# Nga Kaihoe O Aotearoa (Waka Ama New Zealand) Incorporated

Performance report

For the Year ended 30 September 2017

# Performance Report

For the year ended 30 September 2017

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**Entity Information** 

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

For the year ended

30 September 2017

Legal Name of Entity:	NGA KAIHOE O AOTEAROA (WAKA AMA NEW ZEALAND) INCORPORATED
Other Name of Entity (if any):	Waka Ama New Zealand
Type of Entity and Legal Basis (if any):	Registered Charity, Incorporated Society
Registration Number:	CC44378

Entity's Purpose or Mission:

To lead the development, practice and promotion of the sport and culture of Waka Ama.

#### Entity Structure:

Incorporated Society and Registered Charity

#### Main Sources of the Entity's Cash and Resources:

Waka Ama New Zealand obtains funds from sporting bodies and charitable institutions to enable them to promote the sport in New Zealand. In addition entry fees are charged for events to contribute to the cost of running those events

#### Main Methods Used by the Entity to Raise Funds:

Applications are made to charitable trusts and entities for grants. Contracts are also entered into with sporting funders such as Sport New Zealand for ongoing annual funding.

Entity's Reliance on Volunteers and Donated Goods or Services: Waka Ama New Zealand is governed by a voluntary board acting as the executive committee with oversight of the annual plan and schedule of events and supervision of the financial affairs of the entity

#### **Entity Information**

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

For the year ended 30 September 2017

Additional Information: Board Members Paora Howe - Chairperson Tim Marshall - Deputy Chairperson Moana-Lee Raihania Ralph Ruka Cherie Collinson (resigned November 2016) Paul Dahl Laurie Durand Scott Linklater

**Chief Executive** Lara Collins

Physical Address:	Sport Auckland House, Level 4
	Alexandra Park Function Centre
	Gate B, Greenlane Rd West, Epsom
	Auckland 1051
Postal Address:	PO BOX 26599
	Epsom
	Auckland 1344

**Statement of Service Performance** 

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

For the year ended

30 September 2017

Description of the Entity's Outcomes:

Our goals include organising successful events that meet the needs of our membership, increasing participation in the sport of Waka Ama.

Effective governance of the sport of Waka Ama including representing New Zealand at the World Club and Elite Championships.

	Actual	Actual
Description and Quantification (to the extent practicable) of the Entity's Outputs:	This Year	Last Year
Participation (number of affiliated individuals)	5,419	5,128
Participation (number of affiliated member clubs)	83	82
Medals gained at World Championship	3 Gold 5 Silver 2 Bronze (Distance)	30 Gold 27 Silver 22 Bronze (Sprints)
Number of sanctioned events held	72	63
Number of participants to: - National Sprint Championships - National Long Distance Championships - National Secondary School Championships - Takapuna Beach Cup	3,277 782 1,850 1,228	3,043 728 1,558 966

## **Statement of Financial Performance**

"How was it funded?" and "What did it cost?"

For the year ended

30 September 2017

	Note	Actual	Actual
		This Year	Last Year
		\$	\$
Revenue			
Funding, grants and sponsorship revenue	1	364,119	325,527
Members fees, subscriptions and other event revenue	1	512,213	534,467
Revenue from providing services	1	263,239	189,470
Interest, dividends and other investment revenue		983	1,436
Other revenue			 
Total Revenue		1,140,554	1,050,900
Expenses			 
Expenses related to fundraising		-	-
Volunteer, contract services and employee related costs	2	315,113	287,083
Costs related to events and providing goods or services	• 2	722,712	671,051
Other expenses	2	100,444	 97,363
Total Expenses		1,138,269	1,055,497
Surplus/(Deficit) for the Year		2,285	(4,597)

#### **Statement of Financial Position**

"What the entity owns?" and "What the entity owes?"

## As at

30 September 2017

	Note	Actual	Actual
		This Year	Last Year
		\$	\$
		www.women.com	
Assets	- 2010		
Current Assets			
Bank accounts and cash	3	104,616	69,909
Debtors and prepayments	3	55,011	38,377
Other current assets		-	
Total Current Assets		159,627	108,286
Non-Current Assets			
Property, plant and equipment	4	19,977	21,008
Total Non-Current Assets		19,977	21,008
Total Assets		179,604	129,294
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3	43,256	57,147
Employee costs payable	3	10,069	634
Unused donations and grants with conditions	3	33,099	-
Other income in advance	3	19,382	-
Total Current Liabilities		105,806	57,781
Total Assets less Total Liabilities (Net Assets)		73,798	71,513
Accumulated Funds		annan an a	
Capital contributed by owners or members			-
Accumulated surpluses or (deficits)	5	73,798	71,513
Reserves		-	-
Total Accumulated Funds		73,798	71,513

Signed:

Am 111/2017 Chairperson

Board Member

Date

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#### Statement of Cash Flows

"How the entity has received and used cash"

#### For the year ended 30 September 2017

	Actual	Actual
	This Year	Last Year
	\$	\$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	416,600	295,592
Fees, subscriptions and other receipts from members	502,425	520,698
Receipts from providing goods or services	263,239	189,470
Interest, dividends and other investment receipts	983	1,436
Cash was applied to:		
Payments to suppliers and employees	1,143,164	1,022,032
Donations or grants paid		
Net Cash Flows from Operating Activities	40,083	(14,836)
Cash flows from Investing and Financing Activities		
Cash was received from:		
Receipts from the sale of property, plant and equipment		-
Cash was applied to:		
Payments to acquire property, plant and equipment	5,376	1,879
Net Cash Flows from Investing and Financing Activities	(5,376)	(1,879)
Net Increase / (Decrease) in Cash	34,707	(16,715)
Opening Cash	69,909	86,624
Closing Cash	104,616	69,909
This is represented by:		
Bank Accounts and Cash	104,616	69,909

#### Statement of Accounting Policies

"How did we do our accounting?"

# For the year ended 30 September 2017

#### **Basis of Preparation**

NGA KAIHOE O AOTEAROA (WAKA AMA NEW ZEALAND) