

Deputy Chairperson
Councillor Alison Short

Members
Councillor Barbara Cameron
Councillor Stuart Campbell
Councillor Shane Casey
Councillor Alison Short
Her Worship the Mayor, Helen Worboys
ORDER OF BUSINESS

1. MEETING OPENING

2. APOLOGIES

3. CONFIRMATION OF MINUTES

Draft resolution:

That the minutes of the Community Funding Committee meeting held on 1 December 2016 be adopted as a true and correct record.

4. NOTIFICATION OF LATE ITEMS

Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:

4.1 The Council by resolution so decides; and

4.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting.

5. DECLARATIONS OF CONFLICTS OF INTEREST

Notification from elected members of:

5.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and

5.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members’ Interests) Act 1968

6. PRESENTATIONS

There are no presentations.

7. OFFICER REPORTS

7.1 2015 – 2016 PARTNERSHIP FUND REPORT – MANCHESTER HOUSE


7.2 REPRESENTATIVE FUND APPLICATION – STORY, VANESSA

8. CONSIDERATION OF LATE ITEMS

8. PUBLIC EXCLUDED BUSINESS

COUNCIL TO RESOLVE:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) Confirmation of Public Excluded Minutes

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<table>
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<tr>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Grounds under Section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Confirmation of Minutes re 2016 Community Honours Nominations</td>
<td>Section 7(2)(a) - protect the privacy of natural persons, including that of deceased natural persons</td>
<td>Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

10. MEETING CLOSURE
Minutes of a meeting of the Community Funding Committee held on Thursday 1 December 2016, commencing at 1.00pm in the Manawatu District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Cr Hilary Humphrey (Chairperson)  
Cr Alison Short  
Cr Barbara Cameron  
Cr Stuart Campbell  
Cr Shane Casey  
Mayor Helen Worboys

IN ATTENDANCE: Cr Andrew Quarrie  
Richard Templer (Chief Executive)  
Brent Limmer (General Manager – Community and Strategy)  
Frances Smorti (General Manager – People and Culture)  
Michael Hawker (Project Delivery Manager)  
Janine Hawthorn (Community Development Officer)  
Nichole Ganley (Governance Support Officer)

CFC 16/001 APOLOGIES
There were no requests for apologies.

CFC 16/002 REQUESTS FOR LEAVE OF ABSENCE
There were no requests for leave of absence.

CFC 16/003 NOTIFICATION OF LATE ITEMS
There were no requests for late items

CFC 16/004 DECLARATIONS OF CONFLICTS OF INTEREST
Councilor Stuart Campbell declared an interest in item 6.1 – Partnership Fund Report
Councilor Hilary Humphrey declared an interest in item 6.1 – Partnership Fund Report – Manchester House
Councilor Shane Casey declared an interest in item 6.1 – Partnership Fund Report – Feilding & Districts Youth Board

CFC 16/005 PRESENTATIONS
There were no presentations scheduled for this meeting.

CFC 16/006 CHANGE TO ORDER OF BUSINESS

RESOLVED
That item 6.4 "Election of Deputy Chair" be moved to the first item on the agenda.

Moved by: Councillor Alison Short  
Seconded by: Councillor Shane Casey

CARRIED
MINUTES
MEETING
TIME
COMMUNITY FUNDING COMMITTEE
THURSDAY 1 DECEMBER 2016
1.00PM

CFC 16/007 ELECTION OF DEPUTY CHAIRPERSON

Report of the General Manager – Corporate and Regulatory dated 16 November 2016 to elect the deputy Chairperson for the Community Funding Committee.

RESOLVED

1. That the Community Funding Committee use System B of Clause 25 of Schedule 7 of the Local Government Act 2002 for the election of its Deputy Chairperson.

2. That the Community Funding Committee appoints Councillor Alison Short as its Deputy Chairperson.

Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Barbara Cameron
CARRIED

CFC 16/008 2015 - 2016 PARTNERSHIP FUND REPORTS

Report of the General Manager – Community and Strategy dated 23 November 2016 presenting for consideration the 12-month accountability reports from the nine organisations that received partnership funding and entered into an agreement with Council for the period 1 July 2015 to 30 June 2016.

Councillor Shane Casey left the room at 1.07pm and did not partake in the discussion nor vote regarding Feilding and Districts Youth Board. Councillor Shane Casey returned to the meeting at 1.15pm

Councillor Hilary Humphrey left the room at 1.34pm and did not partake in the discussion nor vote regarding Manchester House. Councillor Hilary Humphrey returned to the meeting at 1.47pm

RESOLVED

That the Partnership Fund 12-month accountability report for the Feilding and Districts Youth Board be received and noted.

Moved by: Councillor Barbara Cameron
Seconded by: Her Worship the Mayor, Helen Worboys
CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for Feilding Brass be received and noted.

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Shane Casey
CARRIED
RESOLVED

That the Partnership Fund 12-month accountability report for the Manawatu District Neighbourhood Support Inc be received and noted.

Moved by: Councillor Alison Short
Seconded by: Councillor Shane Casey
CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for the Manawatu Rural Support Service Inc be received and noted.

Moved by: Councillor Hilary Humphrey
Seconded by: Councillor Barbara Cameron
CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for the Manchester House be declined due to requests for more financial information.

Moved by: Councillor Stuart Campbell
Seconded by: Councillor Barbara Cameron
CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for the Palmerston North Surf Lifesaving Club be received and noted.

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Shane Casey
CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for the Social Issues Network Council of Social Services Manawatu Inc be received and noted.

Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Alison Short
CARRIED
RESOLVED

That the Partnership Fund 12-month accountability report for the Te Manawa Family Services be received and noted.

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Shane Casey

CARRIED

RESOLVED

That the Partnership Fund 12-month accountability report for the The Manawatu Historic Vehicle Collection Trust be received and noted.

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Alison Short

CARRIED

CFC 16/009 REPRESENTATIVE FUND APPLICATION – FEILDING BRASS

Report of the General Manager - Community and Strategy dated 24 November 2016 presenting for consideration a Representative Grant application received from the Feilding Brass Inc seeking financial assistance to compete at the New Zealand Brass Band Association National Contest being held in Wellington in April 2017.

RESOLVED

That the Community Funding Committee declines the Representative Grant application received from Feilding Brass Inc seeking financial assistance to compete at the New Zealand Brass Band Association National Contest being held in Wellington in April 2017 due to limited funding availability and concerns about the expenditure being on accommodation and food.

Moved by: Councillor Stuart Campbell

Seconded by: Councillor Barbara Cameron

CARRIED

CFC 16/010 REPRESENTATIVE FUND APPLICATION – WAKELIN-MARSH, LOGAN

Report of the General Manager - Community and Strategy dated 24 November 2016 presenting for consideration a Representative Grant application received from Logan Wakelin-Marsh who is a member of the Feilding High School 1st 15 rugby team which is going on a 10-day Feilding High School Australian Rugby Tour in April 2017.

RESOLVED

That the Community Funding Committee declines the Representative Grant application received from Logan Wakelin-Marsh who is a member of the Feilding High School 1st 15 rugby team which is going on a 10-day Feilding High School Australian Rugby Tour in April 2017 as the application did not meet the funding criteria.
Moved by: Her Worship the Mayor, Helen Worboys
Seconded by: Councillor Shane Casey
CARRIED

CFC 16/011  PUBLIC EXCLUDED RESOLUTION

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) 2016 Community Honours Nomination

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Councillor Shane Casey
Seconded by: Her Worship the Mayor, Helen Worboys
CARRIED

*The meeting went into public excluded session at 2.30pm and resumed open session at 3.00pm For items CFS 16/012 to CFS 16/013 please refer to public excluded minutes.*
CFS 16/014  MEETING CLOSURE

The Chairperson declared the meeting closed at 3.03pm

Approved and adopted as a true and correct record:

- - - - - - - - - - - - - - - - - - - - - -
CHAIRPERSON                        DATE
Community Funding Committee

Meeting of 07 February 2017

Business Unit: Community and Strategy
Date Created: 25 January 2017

2015-16 Partnership Fund Report - Manchester House

Purpose

To present for consideration the Partnership Fund 12-month accountability report from Manchester House for the period 1 July 2015 to 30 June 2016.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Partnership Fund 12-month accountability report from Manchester House for the period 1 July 2015 to 30 June 2016 be received and noted.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 **Contribution to the Council Vision and Council Outcomes**

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
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<td>✓</td>
<td>✓</td>
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</tr>
</tbody>
</table>

2 **Background**

2.1 At the 1 December 2016 meeting of the Community Funding Committee the Committee had been presented accountability reports from nine organisations that Council had agreed to enter into a contract of service, through the Partnership Fund, to provide specific services for the period 1 July 2015 to 30 June 2016.

2.2 The Community Funding Committee did not formally receive the accountability report from Manchester House as it did not have a full copy of the organisation’s annual accounts and report for the year ending 30 June 2016.

3 **Discussion and Options considered**

3.1 Manchester House has since forwarded a full copy of their annual accounts and report for the year ending 30 June 2016 in support of their 12-month Partnership Fund accountability report which are presented to the Committee for their consideration.

4 **Operational Implications**

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 **Financial implications**

5.1 The amount of Partnership Funding allocated to Manchester House for the 2015/16 financial year was $15,000.00 which was funded from the Community Development Fund.

6 **Statutory Requirements**

6.1 There are no statutory requirements relating to this paper.

7 **Delegations**

7.1 The Community Funding Committee has delegated authority to receive reports.
8 Consultation

8.1 There is no consultation required in relation to this paper.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 A copy of the 12-month accountability report and annual report and accounts for the year ending 30 June 2016 from Manchester House are attached.

11 Attachments

- 2015-16 Partnership Fund Report - Manchester House
- 2015-16 Annual Report and Accounts - Manchester House
19 September 2016

Janine Hawthorn
Community Development Advisor
Manawatu District Council
135 Manchester Street
Private Bag 10-001
Feilding

Dear Janine

Partnership Fund Accountability Report 1 July 2015 to 30 June 2016

In keeping with our agreement obligations please find below the:
• Report which covers the highlights and lows for the year

REPORT:

Advice and Information
➢ The Frontdesk position continue to be one of the most vital services we offer yet continues to be one of the most difficult positions to fund.
➢ Our Frontdesk Staff continue to give 100% in responding to each and every client that walks in or phones in a caring, compassionate and professional manner and provides them with the relevant information or refers them to an appropriate alternative service provider as expeditiously as possible.
➢ This position is vital to the smooth, effective and efficient provision of social services for our community and offers clients a seamless service.
➢ The total number of general visits/calls through Manchester House requesting advise and information over the past year was 2,605.
➢ 90% of the clients expressed that they were satisfied or very satisfied with the service/content and delivery of our programmes/services

Budgeting
➢ New clients seeking budgeting assistance: 287 (5.5% increase).
➢ The new and ongoing clients came with total debts of $987,449.82 of which $13,280.98 was in arrears. Total client debt repaid $288,693 (16% increase).
➢ Those that have come into budgeting, 90% say they now have an improved understanding of their finances and have taken action to manage debt.
➢ The number of clients who have taken over the management of their own funds: 215
➢ The Christmas Appeal - there were 112 Write Price Vouchers (53% increase). The amount given to each family who were in need totalled $6,230, they also received gifts for their child/children from the Manawatu Woodworkers Guild, Warwick St Chapel, businesses, and the local people in our community
➢ Total food parcels given out: 1,408 food parcels, vegetables, fruit and bread. (10.5% increase)

Family/Whanau Support
➢ Number of new clients who have received social work and family/whanau support to date is 90 (12.52% increase).
➢ The number of contacts for our Social Work/Family Support Worker 1,088 (15.5%) (this does not include home visits or call outs).
➢ 95% of families/whanau have been enabled and empowered because of the social work they received.
Counselling
- The number of contacts for our Counselling Service: 2,155 (10.4% increase)
- The number of new counselling clients for the year was 172 (2% increase) (65% were families and children). Anxiety, depression, anger, relationship, abuse, stress, trauma, mental and emotional health issues continue to be the most common reasons for seeking counselling.
- 90% of clients say they have been enabled and empowered because of the Counselling support they received.

Op Shop
- All our Op Shop volunteers continue to give 100% in providing excellent customer service to each and every client that walks in or phones in a caring, compassionate and professional manner.
- Customer sales: 13,895 (2% increase).

Legal Advice
- The lawyers from the Community Law Centre – continue to attend once a fortnight to provide free legal advice for anyone requiring assistance.
- We also have Richard Lewis Law attend when clients require Parenting/Protection Orders.
- No. of clients seeking legal advice: 59 (same as last year).

PROGRAMMES:

ASAP
This past year has seen the programmes continue to go from strength to strength with many new children added to the ranks as others leave who don’t require child care anymore.

This year our figures have been as follows.
- AFTERNOON PROGRAMME: An average of 66 attending per day (6% increase).
- MORNING PROGRAMME: An average of 41 attending per day (51% increase)
- HOLIDAY PROGRAMME: An average of 48 attending per day (50% increase) on any given Holiday programme. They have been to Laser Tag, Kids Republic and Inflatable World, Owlcatraz, movies, as well many other smaller excursions.
- There are 255 children enrolled in these programmes. (46% increase).

Alcohol & Drug Youth Programme:
Manchester House continues to lead this programme in collaboration with the School Principals, Police, Youth Aid, Youth Board and Truancy, MidCentral Health and Strengthening Families.

- No. people tested for Drugs: 50 (same as last year)

Senior Leisure and Learning Centre:
- Through the Senior Leisure and Learning Centre we continue to run a exercise programme twice a week on a Tuesday and Friday, a coffee/activity morning is run twice a week, we also have a range of activities such as Indoor Bowls, Rummy-O, Crafts, Housie, Quiz’s, Discussion Topics, Golf Putt, Word Game, Community Kitchen, once a month we organise a Wednesday group to go out, they have gone to Ten Pin Bowling or a movie, then out for a meal together as a group. We have had Speakers in on a Tuesday morning for eg ACC-Falls prevention officer, Volunteer Fire Brigade-Safety in the home, Entertainment every Thursday is held with a wide range of entertainers. This is also a great programme for breaking social isolation and encourages people to come out and socialise with others like themselves in the community in a safe, mutual, friendly environment.
- The client contacts for “our seniors” both senior support and the Senior Centre: 8,519 client contacts and 1,160 telephone calls into this Service total 9,679.
- Grandparents as Parents” support group, meet every month: 30 attendees. (same as last year)
- We continue to work Collaboratively with Alzheimers Manawatu who run a Day Programme for people with dementia twice a week. It is wonderful to see how the other people who come to the programmes will take responsibility for the person with dementia and encourage the carer/partner to go and do something else, so they both have time out from each other. This provides much needed respite for carers.

Highlights
There have continued to be many highlights, clients continue to show improvements in all aspects of their lives.
Clients:
• Being able to respond to referrals as soon as they come in, no waiting list
• Seeing clients make positive decisions for themselves
• Clients contacting staff years later, to thank them for helping them in the past, that they are now living a great life.
• Being able to make a positive difference, in our clients lives
• Being able to provide a holistic range of services for the people in our community
• Seeing clients sit and discuss things together as a couple to make positive choices
• Building a rapport with the clients, even after they leave, they still keep that contact, just to let us know how things are going.
• Empowering the clients to make positive choices that change their life circumstances

SUCCESS STORIES

Family Support/Social Work
Had a single mum come in, she has 2 children, she had her elderly father living with her, who is dependent on oxygen, she was behind in the mortgage, rates, power, they were threatening to sell one of her houses as she owned 2 properties, there was water under the house she was living in, she was a hoarder, had lots of dogs and horses on her property.
The effect this had on her and her family was: serious health problems, children missing school due to ill health and poor nutrition, she was not able to pay accounts which were overdue.
We sat down with the client, made a plan as to what actions needed to take place.
With her full participation we were able to meet with the Manawatu District Council to discuss what, if any options were available to her at this time.
We made contact with the bank, power company, telephone company, property brokers, on her behalf.
Our staff also helped to relocate her and her family as well as the animals, we also provided them with food parcels. We also organised and were involved in a Strengthening Families meeting with other organisations/agencies for i.e. local school, plumbers, mid central health, environmental officers, and the Paws shelter.
This client has sold the properties, is much healthier, children regularly attending school, she is now renting and is financially better off and is managing all of her own affairs. She was very grateful for everything that Manchester House had done to help and support her.

Counsellors
After being admitted to ward 21 for the third time, a suggestion was made to this male to seek counselling support, Manchester House was recommended. This male had a very high stress job and didn’t realise the toll this was having on him. He has been working on his stress and depression since attending counselling. While he has been dealing with his issues, his wife came along to support him and she has been a large part of his recovery, as it turns out, she has been dealing with cancer and is now also in the stages of recovery. She is now seeing the counsellor to deal with, not only her husbands recovery, but also dealing with the aftermath of having had cancer. They are now both in a place where they have cut down on the amount of appointments, and are learning to cope differently. They are both grateful to Manchester House for being able to help them.

Budgeting
Married couple with 2 children – they had massive debts, in and out of jobs, on and off the benefit, our budget adviser sat down with the couple and talked with them about their situation, discussed all options available, with the help from our budget adviser they worked out a financial plan that would work for them, contacted the creditors in regards to repayments, which the clients were fully involved in. Over time the couple became more confident, they could see for themselves the debts reducing. They started to record all transactions in their notebook to keep track of their budget, when something went wrong, they didn’t panic, they were able to work through the situation as a couple to achieve a positive outcome, they were able to think ahead and start a savings account, they even put money aside for wood for the winter, payments towards the car registration and warrant, they also now have contents and car insurance, and have given up smoking which was a huge achievement, as they were both heavy smokers.

Senior Support Services
An elderly woman came into Manchester House as a referral from the ANZ Banking Group four years ago. This client had been physically and mentally abused for many of her younger years which has developed into mental health issues. Over the years this client had turned to alcohol for comfort, became socially isolated, deterioration in health, she had massive debts, family members were taking her money. Over the 4 year period this client has stopped drinking and is now moving forward, all her debts have been repaid, moved her into a safe place, organised a mobility scooter for her, and is able to purchase items for herself. We continue to provide ongoing support for this client. Seeing the positive changes, makes us do what we do for the people in our community.

Key Issues/Trends
• Trends seen through the Family Support/Social Work for the past year has been mainly based around sexual abuse, self harming, suicides, alcohol and drug, people needing legal assistance, i.e. protection /parenting orders.
• Adults attending counselling sessions, bringing their child/children as they don’t have funds for a baby sitters or don’t have anyone that can look after their child/children, which is not really appropriate for the child/children to attend, as some of the content maybe harmful to the child/children, also makes it difficult for the adult to engage fully, as they are distracted.
• Trends through the budget service, is that we are seeing more clients with massive amounts of debt, and are leaving it way too late to do anything about the debts, which makes it really hard to be able to help these clients.
• Home Direct, Good Guys companies etc – Targeting certain streets, using sale pitches that entice our clients into purchasing their items for i.e. label gears, phones, etc. you get to take the items straight away, don’t have to pay outright, pay a certain amount per week, sounds good, but is way more expensive. After clients pay their accounts off, these companies keep harassing the clients to purchase more items.
• Through all the services, a key trend seen are clients phoning/calling in, wanting to make urgent appointments, so the staff, will arrange an appointment especially for them, but they do not show, when they do come back, their response is, we forgot, or they decided not to attend.
• We have seen an increase in the number of referrals across most of our service areas. The complexity of issues is that people are presenting with have been extensive and a number have required immediate inventions to ensure their safety and well-being, this has been extremely concerning and time consuming, this places extreme pressure on our staff.
• Each year the limited amount of funding, places extreme stress on the organisation because of the need to raise the balance of funds to continue to meet our community’s need. These services are vital for the wellbeing of our community.

The ongoing support of the Manawatu District Council is vitally important to our success in the community and ability to continue to provide our services by being able to reduce, violence, crime and abuse etc.

Please convey our sincere thanks to the Council for all that it contributes. We thank you for your financial support in helping us to achieve a positive outcome for the people in our community.

Yours sincerely

Lilyann Hemopo
Funding Manager
MANCHESTER HOUSE
SOCIAL SERVICES SOCIETY (INC.)

43rd ANNUAL REPORT AND ACCOUNTS
2015 - 2016

Presented to the Annual General Meeting
St. Mark’s Methodist Church
11 Grey Street, Feilding
5.00pm, Monday 26th September 2016

68 Aorangi Street, Feilding
Phone: 06 323 6612, 323 7191; Fax: 06 323 0546

E-mail: mhss@inspire.net.nz

Anglican - Methodist - Presbyterian
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Chairman's Report

On the retirement of our previous chairman Rodney Wong, who has done an excellent job for the organisation, I have assumed the role of Acting Chair until the AGM.

As the Acting Chairman, it gives me much pleasure to present to you, my report for the past year.

I would like to pay tribute and give very special thanks to the Manchester House Social Services (MHSS) staff. They have been quite outstanding and supportive in their attitudes, have carried out their daily routines and duties with the utmost professionalism, and continue to show passion for their community and their work. Thank you all for everything you continue to do in support of MHSS and this community of ours.

To our current funders (see page 5), we are most grateful for your continued support. We do acknowledge that funds these days are becoming more difficult to come by, however we trust through our accountabilities and the evidence by which we are able to show that our organisation is making a difference in people's lives, that we may count on your continued support in the future.

The year to the end of June was business as usual for MHSS with all areas showing positive growth. The Op Shop under Amanda's leadership, has shown a solid increase in sales and ASAP with its many helpers, under the leadership of Vicky, has also shown good growth. Both have contributed admirably to our funding. Our special thanks to Amanda and Vicky for all your efforts on our behalf. We do, however, have some work to undertake with Budgeting as the funding model is changing. The Senior Centre continues to grow its profile within the community. The Centre is providing complimentary services to our wider functions encompassing all demographics. Demand for the Foodbank is very strong and we have the flexibility to deal with fluctuating demands as they arise.

Fundraising has had another very successful year with extra special thanks going to the Dancing with the Feilding Stars Committee, staff and volunteers who put together the amazing event, Dancing With the Feilding Stars. They raised $20k. Other successes were the annual Foodbank Drive, The AZNU Fashion Show, the Theme for a Dream dinner and the Feilding Fine Art Sale. Fund raising can be hard work yet can also be very rewarding. Well done everyone for helping and supporting MHSS, the money you have raised is very much appreciated.

The physical condition or state of the buildings owned by MHSS, which include our main office building on Aorangi Street and the Op Shop building on the corner of Stafford and Fergusson Streets, both currently have up-to-date compliance certificates. However, the condition of the roof of our Op Shop building is causing us concern and while we have been distracted by other matters in recent weeks, the leaks continue. What is really needed is a new roof and verandah but for this upgrade and repair, we will need to seek outside funding, probably close to $200k.

Your Board has plenty to work on and it seems more than likely that we will seek to engage a couple of new members as we are now a large enterprise and we could do with additional people with the ability to contribute both professional and business skills.

I have no doubt that the coming year will throw up some new challenges to confront us, however, with our current team of staff, Board members and volunteers, I feel we will be well placed to meet whatever comes our way with the same ability and positive approach which has seen us through so much over the past year.

Kevin Darragh
Acting Chairman
Acting Chief Executive Report

This brief report is prepared in the absence of the Chief Executive who is on leave. The writer is acting Chief Executive at the time of writing.

Manchester House is holding its position as a crucial and relevant social services provider for Feilding. The statistics for the last year show continuous demand for the services we provide.

The key advantage to the community are the enthusiastic and well trained staff who are passionate about their work. They always go the extra mile and they coordinate the many and varied services we provide in a way which offers an holistic social services environment in support of community wellbeing.

In 2012/2013 the annual report focused on the Governance and development of the organisation and significant changes have been made to streamline and modernise the governance and development planning functions.

In 2014/2015 the focus was on funding and long term funding options. The year also gave emphasis to careful budgeting and cost controls to make the organisation leaner.

In the year 2016/2017 the organisation will build in the firm foundation build in recent years by continuous improvement in the area of strategic planning, lean operations, staff training and the continuous development of external relationships and image building. This work will raise the profile of the organisation and embed it further in the minds of the people it serves.

The future and potential of Manchester House continues to bring many exciting opportunities which are able to meet the changing needs of the community. These opportunities are waiting to be captured by the enthusiastic Board and operational staff.

Marilyn Craig  
Acting Chief Executive
Funding and Yearly Visits/Calls Statistics Manchester House

We are extremely grateful to all the funders that have supported us over the past year, so a big thank you to the Arthur Hopwood Trust, Feilding Rotary Club, Caroline Uren Bequest, Community Organisations Grants Scheme, Central Energy Trust, Eastern and Central Community Trust, Horizons Rates Rebate, James Gibb Fund, Manawatu District Council, NZ Lottery Grants Board Community, Pakeke Lions Club, RC Reed Trust, Thomas George Macarthy Trust, Ministry of Social Development, Family and Community Services, OSCAR Grant, Anglican Diocese of Wellington and Dance Unlimited.

We would also like to thank our Accountants at BDO, Honorary Solicitor, Jane Signal, the Board, volunteers, and Feilding Community for their ongoing support, hard work, commitment and dedication.

![Bar Chart: Total Number of Clients' Contacts for Manchester House](chart)

The demand from within our community for our services for the 2015/2016 financial year totaled 58,045 (calls/visits). The specific details for the financial year are as follows:

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Clients/Visits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASAP</td>
<td>22,718</td>
</tr>
<tr>
<td>Budgeting</td>
<td>2,093</td>
</tr>
<tr>
<td>Counselling</td>
<td>2,155</td>
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<tr>
<td>Elderly Support Services</td>
<td>9,735</td>
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<tr>
<td>Family Support/Social Work</td>
<td>1,088</td>
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<tr>
<td>Foodbank</td>
<td>1,408</td>
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<tr>
<td>Information/Front Desk</td>
<td>2,605</td>
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<tr>
<td>Legal Advice</td>
<td>59</td>
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<tr>
<td>Manawatu Rural Support</td>
<td>55</td>
</tr>
<tr>
<td>Opportunity Shop</td>
<td>13,895</td>
</tr>
<tr>
<td>Outside Services</td>
<td>234</td>
</tr>
</tbody>
</table>

*ASAP – After/Before School Activity & Holiday Programmes

To support this there were 13,549 outgoing calls to creditors, Child, Youth and Family, Work and Income Support, Mid-Central Health and many other organisations.
Service Reports

ASAP is in great shape with our roll remaining fairly consistent over the last financial year in both the morning and afternoon programmes. We are still using up to five staff in the morning and up to nine in the afternoon. Absences on most days bring this back into the 70’s. The Holiday programme has seen an increase in attendance, particularly from children who do not access our other services.

Even though our statistics reflect numbers much the same as last year, because of the increase in certain schools, we have had to run three vans every day except for Friday. Two vans run in the morning. The acquisition of our new van has most definitely been a huge plus and the children keep requesting that they be picked up in the “flash van”

New staff members that have been employed in the past twelve months are Katie Rodgers. Katie helps us in the Holiday programme. Her skill and expertise has been a great help in this area. Our other new staff member is Brooke Boerboom. Brooke has joined us only very recently and is working out very well. She is well liked by the children being only 17 years herself. Also Merren Rostron has from time to time come and helped out when needed. Thank you to all the staff for their role at ASAP.

Staff leaving were William Greed, who went on to full time employment. We wish William all the very best and he is missed by the staff and the children.

Overall we are extremely pleased with our growth and position in the community. We are a positive and much needed business with an excellent reputation helping the Feilding Community to ensure their children are cared for.

Vicki Greed
ASAP Manager

Budget Service

Food Bank
We would like to take this opportunity to thank our Churches - Knox Presbyterian, St. Mark’s Methodist and the Oroua Parish Anglican, the local schools – Manchester St School, Lytton St School, St. Joseph’s School, North St School, the Feilding High School, the Feilding McDonalds, Linton Parish, Gilmore, White Price Feilding, Feilding Countdown, the Secret Garden Childcare Centre, the Feilding Girl Guides, the Rewa Country Women’s Institute and the local people in our Community for their contributions for our foodbank, as this has stayed well supplied during the year. The donations of dry products, as well as fresh fruit and vegetables have a made a significant difference to many people’s lives. We gave out a total of 1,408 food parcels, vegetables, fruit and bread.

Christmas Appeal
This year 112 Write Price vouchers were given out to families and individuals in need. A total of $6,230 was received from the community. The vouchers once again excluded alcohol, cigarettes and cash.

The Warwick St Chapel and the Manawatu Woodworkers Guild were once again generous with a wonderful variety of knitted goods, wooden toys and donations from the local schools, businesses and our community of toys, books. Our families are very appreciative of their support at Christmas and it does make a difference.
Budgeting

The Budget Service carried a caseload of 287 clients for the year with total debt of just over $2,000,000.00. This represents a slight increase in actual client numbers from the previous financial year (274 clients), the current client base involves a substantial increase in associated debt - in the region of $900,000.00.

The major areas of debt were in relation to the following:
- Bank Loans (excluding Mortgages)
- Mortgages
- Government Debt (WINZ and Fines)
- Finance Company Loans
- Retail Store Cards
- Communications related expenses (e.g. Spark and Vodafone)
- Professional Services
- Accommodation arrears

The majority of people live up to the full extent of their income leaving themselves financially vulnerable in the event that work hours are reduced, they encounter a compete loss of employment or suffer illness. In the event of marriage/relationship breakdown often the remaining partner is left with managing the finances which is often impossible. This can lead to goods and possessions being surrendered or sold in an effort to avoid insolvency.

Purchasing vehicles (in many cases for kudos as opposed to practicality) is another significant contributor to high debt loads. The outlay for maintaining and running the vehicle together with the costs of registration and insurance are often overlooked initially. The consumption of, and reluctance to "give up" cigarettes is another significant factor, with some clients spending in excess of $100.00 per week.

As a result of significant need in the Community, the Budgeting Service is in the process of looking for individuals to become Advisors and if you, or someone you know, would be interested please let us know.

I take this opportunity to extend whole-hearted thanks to Megan Hinks, Ian Cook, Mihi Abraham and Melissa Vartha for their dedicated and valued contribution to the Budgeting Service over the past year.

Peter Hahn
Debt Manager

Counselling service

This past year has been challenging for the counsellors as we have had four part time counsellors each working different days to make up the service we provide to the public. We have a large variety of clients from a range of backgrounds and socio-economic situations.

During the year Lea has been on an extensive holiday with her family where she helped train a group of people to do counselling work with people of their own nationality and language.

Mary has moved on as she has her own practice which has developed enough for her to be full time with it. Mary has been a great contribution to the service as she has brought a lot of knowledge from a diverse background.

Bronwyn has been studying hard throughout the year putting a lot of effort into not only her study but also her practical work with the client case load she had. While she was doing her practical she was dealing a lot with the elderly.

Chris has a steady case load. We now only have two counsellors to cover the load.
There is a large portion of clients with anxiety, depression, stress, anger and relationship issues. These are the most common reason for people seeking counselling. However the deeper underlying issues of poor self esteem, loss, grief, attachment, domestic violence, abuse and trauma, which most of our clients have experienced in one form or other, need to be worked with so the client has a suitable outcome. We are also experiencing a large number of our clients who suffer from Post Traumatic stress Disorder as we look deeper into their past life and uncover issues that they have avoided to get help for.

Self referral continues to be the main source of those requesting counselling with the rest coming from the local GPs, and others such as the police and probation etc.

As a team we have all attended workshops and seminars on different subjects and have shared our learnings with the rest of the team at our monthly team meetings.

At this time we are having to create a waiting list for our service as with two counsellors and the increasing work load we can not deal with clients straight away.

Chris Masters
Counsellor

**Family/Whanau Support**

Hello everyone well it’s all downhill until Christmas and it’s been a very busy year once again.

Here are some statistics for 2015 -2016.

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<thead>
<tr>
<th>Month</th>
<th>Family</th>
<th>Children</th>
<th>Maori</th>
<th>European</th>
<th>Other</th>
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<td>Jan 16</td>
<td>5</td>
<td>12</td>
<td>2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Feb</td>
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<td>14</td>
<td>2</td>
<td>7</td>
<td></td>
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<td>12</td>
<td>13</td>
<td>4</td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

There has been a large number of Clients requesting Parenting Orders/Protection Orders, this has been difficult, as to get a lawyers appointment quickly, has nearly been impossible, but, now, I have been able to arrange for Richard Lewis of Richard Lewis Law from Palmerston North to come into Manchester House around 4.30 to 5.30pm when required. Richard takes the notes from the clients, then all the client have to do is go over to his office the next day, read the affidavit and then affirm it at the court, providing it’s in the court system by 3pm, you can normally have a response by 5pm the same evening.

Referrals are coming from: CY&F, the Police, Self-referrals, Hospital Social Workers, Probation, doctors, etc.

**Dancing With the Feilding Stars**

Well another amazing function raising $20,000. A very Big Thank You to Pat Ashton for being on the Committee as a Governance Member, and supporting this fundraiser. Also a very big thank you to all the other committee members and volunteers that make it such an amazing event.
Blue Light Disco for Elderly
We held this disco for the Elderly folk at the Feilding Civic Centre to see how it would go and it was amazing, we thought if we could get 25 elderly to the disco we would be thrilled, we got 102 Elderly. They all had a ball. Our Senior Centre staff came and did the afternoon tea for all our elderly.

Knitting
I have lots of beautiful Knitting coming from the Knit & Natter group from the library, which I'm very grateful for.

Reception:
Big thanks to Debbie Henderson who goes over and beyond her duties to assist us with the Data base and fixing our computers.

Robyn Duncan
Family/Whanau Support Worker

Op Shop (making old things new again)

We have had an amazing 12 months, with takings especially for the start of 2016 the being well up on anything on record!

A big part of this is due to the stock we buy from ezibuy but also due to the fact that we have become very controlled over what donated stock makes it to our racks. As a result of this we have found that our donated goods have improved immensely.

Our shop is always changing which keeps it interesting and engaging to both our regular customers and to those who are new to our shop. By painting walls, changing the shop layout and constantly updating displays we can make it new and fresh each week, this I see as a huge point of difference between us and the other op shops in town.

Over Wellington Anniversary weekend we had a stall at the Wanganui Vintage flea market. It ran over the Saturday and Sunday and was a huge success for us, not only financially but also in publicizing our vintage room. We have had many people who saw us at the market coming into the shop which is brilliant. We will certainly be doing this again.

We had another AZNU fashion show in April which had some stressful moments but turned out to be another successful event, with great sales on the night and for the week following. Next years is already booked in for April 2017.

This year we also joined in on a charity shopping trail map; this shows all the major op shops in both Palmerston North and Feilding so with luck will bring us more customers. Op shopping is very on trend right now and we are busier than ever, some days it hard to just keep up!

Finally I got around to starting a face book page for the shop which is proving very popular so check us out we are under Manchester House Op Shop and like and share our page if you would please.

Amanda Street
Op Shop Manager

Senior Support Services

Senior Support
The focus of my role continues to be assisting older people to remain living independently in their own homes for as long as this is possible while maintaining a good quality of life. This is achieved by addressing issues that affect a
senior person’s ongoing wellbeing by providing appropriate and timely services, intervention, information / how to access this and referrals to appropriate services. Advocacy and information are the keys to providing an effective service but perhaps more importantly is building trusting relationships with clients as well as working collaboratively with other agencies to achieve positive outcomes.

The age group supported continues to be people in their late 70’s and older with decreasing physical / mental health, mobility issues and a deteriorating ability to cope with daily living tasks.

Issues presented are:
- Personal care, home management, meal preparation, shopping - Referrals to Support Links for Home Management / Personal Care.
- Decreasing mobility in and around home - Referrals to Occupational Therapy and Physiotherapy for mobility aids / equipment to assist in daily living and Total Mobility Assessments.
- Work and Income: Reviews and new applications - Information on entitlements, advocacy and practical assistance to receive entitlements from Work and Income.
- Isolation - Social information and referrals to Senior Centre, Van Trips and Age Concern Accredited Visiting Service.
- Elder Abuse. I have had several cases of Elder Abuse this year and have worked closely with Age Concern to resolve these issues.
- Advocacy for clients in with dealing with other agencies such as ACC and Support Links is increasing as eligibility for services appears to becoming harder to access.

July 01 2015 – June 30 2016 Statistics

<table>
<thead>
<tr>
<th>Month</th>
<th>New Clients</th>
<th>Reactivated Clients</th>
<th>Ongoing Clients</th>
<th>Total Clients</th>
<th>Calls to Clients</th>
<th>Non Contact Client Calls</th>
<th>Face to Face</th>
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<td>TOTAL</td>
<td>78</td>
<td>51</td>
<td>76</td>
<td>205</td>
<td>588</td>
<td>436</td>
<td>216</td>
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</table>

Bronwyn Gudopp
Senior Support Worker

Senior Centre

Programme numbers for the senior centre continue to meet the needs of the community and have the capacity to increase this service, the centres hire is generating both foot traffic and income. Our key hire groups are as follows: Marion Kennedy club, Central PHO, Bay Audiology, Helen O’Grady Dance and Emanuel’s mission.

Centre maintenance has been minimal and included new bifold doors for the kitchen, the yearly replacement of florescent lights in the centre, a Staff only toilet cubicle and the fixing of the leaking taps. We also now have a gardener that weeds our grounds monthly.
Vantrips
The van outings operated from July to December 2015, there have been 159 attendees on these weekly trips. They travelled to Matamau, Masterton, Petone, Managatainoka, Whanganui, Levin, Danniverke, Foxton, Napier, Apiti and Pahiatua. A big thank you to all our volunteers and drivers for their dedication and support.

Statistics for 2015 -2016
(Data is collected from attendance sheets, note some months are 5 weeks.)

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<thead>
<tr>
<th></th>
<th>Coffee Tue am</th>
<th>Exercise Tue pm</th>
<th>Coffee Wed am</th>
<th>Rummy Wed pm</th>
<th>Exercise Thu am</th>
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Sandy Hirst
Senior Centre Co-ordinator
INDEPENDENT AUDITORS REPORT

To the members of Manchester House Social Services Society Incorporated

Report on the Performance Report

We have audited the accompanying performance report of Manchester House Social Services Society Incorporated which comprise the entity information, statement of service performance, statement of financial performance and statement of cash flows for the year then ended 30 June 2016, the statement of financial position as at 30 June 2016 and the accounting policies and other explanatory information.

The Responsibility of the Committee’s for the Performance Report.

(a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;

(b). The committee are responsible for the preparation and fair presentation of the performance report which comprises:

- The entity information; and
- The statement of service performance; and
- The statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report

In accordance with the Public Benefit Entity Simple Format Reporting-Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

(c). For such internal control as the committee determine is necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

Auditor’s responsibility

Our responsibility is to express an opinion on the performance report based on our audit. We conducted our audit of the statement of financial performance, statement of movement in equity, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand), and the audit of the entity information and statement of service performance in accordance with the International Standard on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement.
An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance report, including performing procedures to obtain evidence about and evaluating whether the reported outcomes and outputs and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures selected depend on the auditor’s judgment, including the assessment of the risk of material misstatement of the performance report, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control relevant to the entity’s preparation and fair presentation of the performance report 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 the accounting estimates made by management, as well as evaluating the overall presentation of the performance report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in Manchester House Social Services Society Incorporated.

Basis of qualified opinion on financial performance

There was no system of internal control over income from donations, fundraising and other similar activities, membership fees, opportunity shop income and other income on which we could rely for the purpose of our audit, and there were no practical audit procedures that we could adopt to independently confirm that all income from donations, fundraising and other similar activities, membership fees, opportunity shop income and other income was properly recorded. The committee recorded operating revenue from donations, fundraising and other similar activities, membership fees, opportunity shop income and other income of $221,036 (2015: $216,476).
Qualified Opinion on financial performance

In our opinion, except for the possible effects of the matters described in the Basis for qualified opinion paragraph above, the performance report in pages 2 to 14:

(a). the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;

(b). The performance report presents fairly, in all material aspects,

- The entity’s information for the year then ended; and
- The statement of service performance for the year then ended; and
- the financial position of Manchester House Social Services Society Incorporated, and of its financial performance and cash flows for the year then ended.

In accordance with Public Benefit Entity Simple Reporting – Accrual (Not For Profit).

Pinny & Associates Ltd.
Qualified Auditors
Chartered Accountants
10 November 2016
Palmerston North
Manchester House Social Services Society Inc

Entity Information

As at 30 June 2016

Manchester House Social Services Society Inc is an incorporated society, registered under the Incorporated Societies Act 1903.

ENTITIES PURPOSE OR MISSION:

Mission: To provide non-judgemental, non-discriminatory, compassionate, caring support to those in the Feilding and surrounding Manawatu district.

Vision: To provide relevant Social Services that effectively and appropriately address the needs of individual, families and the community.

ENTITY STRUCTURE:

1. GOVERNANCE AND MANAGEMENT

The Board consists of up to:

Two representatives appointed to membership of the Board by the Vestry of the Anglican Parishes of the Oroua District, Feilding-Oroua Methodist Parish, Feilding Oroua Presbyterian Parish, the Chairperson, two community representation.

2. CEO

Responsible to the Board.

Operating Service Managers who offer critical community based social services in the areas of: Advocacy, Alcohol & Drug youth worker, After/Before School & Holiday Programmes, Budgeting, Counselling, Debt Management, Exeeds, Grandparents Support Group, Family/Whanau Support Worker, Foodbank, Information Services Helpdesk, Legal advice, low cost essential items via our Opportunity Shop, Senior Leisure & Learning Centre, Senior Support Worker, Taxi Mobility Vouchers, Van trips for the elderly.

MAIN SOURCES OF THE ENTITY CASH AND RESOURCES:

57% Service and Trade income
33% Government Funding (Central & Local)
3% Philanthropic trusts
2% Donations

MAIN METHODS USED TO RAISE FUNDS:

Income generated from our Opportunity Shop and ASAP (After/Before School & Holiday Programme).

Fundraisers for eg: Dancing with the Feilding Stars, Feilding Fine Arts Sale, AZNU combined Op Shop, Fashion Show, funding applications to Central & Local Government to deliver their social services policies.

In the event of a surplus, funds are invested in building upgrades and resources to consistently improve the quality of services provided and appropriate expansion projects.
ENTITIES RELIANCE ON VOLUNTEERS AND DONATED GOODS OR SERVICES:

Manchester House Social Services relies on volunteers in significant areas of our organisation such as, the Governance Board which is made up totally by volunteers who give their time and expertise to ensure the organisation is run effectively, the Opportunity Shop, Senior Support Services, Budgeting service, Van trips, the Grandparents support group, Foodbank, firewood, fundraising and the annual food drive.

ADDITIONAL INFORMATION:

Manchester House is the main social services provider for the Manawatu district, our organisation is unique and has been operating successfully for over 40 years. The wide ranging holistic one stop shop approach means that Manawatu residents have access to a range of services that help to reduce inequalities, empower participants to take responsibility for their lives and enable them to move on.

CONTACT DETAILS:

Physical Address: 68 Aorangi Street, Feilding
Postal Address: PO Box 349, Feilding
Phone/Fax: Ph: 063237191 FX: 063230346
Email/Website: Email: mhsa@inspria.net.nz
**MANCHESTER HOUSE SOCIAL SERVICES SOCIETY INC.**

**STATEMENT OF SERVICE PERFORMANCE**

For the year ended 30 June 2016

Description of the Entity's Outcomes: To provide non-judgemental, no discriminatory, compassionate, caring support to those in the Feilding and surrounding Manawatu district.

<table>
<thead>
<tr>
<th>Description and Quantification (to the extent practicable) of the Entity's Outputs:</th>
<th>Actual This Year</th>
<th>Actual Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Counselling</td>
<td>2155</td>
<td>1952</td>
</tr>
<tr>
<td>Budgeting</td>
<td>2093</td>
<td>2995</td>
</tr>
<tr>
<td>Foodbank</td>
<td>1403</td>
<td>1273</td>
</tr>
<tr>
<td><strong>Senior Support Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ezee Meals</td>
<td>210</td>
<td>261</td>
</tr>
<tr>
<td>Van Trip Attendees</td>
<td>159</td>
<td>416</td>
</tr>
<tr>
<td>Taxi Book Issues</td>
<td>536</td>
<td>728</td>
</tr>
<tr>
<td>Grandparents Support Group</td>
<td>30</td>
<td>30</td>
</tr>
<tr>
<td>Senior Centre Calls/Visits</td>
<td>7615</td>
<td>9594</td>
</tr>
<tr>
<td>Senior Support Worker Calls/Visits</td>
<td>904</td>
<td>624</td>
</tr>
<tr>
<td>Senior Dinner</td>
<td>230</td>
<td>230</td>
</tr>
<tr>
<td>Family/Whanau Support Worker</td>
<td>1088</td>
<td>942</td>
</tr>
<tr>
<td>Legal Advice</td>
<td>59</td>
<td>60</td>
</tr>
<tr>
<td>General</td>
<td>2505</td>
<td>3051</td>
</tr>
<tr>
<td><strong>ASAP Programme</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Holiday Programme</td>
<td>1190</td>
<td>960</td>
</tr>
<tr>
<td>Before Programme</td>
<td>8291</td>
<td>5612</td>
</tr>
<tr>
<td>After School Programme</td>
<td>13237</td>
<td>12164</td>
</tr>
<tr>
<td>OP Shop</td>
<td>13895</td>
<td>13714</td>
</tr>
<tr>
<td>Manawatu Rural Support</td>
<td>55</td>
<td>146</td>
</tr>
<tr>
<td>Outside Services</td>
<td>234</td>
<td>200</td>
</tr>
</tbody>
</table>
Manchester House Social Services Society Inc.

Statement of Financial Performance
For the Year Ended 30 June 2016

<table>
<thead>
<tr>
<th>Note</th>
<th>Revenue Description</th>
<th>Actual 2016 $</th>
<th>Actual 2015 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Donations, fundraising and other similar revenue</td>
<td>46,390</td>
<td>60,637</td>
</tr>
<tr>
<td>3</td>
<td>Fees, subscriptions and other revenue from members</td>
<td>130</td>
<td>122</td>
</tr>
<tr>
<td>4</td>
<td>Revenue from providing goods or services</td>
<td>785,205</td>
<td>781,695</td>
</tr>
<tr>
<td>5</td>
<td>Interest, dividends and other investment revenue</td>
<td>6,676</td>
<td>10,877</td>
</tr>
<tr>
<td>6</td>
<td>Other revenue</td>
<td></td>
<td>7,793</td>
</tr>
<tr>
<td></td>
<td>Total Revenue</td>
<td>840,311</td>
<td>861,124</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Less Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td>9</td>
</tr>
<tr>
<td>10</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
Manchester House Social Services Society Inc.

Statement of Financial Position

As at 30 June 2016

<table>
<thead>
<tr>
<th>Note</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Bank Balances</td>
<td>11</td>
<td>274,172</td>
</tr>
<tr>
<td>Trade Debtors</td>
<td></td>
<td>32,592</td>
</tr>
<tr>
<td>Prepayments</td>
<td></td>
<td>1,591</td>
</tr>
<tr>
<td>inventories</td>
<td></td>
<td>10,839</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td></td>
<td>319,194</td>
</tr>
<tr>
<td>Non Current Assets</td>
<td>12</td>
<td>948,093</td>
</tr>
<tr>
<td>Property, Plant &amp; Equipment</td>
<td>12</td>
<td>948,093</td>
</tr>
<tr>
<td>Total Assets</td>
<td></td>
<td>1,267,292</td>
</tr>
<tr>
<td>Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade Creditors</td>
<td></td>
<td>23,866</td>
</tr>
<tr>
<td>GST Payable</td>
<td></td>
<td>13,820</td>
</tr>
<tr>
<td>Provisions</td>
<td></td>
<td>33,802</td>
</tr>
<tr>
<td>Other Current Liabilities</td>
<td>13</td>
<td>33,802</td>
</tr>
<tr>
<td>Total Current Liabilities</td>
<td></td>
<td>56,249</td>
</tr>
<tr>
<td>Non Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Term Loans - Secured</td>
<td>15</td>
<td>58,000</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td></td>
<td>135,564</td>
</tr>
<tr>
<td>Net Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retained Income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Accumulated Funds</td>
<td></td>
<td>1,081,728</td>
</tr>
</tbody>
</table>

Authorised for issue on behalf of the Council:

Chairperson

SDD Central (III) Limited
Manchester House Social Services Society Inc.

Statement of Cash Flows
For the Year Ended 30 June 2016

<table>
<thead>
<tr>
<th>Note</th>
<th>2016 $</th>
<th>2015 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash Flows from Operating Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash was received from:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donations, fundraising and other similar revenue</td>
<td>45,306</td>
<td>60,637</td>
</tr>
<tr>
<td>Fees, subscriptions and other revenue from members</td>
<td>136</td>
<td>122</td>
</tr>
<tr>
<td>Revenue from providing goods or services</td>
<td>795,343</td>
<td>765,410</td>
</tr>
<tr>
<td>Interest, dividends and other investment revenue</td>
<td>8,675</td>
<td>10,877</td>
</tr>
<tr>
<td><strong>Total Cash Flows from Operating Activities</strong></td>
<td><strong>850,449</strong></td>
<td><strong>857,048</strong></td>
</tr>
<tr>
<td>Cash was applied to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Volunteer and employee related costs</td>
<td>627,761</td>
<td>604,372</td>
</tr>
<tr>
<td>Costs related to providing goods or services</td>
<td>115,395</td>
<td>112,873</td>
</tr>
<tr>
<td>Other expenses</td>
<td>87,781</td>
<td>74,117</td>
</tr>
<tr>
<td><strong>Net Cash Flows from Operating Activities</strong></td>
<td><strong>630,937</strong></td>
<td><strong>791,364</strong></td>
</tr>
<tr>
<td>Cash Flows from Investing Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash was received from:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Purposes Grant</td>
<td>-</td>
<td>7,793</td>
</tr>
<tr>
<td><strong>Total Cash Flows from Investing Activities</strong></td>
<td><strong>-</strong></td>
<td><strong>7,793</strong></td>
</tr>
<tr>
<td>Cash was applied to:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments to acquire property, plant and equipment</td>
<td>6,606</td>
<td>37,697</td>
</tr>
<tr>
<td><strong>Net Cash Flows from Investing Activities</strong></td>
<td><strong>(6,606)</strong></td>
<td><strong>(30,904)</strong></td>
</tr>
<tr>
<td>Cash at the Beginning of the Year</td>
<td>256,591</td>
<td>256,343</td>
</tr>
<tr>
<td>Cash at the End of the Year</td>
<td><strong>274,172</strong></td>
<td><strong>256,591</strong></td>
</tr>
</tbody>
</table>

This is represented by:

| Cash on Hand | 654 | 637 |
| ASAP Cheque Account | 10,555 | 10,655 |
| ASAP Online Saver Account | 21,038 | 30,191 |
| Manchester House Centre Cheque Account | 16,937 | 58,486 |
| Manchester House Centre Online Saver Account | 15,422 | 4,916 |
| Ezee Meals Cheque Account | 3,318 | 3,054 |
| TSB Bank Premier Account | 153,126 | 122,819 |
| Manchester House Centre Van Replacement Fund | 23,358 | 6,433 |
| Westpac Sailing Fund | 21,674 | 20,034 |

**Total Cash & Bank Balances**

| 274,172 | 256,591 |
Manchester House Social Services Society Inc.

Notes to and forming part of the Performance Report

For the Year Ended 30 June 2016

1 Statement of Accounting Policies

Reporting Entity
Manchester House Social Services Society Inc. is an incorporated society, registered under the Incorporated Societies Act 1908.

The performance report of Manchester House Social Services Society Inc. has been prepared according to generally accepted accounting practice in New Zealand as determined by the External Reporting Board.

The incorporated society is involved in the business of a social services provider.

Statement of Compliance and Basis of Preparation
Manchester House Social Services Society Inc. is eligible to apply Tier 3 PBE Accounting Standards: PBE SFRA (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. The incorporated society has elected to report in accordance with PBE SFRA (NFP). All transactions in the Performance Report are reported using the accrual basis of accounting.

The accounting principles recognised as appropriate for the measurement and reporting of the Statement of Financial Performance and Statement of Financial Position on a historical cost basis are followed by the incorporated society, unless otherwise stated in the Specific Accounting Policies.

The information is presented in New Zealand dollars. All values are rounded to the nearest $.

The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Specific Accounting Policies
The following specific accounting policies which materially affect the measurement of the Statement of Financial Performance and Statement of Financial Position have been applied:

(a) Revenue Recognition
Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, to the extent it is probable that the economic benefits will flow to the incorporated society and revenue can be reliably measured.

Sales of services are recognised in the period by reference to the stage of completion of the transaction at the end of the reporting period.

(b) Inventories
Inventories are stated at the lower of cost, using a first-in-first-out basis, and net realisable value. Donated opportunity shop stocks are shown at a nil value.

(c) Trade Receivables
Trade Receivables are recognised at estimated realisable value.
Manchester House Social Services Society Inc.

Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2016

(d) Property, Plant & Equipment

Property, plant and equipment is recognised at cost less aggregate depreciation. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacement that are eligible for capitalisation when these are incurred.

All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred.

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007.

Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

(e) Operating Leases

Lease payments under an operating lease are charged as expenses in the periods in which they occur.

(f) Income Tax

The incorporated society has charitable status and is exempt from income tax.

(g) Goods and Services Taxation (GST)

Revenues and expenses have been recognised in the performance report exclusive of GST except that recoverable GST input tax has been recognised in association with the expense to which it relates. All items in the Statement of Financial Position are stated exclusive of GST except for receivables and payables which are stated inclusive of GST. The incorporated society is registered for GST.

(h) Contracts and Grants Revenue

Contracts and grants received are recognised in operating revenue, unless specific conditions attach to a contract or grant and repayment of the funds is required where these conditions are not met. In these cases, the revenue is treated as a liability until the conditions are met.

(i) Changes in Accounting Policies

The incorporated society transitioned on 1 July 2015 to general purpose financial reporting in accordance with PBE SFR-A (NFP). The transition had minimal impact on the accounting policies of the incorporated society.

<table>
<thead>
<tr>
<th>2 Donations, fundraising and other similar revenue</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donations &amp; Fundraising</td>
<td>$46,300</td>
<td>$60,637</td>
</tr>
<tr>
<td>Total Donations, fundraising and other similar revenue</td>
<td>$46,300</td>
<td>$60,637</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3 Fees, subscriptions and other revenue from members</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Fees</td>
<td>$130</td>
<td>$122</td>
</tr>
<tr>
<td>Total Fees, subscriptions and other revenue from members</td>
<td>$130</td>
<td>$122</td>
</tr>
</tbody>
</table>
Manchester House Social Services Society Inc.

Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2016

<table>
<thead>
<tr>
<th>4 Revenue from providing goods or services</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants</td>
<td>$62,232</td>
<td>$96,837</td>
</tr>
<tr>
<td>Contracts</td>
<td>$255,643</td>
<td>$272,416</td>
</tr>
<tr>
<td>Parent Fees/WinZ ASAP</td>
<td>$248,425</td>
<td>$214,231</td>
</tr>
<tr>
<td>Sales - Op Shop &amp; Trading Post</td>
<td>$166,519</td>
<td>$143,005</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>$43,131</td>
<td>$45,319</td>
</tr>
<tr>
<td>Ezea Meals Sales</td>
<td>$6,255</td>
<td>$8,865</td>
</tr>
<tr>
<td><strong>Total Revenue from providing goods or services</strong></td>
<td><strong>$765,205</strong></td>
<td><strong>$781,695</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5 Interest, dividends and other investment revenue</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Received</td>
<td>$8,676</td>
<td>$10,877</td>
</tr>
<tr>
<td><strong>Total Interest, dividends and other investment revenue</strong></td>
<td><strong>$8,676</strong></td>
<td><strong>$10,877</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6 Other revenue</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Purposes Grant</td>
<td>$</td>
<td>$7,793</td>
</tr>
<tr>
<td><strong>Total Other revenue</strong></td>
<td>$</td>
<td><strong>7,793</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7 Volunteer and employee related costs</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC Levies</td>
<td>$1,978</td>
<td>$1,578</td>
</tr>
<tr>
<td>Conference &amp; Training</td>
<td>$3,549</td>
<td>$3,804</td>
</tr>
<tr>
<td>Volunteer Travel &amp; Expenses</td>
<td>$334</td>
<td>$1,855</td>
</tr>
<tr>
<td>Wages - Centre</td>
<td>$169,280</td>
<td>$168,172</td>
</tr>
<tr>
<td>Wages - Programmes</td>
<td>$451,421</td>
<td>$429,412</td>
</tr>
<tr>
<td><strong>Total Volunteer and employee related costs</strong></td>
<td><strong>$626,542</strong></td>
<td><strong>$602,621</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8 Costs related to providing goods or services</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
<td>$2,305</td>
<td>$3,464</td>
</tr>
<tr>
<td>Electricity</td>
<td>$18,130</td>
<td>$15,515</td>
</tr>
<tr>
<td>Equipment Hire</td>
<td>$6,177</td>
<td>$5,981</td>
</tr>
<tr>
<td>Laundry &amp; Cleaning</td>
<td>$4,185</td>
<td>$4,049</td>
</tr>
<tr>
<td>Motor Vehicle Expenses</td>
<td>$7,533</td>
<td>$9,335</td>
</tr>
<tr>
<td>Programme Operating Expenses</td>
<td>$63,309</td>
<td>$68,818</td>
</tr>
<tr>
<td>Supervisions</td>
<td>$4,853</td>
<td>$4,736</td>
</tr>
<tr>
<td><strong>Total Costs related to providing goods or services</strong></td>
<td><strong>$104,548</strong></td>
<td><strong>$111,838</strong></td>
</tr>
</tbody>
</table>
Manchester House Social Services Society Inc.
Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2016

9 Other expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountancy Fees</td>
<td>11,395</td>
<td>9,789</td>
</tr>
<tr>
<td>Audit Fee</td>
<td>3,750</td>
<td>3,300</td>
</tr>
<tr>
<td>Bank Fees &amp; Charges</td>
<td>204</td>
<td>187</td>
</tr>
<tr>
<td>Computer Expenses</td>
<td>1,210</td>
<td>1,376</td>
</tr>
<tr>
<td>General Expenses</td>
<td>3,894</td>
<td>2,675</td>
</tr>
<tr>
<td>Management Review</td>
<td></td>
<td>3,687</td>
</tr>
<tr>
<td>Postage</td>
<td>1,493</td>
<td>1,278</td>
</tr>
<tr>
<td>Printing &amp; Stationery</td>
<td>7,512</td>
<td>5,205</td>
</tr>
<tr>
<td>Rates &amp; Insurances</td>
<td>26,261</td>
<td>11,335</td>
</tr>
<tr>
<td>Repairs - Buildings</td>
<td>1,552</td>
<td>4,332</td>
</tr>
<tr>
<td>Repairs - General</td>
<td>8,580</td>
<td>9,977</td>
</tr>
<tr>
<td>Security Expenses</td>
<td>1,020</td>
<td>1,020</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>441</td>
<td>1,048</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>13,018</td>
<td>13,305</td>
</tr>
<tr>
<td>Travel Expenses</td>
<td>7,495</td>
<td>6,393</td>
</tr>
<tr>
<td><strong>Total Other expenses</strong></td>
<td>87,781</td>
<td>74,117</td>
</tr>
</tbody>
</table>

10 Depreciation

<table>
<thead>
<tr>
<th>Item</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buildings</td>
<td>11,732</td>
<td>11,732</td>
</tr>
<tr>
<td>Computers &amp; Printers</td>
<td>1,216</td>
<td>2,214</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>5,475</td>
<td>2,507</td>
</tr>
<tr>
<td>Furnishings &amp; Equipment</td>
<td>4,110</td>
<td>3,908</td>
</tr>
<tr>
<td>Shop Fittings</td>
<td>4,231</td>
<td>4,978</td>
</tr>
<tr>
<td>Senior Centre</td>
<td>3,806</td>
<td>4,699</td>
</tr>
<tr>
<td>ASAP</td>
<td>2,756</td>
<td>2,856</td>
</tr>
<tr>
<td><strong>Total Depreciation</strong></td>
<td>33,370</td>
<td>32,694</td>
</tr>
</tbody>
</table>
Manchester House Social Services Society Inc.  
Notes to and forming part of the Performance Report (continued) 
For the Year Ended 30 June 2016 

11 Cash & Bank Balances

<table>
<thead>
<tr>
<th>Cash Balances</th>
<th>2016 $</th>
<th>2015 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand</td>
<td>654</td>
<td>657</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bank Account Balances</th>
<th>2016 $</th>
<th>2015 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASAP Cheque Account</td>
<td>10,655</td>
<td>10,056</td>
</tr>
<tr>
<td>ASAP Online Saver Account</td>
<td>21,008</td>
<td>30,194</td>
</tr>
<tr>
<td>Manchester House Centre Cheque Account</td>
<td>16,927</td>
<td>58,426</td>
</tr>
<tr>
<td>Manchester House Centre Online Saver Account</td>
<td>15,422</td>
<td>4,918</td>
</tr>
<tr>
<td>Ezee Meals Cheque Account</td>
<td>3,348</td>
<td>3,054</td>
</tr>
<tr>
<td>TSB Bank Premier Account</td>
<td>159,126</td>
<td>122,819</td>
</tr>
<tr>
<td>Manchester House Centre Van Replacement Fund</td>
<td>25,358</td>
<td>6,433</td>
</tr>
<tr>
<td>Westpac Sinking Fund</td>
<td>21,674</td>
<td>20,034</td>
</tr>
</tbody>
</table>

Total Cash & Bank Balances

<table>
<thead>
<tr>
<th>Total Cash &amp; Bank Balances</th>
<th>2016 $</th>
<th>2015 $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>274,172</td>
<td>256,591</td>
</tr>
</tbody>
</table>

12 Property, Plant & Equipment

<table>
<thead>
<tr>
<th>Property, Plant &amp; Equipment 2016</th>
<th>Opening Carrying Amount $</th>
<th>Purchases / Disposals $</th>
<th>Depreciation &amp; Impairment $</th>
<th>Closing Carrying Amount $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>374,200</td>
<td>-</td>
<td>-</td>
<td>374,200</td>
</tr>
<tr>
<td>Buildings</td>
<td>473,277</td>
<td>-</td>
<td>11,732</td>
<td>461,545</td>
</tr>
<tr>
<td>Computers and printers</td>
<td>2,434</td>
<td>-</td>
<td>1,216</td>
<td>1,218</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>23,836</td>
<td>-</td>
<td>5,478</td>
<td>18,358</td>
</tr>
<tr>
<td>Furnishings and equipment</td>
<td>16,392</td>
<td>3,315</td>
<td>4,119</td>
<td>15,588</td>
</tr>
<tr>
<td>Shop Fixtures</td>
<td>19,147</td>
<td>1,170</td>
<td>4,231</td>
<td>18,066</td>
</tr>
<tr>
<td>Senior Centre ex Senior Citizens</td>
<td>44,202</td>
<td>1,075</td>
<td>3,809</td>
<td>41,470</td>
</tr>
<tr>
<td>Out of School Activities</td>
<td>21,376</td>
<td>1,043</td>
<td>2,766</td>
<td>19,633</td>
</tr>
</tbody>
</table>

Total Property, Plant & Equipment | 974,884 | 6,604 | 33,370 | 948,058 |
Manchester House Social Services Society Inc.

Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2016

<table>
<thead>
<tr>
<th>Property, Plant &amp; Equipment 2015</th>
<th>Opening Carrying Amount</th>
<th>Purchases / Disposals</th>
<th>Depreciation &amp; Impairment</th>
<th>Closing Carrying Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>374,200</td>
<td></td>
<td></td>
<td>374,200</td>
</tr>
<tr>
<td>Buildings</td>
<td>485,009</td>
<td></td>
<td>11,732</td>
<td>473,277</td>
</tr>
<tr>
<td>Computers and printers</td>
<td>2,041</td>
<td>2,657</td>
<td>2,214</td>
<td>2,434</td>
</tr>
<tr>
<td>Motor vehicles</td>
<td>256</td>
<td>23,087</td>
<td>2,507</td>
<td>23,386</td>
</tr>
<tr>
<td>Furnishings and equipment</td>
<td>20,300</td>
<td></td>
<td>3,908</td>
<td>16,392</td>
</tr>
<tr>
<td>Shop Fittings</td>
<td>23,280</td>
<td>855</td>
<td>4,973</td>
<td>18,147</td>
</tr>
<tr>
<td>Senior Centre - Senior Citizens</td>
<td>47,389</td>
<td>1,520</td>
<td>4,699</td>
<td>44,201</td>
</tr>
<tr>
<td>Out of School Activities</td>
<td>17,647</td>
<td>6,565</td>
<td>2,856</td>
<td>21,376</td>
</tr>
<tr>
<td><strong>Total Property, Plant &amp; Equipment</strong></td>
<td><strong>970,093</strong></td>
<td><strong>37,664</strong></td>
<td><strong>32,894</strong></td>
<td><strong>974,863</strong></td>
</tr>
</tbody>
</table>

13 Provisions

<table>
<thead>
<tr>
<th>Provisions</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees Entitlements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provision for Holiday &amp; Wages Payable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Opening Balance</td>
<td>35,023</td>
<td>35,389</td>
</tr>
<tr>
<td>Less:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount Used</td>
<td>1,240</td>
<td>1,551</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>33,809</td>
<td>33,029</td>
</tr>
<tr>
<td><strong>Total Provisions</strong></td>
<td><strong>33,809</strong></td>
<td><strong>33,029</strong></td>
</tr>
</tbody>
</table>

14 Other Current Liabilities

<table>
<thead>
<tr>
<th>Other Current Liabilities</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASAP Prepayments</td>
<td>693</td>
<td>2,629</td>
</tr>
<tr>
<td>FoodBank Trust Account</td>
<td>23,664</td>
<td>20,233</td>
</tr>
<tr>
<td>Strengthen Families Discretionary</td>
<td>4,315</td>
<td>2,527</td>
</tr>
<tr>
<td>Contract &amp; Grant Prepayments</td>
<td>27,527</td>
<td>15,774</td>
</tr>
<tr>
<td><strong>Total Other Current Liabilities</strong></td>
<td><strong>56,249</strong></td>
<td><strong>41,362</strong></td>
</tr>
</tbody>
</table>

15 Term Loans - Secured

<table>
<thead>
<tr>
<th>Term Loans - Secured</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Felling-Oroma Presbyterian Parish Loan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Outstanding</td>
<td>8,000</td>
<td>8,000</td>
</tr>
</tbody>
</table>

The Fielding Oroma Presbyterian Parish loan is for a term of two years from 14 July 2015, with no interest payable.
Manchester House Social Services Society Inc.

Notes to and forming part of the Performance Report (continued)

For the Year Ended 30 June 2016

Manawatu District Council Loan
Total Outstanding

The Manawatu District Council mortgage is for an indefinite term without repayment subject to the Society continuing to operate a social services facility in the district. The loan is secured by a first mortgage over the Society’s Ascoli Street property.

Total Term Loans - Secured

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>58,000</td>
<td>58,000</td>
</tr>
</tbody>
</table>

16 Retained Income

<table>
<thead>
<tr>
<th></th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>$1,056,628</td>
<td>$1,054,204</td>
</tr>
<tr>
<td>Plus:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surplus for the Year</td>
<td></td>
<td>39,454</td>
</tr>
<tr>
<td>Less:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deficit for the Year</td>
<td>11,930</td>
<td></td>
</tr>
<tr>
<td>Total Retained Income (Retained Income)</td>
<td>1,081,728</td>
<td>1,093,658</td>
</tr>
</tbody>
</table>

17 Future Capital Expenditure

Dependent upon funding the society will continue to upgrade the Falding Senior Centre and to refurbish the first floor of the Opportunity Shop.

18 Commitments

The incorporated society has no commitments as at 30 June 2016, (2015 Nil)

19 Contingent Liabilities and Guarantees

The incorporated society has no contingent liabilities and no guarantees as at 30 June 2016, (2015: Contingent Liabilities Nil, Guarantees Nil)

20 Related Party Disclosures

There were no transactions involving related parties during the financial year. (Last Year - Nil)
Representative Grant Application - Story, Vanessa

Purpose

To consider an application for a Representative Grant received from Vanessa Story who has qualified to represent New Zealand at the World Masters Indoor Track and Field being held in South Korea, Daegu from 19 to 25 March 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Subcommittee considers the Representative Grant application received from Vanessa Story who has qualified to represent New Zealand at the World Masters Indoor Track and Field being held in South Korea, Daegu from 19 to 25 March 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

| Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga. | The Manawatu will attract and retain residents. | Manawatu district develops a broad economic base from its solid foundation in the primary sector. | Manawatu and its people are connected via quality infrastructure and technology. | Manawatu’s built environment is safe, reliable and attractive. | Manawatu District Council is an agile and efficient organisation. |
| --- | --- | --- | --- | --- |
| ✓ | ✓ | ✓ | ✓ | ✓ |

2 Background

2.1 Vanessa Story has qualified to represent New Zealand at the World Masters Indoor Track and Field being held in South Korea, Daegu from 19 to 25 March 2017.

3 Discussion and Options considered

3.1 Vanessa has qualified in the women’s 40 to 44 years old category to compete in the 200 metres, 400 metres and 800 metres track and field events.

3.2 Vanessa is an accomplished athlete and is currently ranked in the top three within the Palmerston North Athletics and Harrier Club for 100 metres, 200 metres, 300 metres, 400 metres and 800 metres.

3.3 Her application fits in with the Regional Development Strategy of Manawatu having the “highest involvement in sport and active recreation”. It also supports Council’s vision of being an activity that supports sport and recreation.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The amount of funding requested is between $500.00 and $1,000.00.

5.2 The balance available for allocations from the Event Fund is $5,650.00.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.

7 Delegations

7.1 The Community Funding Subcommittee has delegated authority to approve up to $2,000.00 for Representative Grants.
8 Consultation

8.1 There is no consultation required.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The applicant has been able to demonstrate that she meets the criteria and guidelines contained within the Representative Grant policy.

11 Attachments

• Representative Fund Application – Story, Vanessa
The purpose of the Representative Fund is to provide support for Manawatu Residents who have been selected to represent the district or New Zealand in the field of arts, sport or culture.

Traditionally these grants have been used to fund travel to attend events or competitions outside the district.

**Manawatu District Council’s Vision:**
*Connected, vibrant, thriving Manawatu – the best rural lifestyle in New Zealand.*

*The best place to raise a family.*

**Manawatu District Council’s Outcomes:**
- The Manawatu District will attract and retain residents.
- Manawatu District Council is an agile and effective organisation.
- Manawatu and its people are connected via quality infrastructure and technology.
- Manawatu District develops a broad economic base from its solid foundation in the primary sector.
- Manawatu District Council will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.
- Manawatu’s built environment is safe, reliable and attractive.

**Note:** Unless exceptional circumstances exist, only one application will be allocated to an individual each financial year.

Funding is available to groups at the discretion of the Subcommittee.

Applicants are asked to consider limiting their application to instances when genuine financial assistance is required.

Meeting the criteria stipulated does not automatically guarantee funding.

The applicant should be:
- A resident of the Manawatu District Council rating area;
  If the applicant is a team or group a listing of all members of the team or group must be provided showing residential addresses.
- An athlete, team or artist who is not “professional” and has been selected because of qualifying criteria or exceptional achievement or ability to participate in a national or international event.

**Applicant details**

<table>
<thead>
<tr>
<th>Name of applicant</th>
<th>Vanessa Story</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Address</td>
<td>44 Shewell St, East Feilding</td>
</tr>
<tr>
<td>Postal Address (if different to above)</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>027 746761</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:vanessa.story@hotmail.com">vanessa.story@hotmail.com</a></td>
</tr>
</tbody>
</table>
Contact person details

If applicant under 16 years of age please provide details of a contact person:

Name of contact person

Residential Address

Postal Address
(if different to above)

Phone

Email

Event details

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place. Attach documentation confirming your selection.

To represent NZ at my first World Masters Indoor Track & Field held in South Korea, Daegu in March 19th - 25th.

I will be competing in 200m, 400m & 800m (1:40-1:45s) against some world class Masters Competitors.

Financial details

1. Work out below the amount of support you are requesting

The total cost (A) minus the total funds you have available (B) equals the amount of funds requested.

Note: The amount available for allocation per application is up to $500.00 (GST excl).

A. Total cost to attend event $4,100.00 (GST incl)
B. Less total funds you have available $3,600.00 (GST incl)
C. Amount of support requested $500 - $1,000 (GST incl)

2. Have you applied to any other organisation (s) for funding? If so, please list the organisation (s), the amount of money you have applied for and the result of your application.

<table>
<thead>
<tr>
<th>Organisation(s)</th>
<th>Amount Requested</th>
<th>Approved/Declined or Under Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>PNAHL2</td>
<td>$200 - $500</td>
<td>Under Consideration at press till next Committee meeting.</td>
</tr>
</tbody>
</table>
**Key Links**

Demonstrate how by attending this event you will be:

- Contributing to the current and future needs of Manawatu District residents;
- Contributing to the Manawatu District Council vision, the Regional Development Strategy aim and contributes to at least one of Council’s outcomes as stated above.

By attending the world Master’s indoor track & field in South Korea representing NZ I think this shows the community that sport is achievable at any level at any age and it plays a part in a healthy lifestyle. I would like to think if myself attending shows a small community has talent and that at 47 you can still aim high and achieve your goals while representing your country.

Is there anything else you would like to add in support of your application?

While I have been in the athletics for years, I am still very passionate about it and always setting goals to achieve. I am currently in the top 3 for open RNHAC club for my events 100m, 200m, and 400m. This I like to think is a role model to other athletes that wish to stay or start in any sport that you can do it. Achieving my goals keep me young, healthy and motivated in life, than you.

**Declaration**

I understand that if my application is successful I will provide both a written and verbal report to Council identifying how the support was used and the benefits I gained from attending this event.

I consent to the Manawatu District Council collecting the personal contact details provided above, retaining and using these details to assess information supplied as part of this Community Development Fund application. I acknowledge my rights to have access to this information. This consent is given in accordance with the Privacy Act 1993.

I hereby declare that the above information supplied is true and correct.

Signed by applicant

Signed by contact person (if applicable)

Date 20/11/17
General information

- The Community Development Funding Policy guides decisions regarding applications to this fund. This can be viewed at www.mdc.govt.nz
- The fund has accountability requirements, which successful applicants are required to fulfil.
- Funding will not be given retrospectively.
- Priority will be given to first time applicants.
- Please note the maximum amount allocated is per application $500.00 (GST excl)
- Successful applications must acknowledge Council’s support, where appropriate.
- Council reserves the right to exercise full discretion in assessing funding applications.
- Assistance is more likely to be supported where the applicant contributes to the cost of attending the event.
- Applicants will only be granted funding once every financial year ending 30 June.

Need help?

Please spend time adequately preparing your application. If you have any further queries or need help with completing the application please feel free to contact

Vicki Wills, Community Development Adviser
Manawatu District Council

T 323 0000 ext 751 E vicki.wills@mdc.govt.nz
Registration Confirmation: World Masters Athletics Championships Indoor

World Masters Athletics Championships Indoor

Registration Confirmation & Receipt

Payment Details

Transaction ID: 144347824
Date: 1/18/2017 6:48:44 AM Korea Standard Time
Type: Purchase
Amount: $174.00 (USD) 3241.00 N2
Card: MasterCard ending in 7313
Merchant: SimplyRegister, Inc.
412 W. State Road 274, Jamestown, IN 46147 USA
https://www.simplyregister.net

Note: This transaction may appear on your account statement as “SR-World Masters Athletic” or “SimplyRegister, Inc.”

Registrant

NZMA Membership Number: NZMA3500
Name: Vanessa Story
Address: 44 Sherwill st,East,Feilding
Feilding 4702 NZL
Phone: +610277146761
E-mail: vanessastory@hotmail.com
Sex: female
Date of Birth: June 6, 1974
Citizenship: NZL
Affiliation: New Zealand [NZL]

Registration For

Name: World Masters Athletics Championships Indoor
Location: Daegu, KOR
Date: 3/19/2017 - 3/25/2017

Events

Registered:
- 200m
  - Time/mark: 26.71
  - Division: 40-44
- 400m
  - Time/mark: 59.81
  - Division: 40-44
- 800m
  - Time/mark: 2:26.00
  - Division: 40-44

Add-Ons

Purchased:
1 - Registration Fee
1 - New Zealand Affiliate Fee

Questions: Are you taking any medication which may require a Therapeutic Use Exemption (TUE)?
Jan 2017

Vanessa Story
44 Sherwill Street, East
FEILDING
0277146761

To whom it may concern,

I am writing in regards to attending the World Masters Indoor Track and Field to be held in South Korea, Daegu, on March 19th-25th 2017.

I am to compete in the 200m, 400m and 800m Women’s 40-44yrs old.

This will be my first World Masters Indoor Track and Field competition.

I was recently successful in Perth (2016) making the finals of the 200m and 400m, placing 8th in the 200m final and 3rd in the 400m, collecting a bronze medal.

I am a member of the PNAHC and have competed in open for the club for the past 11yrs.

I would like to ask if PNAHC would be willing to help with funding towards my World Masters event in South Korea, Daegu.

Thankyou for taking the time to consider my request and I look forward to your response.

Yours Faithfully

Vanessa Story
SPORTS CURRICULUM VITAE OF

VANESSA STORY

NAME: Vanessa Story

D.O.B: 6/6/1974

ADDRESS: 44 Sherwill St, East
FEILDING

PH: 0277146761

Place of Birth: Dunedin, NZ

SPORTS HISTORY

Throughout my Primary and High Schools years living in the South Island and North Island, I have always competed in various sports ranging from Athletics, Netball(indoor and outdoor), gymnastics to Roller Derby.

It was in my high school years that I really started to enjoy the challenges of Athletics and perused it more, representing my high school at interschool events.

While I have been in the sports arena competing for many years I did have a break when I left high school, and returned to Athletics when I turned 30 years old(2005). I have since been competing for my club, PNAHC as well as Masters Wellington Club for the last 12 years. In that time I have achieved many successes, both in Open age group and Masters.

I compete nationally thought NZ in Open Women, attending the various leagues and classics throughout the country each season as well as the Open Nationals Track and Field. In the Open National Track and Field in Dunedin in March 2016, I was able to make the Final in the Open Women’s 200m as well as finishing 4th in the Open Women’s 400m Final. In both of these events I did PB’s(personal best).
I compete also internationally in Open. I attend the Downunder held in the Gold Coast, Australia. In Masters I compete in Australia in the Masters Nationals and am able to medal in my chosen events: 100m, 200m and 400m.

I am currently (2016/17 season) ranked in the top 3 within my club (PNAHC) for 100m, 200m, 300m, 400m and 800m.

I also compete every two years in the World Masters Track and Field representing New Zealand:

2011: Sacramento, USA
2013: Porto Alegre, Brazil
2015: Lyon, France
2016: Perth, Australia

At each World Masters Track and Field competition I have competed in 100m, 200m and 400m, with heats, semi finals and finals for each events. In these competitions I have competed against athletes that have represented their country at a commonwealth and/or Olympic level.

I have achieved many goals and PB’s along the way, and this year in October/November 2016 in Perth, Australia I won a bronze medal in the 400m final. A great achievement for myself, and all the dedication to training throughout the year.

In 2012 I was nominated for the Manawatu Sports person of the year award for the Masters Section and was one of 4 finalists for Athletics.

In 2013 on my return from Brazil I was honored to be nominated again, and a finalist in the Manawatu Sports person for the year awards for the Masters section. I was successful in being named the overall winner of the award for 2013.

Unfortunately after my return I found out I had snapped my ACL, torn both meniscus and done sever cartilage damage to a knee. I had the operation in February 2014 and the surgeon thought I may never sprint again.
However with pure determination, hard training and a good coach I was able to rebuild the Knee strength and muscle, and returned to the competitive stage in October 2014.

In 2015 I was again nominated in the Manawatu Sports awards for Masters Sports person of the year, as well as Sports Woman of the year, in which I was proud to be a finalist in both Categories for Athletics. I was honoured to be awarded the overall Winner of the Masters section for 2015. I was also proud to be a finalist in the Open section against some very talented athletes of all ages in their chosen sport.

This is one of the reasons I feel I would be worthy of this Young Women's Future Scholarship, as I understand the dedication, hard work and time that is required of all athletes to strive for their best and achieve their goals.

My involvement with PNAHC also extends to being the club Secretary as well as being one of the club captains for 4 years. Roles which involve being a role model to other athletes including helping with organizing and warming up relay teams within our club. As the Secretary I am responsible for minute taking and taking the registrations for any club members signing up.

For the past 3 years I have also been one of the clubs Managers for the Children's Colgate Team for PNAHC, and will continue with this role for 2017.

So another reason I feel my worthiness of the Scholarship is my dual roles not only as an athlete whom trains and competes but also the role I play within my club outside of competing.

As I am very passionate about Athletics, I am in the process of starting my own venture of a Skills and Coordination programme, in which I run a six session programme for basic, intermediate and advanced. Children are grouped according to age and skill based. As it is in the very early stages at present, however I have had a successful response from PNAHC members and the community. Long term I would love to take this into school curriculum.

Thank you for your time to read this snapshot of my athletics career acknowledging my application for the Future Women Leader’s Scholarship for the future I see myself continuing to set goals, train hard to achieve these while competing still both in Open and Masters, nationally and internationally.
My next competition I am attending is my first World Masters indoor Track and Field held in South Korea in March 2017, after attending the Open Nationals in Auckland 2017.

Again thankyou and I look forward to hearing from you.

Kind regards

Vanessa Story
Community Funding Committee

Meeting of 07 February 2017

Business Unit: Community and Strategy
Date Created: 24 January 2017

Representative Grant Application - MSS Robotics and FAHS Robotics

Purpose

To consider an application for a Representative Grant received from the Manchester Street School Robotics and Feilding High School Robotics Teams who have been selected to attend the Vex IQ Robotics World Championships being held in Louisville, Kentucky USA on 23 to 25 April 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Subcommittee considers the Representative Grant application received from the Manchester Street School Robotics and Feilding High School Robotics Teams who have been selected to attend the Vex IQ Robotics World Championships being held in Louisville, Kentucky USA on 23 to 25 April 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
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<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>✓</td>
<td></td>
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</tr>
</tbody>
</table>

2 Background

2.1 The Manchester Street School’s Robotics Team competed in the New Zealand National VEX IQ Championships held in Palmerston North on 10 December 2016. The team won the Design Award which means that they are the New Zealand VEX IQ Design Champions. This gives them entry to the VEX IQ World Championship being held in Louisville Kentucky from 23 to 25 April 2017.

2.2 The Feilding High School’s Robotics Team also competed in the New Zealand National VEX IQ Championships held in Palmerston North on 10 December 2016. The team won three national titles, including the Excellence Award, which means that they are the top Junior Robotics Team in New Zealand. This also gives them entry to the VEX IQ World Championship being held in Louisville Kentucky from 23 to 25 April 2017.

3 Discussion and Options considered

3.1 Each team is made up of three students.

3.2 This is an opportunity for these students to compete with 1,400 other teams from around the world at a global event.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The total cost for the two teams to attend the event is in the vicinity of $38,500. There has been no specific amount requested in the application but they have requested any amount that is possible.

5.2 The balance available for allocation from the Representative Grant Fund is $5,650.00.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.
7 Delegations

7.1 The Community Funding Subcommittee has delegated authority to approve up to $2,000.00 for Representative Grants.

8 Consultation

8.1 There is no consultation required in relation to this paper.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The application has been able to demonstrate that they meet the criteria and guidelines contained within the Representative Grant policy.

11 Attachments

- Representative Grant Application – MSS Robotics and FAHS Robotics
Representative Grant Application Form

Purpose
The purpose of Representative Grant is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name</th>
<th>Geoffrey Ward on behalf of MSS Robotics and FAHS Robotics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime phone number</td>
<td>027 258 9046 / 06 323 6235</td>
</tr>
<tr>
<td>Street/PO Box</td>
<td>160 Manchester St</td>
</tr>
<tr>
<td>Town</td>
<td>Feilding</td>
</tr>
<tr>
<td>Postcode</td>
<td>4702</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:robotics@manchesterstreet.school.nz">robotics@manchesterstreet.school.nz</a></td>
</tr>
</tbody>
</table>

2. Event Information (please attach additional sheets if required)

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place. Please attach documentation confirming your selection

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>2017 VEX IQ World Champs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Date:</td>
<td>23-25 April 2017</td>
</tr>
<tr>
<td>Event Location:</td>
<td>Louisville, Kentucky USA</td>
</tr>
</tbody>
</table>

Please tick

- Regional
- National
- International ✓
Event Description:

The 2017 VEX IQ World championships will be held in Louisville Kentucky in April 2017.

This will be a massive global event with 1400 teams from all over the world competing, and broadcast on ESPN.

* MSS & FAHS each have a team of 3 students that has qualified to represent New Zealand at this event.

How will your attendance at the event contribute to the Manawatu District Council vision “connected, vibrant, thriving Manawatu – the best rural lifestyle in New Zealand” and the Regional Development Strategy aim “the best place to raise a family”? (Note: visit www.mdc.govt.nz to get further information on Council’s vision and outcomes)

* Demonstrating that being located in a rural community isn’t an obstacle to competing in a global event.

* Having the opportunity for our young people to connect/rub shoulders with robotics engineers from around the world.

* The Manawatu is certainly thriving (and vibrant) when we have young people from this region competing in an event of this scale.
3. **Financial Information**

<table>
<thead>
<tr>
<th>What is the total cost to attend the event</th>
<th>$ Approx. 38,500</th>
</tr>
</thead>
<tbody>
<tr>
<td>What level of funding are you requesting from Council?</td>
<td>$ Any amount possible</td>
</tr>
</tbody>
</table>

Tell us about any other funding you have applied for or received for this event.

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount Applied or Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Won as part of Robotics event</td>
<td>Royal Society NZ</td>
<td>Grant</td>
<td>Dec. 10, 2021</td>
<td>$ 5000</td>
</tr>
</tbody>
</table>

4. **Declaration**

- [ ] The details in all sections of the application are true and correct to the best of my knowledge.
- [ ] All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:

- [ ] Is bound by the Local Government Official Information and Meetings Act 1987.
- [ ] We also consent to it recording the personal contact details provided in this application, retaining and using these details.
- [ ] We understand that our name and brief details about the event and where appropriate, a photograph, may be released to the media or appear in Council documentation.
- [ ] This consent is given in accordance with the Privacy Act 1993.
5. **Conditions of Funding**

- Council must be acknowledged as a partner and funder.

- All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.

- If possible, an appropriate photograph to be provided with the application that may be used in Council publications.

6. **Final Check**

**Make sure you have**

- [ ] Completed all the sections

- [x] Provided financial details

- [x] Attached supporting/selection documents

7. **Need Help?**

Please contact the following if you need advice on your application:

Janine Hawthorn  
Community Development Adviser  
Manawatu District Council  
Private Bag 10-001  
Feilding 4743  
Telephone 06 323 0000  
Email: janine.hawthorn@mdc.govt.nz

**Representative Grant Application Form**

Page 4
Send them to Worlds!

Manchester Street School's Robotics Team will be representing New Zealand at the VEX IQ World Championship in Louisville Kentucky in April 2017.

The MSS Team, comprising of students Ethan Task, Kianan Hap, and Akira Tipping, competed in the NZ National VEX IQ Championship held on the 10th of December at the Palmerston North Convention Centre. MSS experienced superb success by winning the Design Award, making them the NZ VEX IQ Design Champions. Given the fact our Y1-S6 students were competing against up to Y9 students, the result was even more impressive. This provides the MSS team with entry to the VEX IQ World Championship to be held in Louisville Kentucky in April 2017. This will be a massive event with 1,400 student teams from around the world, held in the 110,000 m³ Kentucky Exhibition Center.

We are fundraising to cover the significant costs of travelling to America to represent New Zealand at this international event. Any contribution, whether in the form of monetary donations or material goods for raffle/sale, would be hugely appreciated and useful in helping us get to the world championships.

Enquiries can be directed to: robotics@manchesterstreet.school.nz

Feilding High School's Year 9 Robotics team, comprised of students Jack Bagley, Cameron Hislop and Francis Stapp, competed in the New Zealand National VEX IQ Championship on 10 December. Held in Palmerston North at the convention centre, the Feilding High School team emerged with three national titles, including the Excellence Award. This makes them the top junior robotics team in New Zealand and gives them entry to the upcoming world championship in the United States (to be held April 2017). The world competition will involve 1,400 student teams from around the world.

Students are actively fundraising to cover the significant costs of travelling to the US to represent New Zealand. Any contribution, whether in the form of material goods for raffle or monetary donations, would be useful in sending these students to the world championships.

Enquiries can be directed to: robotics@feildinghigh.school.nz

Direct donations can be made through MSS via the email robotics@manchesterstreet.school.nz or through our Give a Little page https://givelittle.co.nz/cause/helpthemgettoworlds.
Manchester Street School’s Robotics Team will be representing New Zealand at the VEX IQ World Championship in Louisville Kentucky in April 2017.

The MSS Team, comprising of students Ethan Trask, Kellan Heap and Akira Tipping, competed in the NZ National VEX IQ Championship held on the 10th of December at the Palmerston North Convention Centre. MSS experienced superb success by winning the Design Award, making them the NZ VEX IQ Design Champions. Given the fact our Y5/6 students were competing against up to Y9 students, the result was even more impressive. This provides the MSS team with entry to the VEX IQ World Championship to be held in Louisville Kentucky in April 2017. This will be a massive event with 1,400 student teams from around the world, held in the 110,000 m² Kentucky Exposition Center.

We are fundraising to cover the significant costs of travelling to America to represent New Zealand at this international event. Any contribution, whether in form of monetary donations or material goods for raffle/sale, would be hugely appreciated and useful in helping us get to the world championships.

MSS Teachers with Robotics Team 11446B (from left) Geoffrey Ward, Akira Tipping, Kellan Heap, Ethan Trask and Andrea Bing

Enquiries can be directed to: robotics@manchesterstreet.school.nz
Community Funding Committee

Meeting of 07 February 2017

Business Unit: Community and Strategy
Date Created: 25 January 2017

Review of Committee Name

Purpose

To discuss and consider renaming the Community Funding Committee.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee discuss and consider renaming the Committee.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

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2 Background

2.1 At its meeting on 16 December 2016, Council gave its approval for the Chief Executive to amend any policies to reflect the name change of the Community Funding Committee previously known as Community Funding Subcommittee, as well as to amend where appropriate, the line of reporting from Strategic Planning and Policy Committee to Council.

2.2 The question on the appropriateness of the name Community Funding Committee had been raised by a Council member during discussion on the above.

2.3 Council agreed that the Community Funding Committee discuss and consider renaming the committee at their next meeting.

3 Discussion and Options considered

3.1 The Community Funding Committee is now being asked to consider the appropriateness of the name of the Committee and whether it fairly reflects the responsibilities of this Committee.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 There are no financial implications relating to this paper.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.

7 Delegations

7.1 The Community Funding Committee does not have delegated authority to make a decision on this matter.
8 Consultation
8.1 There is no consultation required in relation to this paper.

9 Cultural Considerations
9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion
10.1 Should the Committee decide a name change is warranted, then it will need to make a recommendation to Council.

11 Attachments
11.1 There are no attachments relating to this report.
Community Funding Committee

Meeting of 07 February 2017

Business Unit: Community and Strategy
Date Created: 25 January 2017

Cycle and Timeframe for Community Honours Going Forward

Purpose
To confirm the cycle and timeframe for Community Honours going forward.

Significance of Decision
The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations
That the Community Funding Committee make a recommendation to Council on their preferred cycle and timeframe for Community Honours.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

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</table>

2 Background

2.1 The Community Funding Committee considered the 2016 nominations at its last meeting held on 2 December 2016. As part of this consideration, the timing for Community Honours had been raised with the view by members that they were being held too late in the year which meant that recipients did not receive the media coverage that such a prestigious award deserves.

2.2 The guidelines for the Manawatu District Council Community Honours currently has applications closing at 4.00 pm on the last Friday of November each year. In the past, presentations to community honour recipients have taken place at the last Council meeting for the year.

3 Discussion and Options considered

3.1 There is no mention in the current Community Honours policy of the cycle or timeline for Community Honours. There is however a reference to the closing of nominations in the guidelines which as referred to above, is the last Friday of November on an annual basis.

3.2 As there is no specific reference to the cycle or timeline in the policy, it allowed for Her Worship the Mayor to postpone the presentation of the 2016 Community Honours until the New Year which would allow for a much wider media coverage than would have been the case if held just prior to Christmas.

3.3 The 2016 Community Honours presentations are therefore planned to take place at a ceremony to be held at 7.00 pm on Wednesday, 15 February 2017 in the Manawatu District Council Chamber.

3.4 It is now timely for the Community Funding Committee to consider the cycle as well as the timing of future Community Honours and to make recommendation to Council to amend the policy and guidelines accordingly.

3.5 Matters for consideration include whether the Community Honours should be held on an annual basis; what would be an appropriate timeline and would there be sufficient time to have Community Honours in 2017 should it be agreed to hold them on an annual basis.
4 **Operational Implications**

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 **Financial implications**

5.1 There are no financial implications in relation to this matter.

6 **Statutory Requirements**

6.1 There are no statutory requirements in relation to this matter.

7 **Delegations**

7.1 The Community Funding Committee has delegated authority to make decisions on recipients of Community Honours Award under the Community Honours Scheme but does not have delegated authority to amend the Community Honours policy or guidelines.

8 **Consultation**

8.1 Any amendment to the cycle and timeframe for Community Honours will be widely advertised.

9 **Cultural Considerations**

9.1 There are no cultural considerations required in relation to this matter.

10 **Conclusion**

10.1 A copy of the Community Honours Award Nomination 2016, which includes the guidelines, as well as a copy of the current Community Honours Award policy are attached for the Committee’s reference.

11 **Attachments**

- Community Honours Award Nomination 2016
- Manawatu District Community Honours Award Policy
**Manawatu District Community Honours Award**

**Original Policy:** 2/9/91  
**Policy Updated/Reconfirmed:** FP - Clause 7 - 18/11/04  
**Policy reviewed – Council – January 2009; SP & P 20/5/10 (U)**  
**Policy reviewed – Cmty Funding S/Comm – April 2015; SP & P 21/5/15**

**Policy**

THAT the Manawatu District Council institutes a “Community Honours Award” scheme under the following conditions:

1. The Community Funding Committee be responsible for the calling of nominations and selection of suitable candidates to receive awards under the Council’s community honours scheme.

2. Any person, including persons who have died within 12 months of the closing date for award nominations and organisations who have carried out meritorious service in the Manawatu District in one or more of the categories of Community Service, Welfare, Sport, Culture, the Arts, Recreation and Education, is eligible for nomination by any two citizens of the Manawatu District, or a local organisation.

3. Bona fide organisations, associations, societies or clubs may make nominations. If any such group nominates more than one person for consideration a statement clearly indicating the respective rankings of the nominees should accompany the nomination forms submitted. Two executive officers of the nominating organisation, association, etc are required to sign the nomination form and record the designations of their office alongside their signatures.

4. In the ordinary course of events the person will have carried out predominantly voluntary work. However the payment of an honorarium or such similar monetary recompense to an office holder will not necessarily disqualify the person from receiving an award.

5. Information given concerning nominees should be supplied by community organisations involved with the nominee. This information should include sufficient detail in respect of the merits of nominees so that the Community Funding Committee appointed to decide the recipients of Community Honours may exercise its function with a full cognisance of the qualifications of the nominees. It is emphasised that details sought are not merely those of offices held.

6. Information should be supplied detailing actual work or activities carried out, together with length of service in each category. If insufficient information is supplied, the nomination will not be considered.

7. Nominations that are not successful in any one year may submit a new nomination for consideration in subsequent years.

8. In exceptional circumstances the Community Funding Committee may, by unanimous agreement, make an award to a non-resident of the Manawatu District if the community service has been carried out in the Manawatu District.
The Award Scheme provides that, as a matter of policy, any nominee who has received a New Zealand Royal Honour shall only in exceptional circumstances be awarded Community Honours.

The decision of the Community Funding Committee shall be final and binding.

The Manawatu District Council reserves the right to revoke a Community Honour if future actions of a past recipient leads to a conviction in the same area as that for which the original community honour was awarded.

<table>
<thead>
<tr>
<th>Year</th>
<th>Manawatu District Community Honours awardees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1991</td>
<td>Kathleen Cox, Lachlan Fraser, Harry Heap</td>
</tr>
<tr>
<td>1992</td>
<td>Alan Groombridge, Nancy Parsons, Elva Sandilands</td>
</tr>
<tr>
<td>1993</td>
<td>Del Gibb, Alex Gracie, John Malcolm</td>
</tr>
<tr>
<td>1994</td>
<td>Alfred Crowe, Ilene Short, Lindsay Taylor</td>
</tr>
<tr>
<td>1995</td>
<td>Peter Buckendahl, Hauturu (Ned) Lawton, Keitha McKendry</td>
</tr>
<tr>
<td>1996</td>
<td>Harry Ellison, Shirley Pearpoint, Myra Renata</td>
</tr>
<tr>
<td>1997</td>
<td>Florence Roberts, Baba Perigo, Georgina Stack</td>
</tr>
<tr>
<td>1998</td>
<td>Betty Williamson, Robert Passey</td>
</tr>
<tr>
<td>1999</td>
<td>Alan Mason, Chris Russell</td>
</tr>
<tr>
<td>2000</td>
<td>Alan Hancock, Ken Pemberton, Colin &amp; Helen Trotter (joint)</td>
</tr>
<tr>
<td>2001</td>
<td>Margaret Bowler, Peter Olsen, Glenys &amp; Trevor Holtham (joint)</td>
</tr>
<tr>
<td>2002</td>
<td>Pat Prince, Diana Macdonald &amp; Russell Wiseman</td>
</tr>
<tr>
<td>2003</td>
<td>William Lester, Pearl Lawton, Delphine Parker</td>
</tr>
<tr>
<td>2004</td>
<td>Lloyd &amp; Barbara Billinghurst (joint), Ivan Morton, Tony Mossop</td>
</tr>
<tr>
<td>2005</td>
<td>Doug Chappell, Margaret McMillan, Braedan Whitelock</td>
</tr>
<tr>
<td>2006</td>
<td>Peter Ellery, Grahame Guy, Marjorie Shannon</td>
</tr>
<tr>
<td>2007</td>
<td>Jac Bos, Ruth Dalzell, Derek Tuck &amp; Neil Finch (joint)</td>
</tr>
<tr>
<td>2008</td>
<td>Peter Easther, Judy Jack, Thomas Rowe</td>
</tr>
<tr>
<td>2009</td>
<td>Mervyn Craw, Ngaire Hancock, Jacqueline Sayers, Esmae and David Stroud, Christopher Wall</td>
</tr>
<tr>
<td>2010</td>
<td>Patricia Ashton, Eric Brew, Ivan Mandahl</td>
</tr>
<tr>
<td>2011</td>
<td>Glennis de Malmanche, Norman Lind, John Parker</td>
</tr>
<tr>
<td>2012</td>
<td>Ray Bramwell, Bruce Brownlie, Frank Dew, John Fuller, Colin Heap, Brian Hunter, Graham Kitchen, Richard McAllister, Patrick Snoxell, Daphne Sowerby, Elsa Stein, Maurice Watt</td>
</tr>
<tr>
<td>2013</td>
<td>Russell Harris, Allan Muntz, Elaine Pinker</td>
</tr>
<tr>
<td>2014</td>
<td>George New, Cynthia Drake</td>
</tr>
<tr>
<td>2015</td>
<td>George Kereama, Roger and Kaye McKinnon, Dan Paki, Mary Sanson, Marilyn Wightman</td>
</tr>
</tbody>
</table>
Manawatu District
Community Honours Award

Guidelines & nomination form

Nominations close at 4 pm, last Friday of November annually
Guidelines for Completing the Nomination Form and Supporting Information

Nomination Form

It is important that nominators provide as much information as possible about your nominee. In particular, an explanation of what their contribution has been in the following areas:

☆ Community Services
☆ Welfare
☆ Sport
☆ Culture
☆ The Arts
☆ Recreation
☆ Education

Nominators should always assume that the person nominated is not known to the members of the Community Funding Subcommittee. They can only judge from the material placed before them so the more information you are able to provide the better.

Please note the information supplied with the nomination will be used in preparing a citation.

Frequently asked questions

Should the nominee know they are being nominated?
It is preferable that the nominee is unaware of the nomination to avoid possible disappointment as well as to have an element of surprise.

Unsuccessful nominations
If a nomination is unsuccessful, you may submit the nomination in the following or future years. Unsuccessful nominations, or details of the people who nominated them will not be made public nor will the person nominated be advised of their nomination.

Are nominators told if their nomination is successful or not?
Yes! Nominators will receive a letter advising whether the nomination has been successful after the Community Funding Subcommittee has made its decision.

For further information please download a copy of the Manawatu District Community Honours Award Policy from www.mdc.govt.nz.
Supporting Information

A summary of the nominee's voluntary work and supporting information must be attached. Ensure that you cover each of these points:

1. Detail all of the organisations the nominee is involved with in a voluntary capacity, together with a description of the type of work undertaken. It would be helpful where possible to have actual start and end dates, or whether the person is still involved in this area of activity.

2. A testimonial from each organisation, on official letterhead, should be included.

3. Tell us about how the nominee does their work. What is special about what this nominee brings to these organisations? Please comment particularly on their:
   - initiative and creativity
   - effectiveness of work
   - utilisation of resources

4. Please tell us about the impact of the nominee's work in the Manawatu District.

Completed nomination forms

Please send or deliver the completed nomination form and attachments (marked CONFIDENTIAL) to:

Maria Brenssell
Executive Officer—Mayor
Manawatu District Council
Private Bag 10 001
Feilding 4743

All nominations must be received on or before the last Friday in November annually
Nomination for Manawatu District Community Honours

Please read the accompanying guidelines before completing this form by clearly printing or typing the following details about the person you are nominating.

DETAILS OF NOMINEE

Please clearly print or type the following details about the person you are nominating:

<table>
<thead>
<tr>
<th>First name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle names</td>
<td></td>
</tr>
<tr>
<td>Last name</td>
<td></td>
</tr>
<tr>
<td>Title e.g. Mr, Mrs, Miss</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
</tbody>
</table>
Details of person making the nomination

First nominator

<table>
<thead>
<tr>
<th>First Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
<td></td>
</tr>
</tbody>
</table>

Name of Organisation and position held

NB If the nomination is made on behalf of an organisation, two executive officers are required to sign the nomination form.

Signature

I confirm that the information provided in support of this nomination is true and correct, and the work stated has been undertaken by the nominee in a voluntary capacity.

Date

Second nominator

<table>
<thead>
<tr>
<th>First Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
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<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>E-mail</td>
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Name of Organisation and position held

NB If the nomination is made on behalf of an organisation, two executive officers are required to sign the nomination form

Signature

I confirm the information provided in support of this nomination is true and correct, and that the work stated has been undertaken by the nominee in a voluntary capacity.

Date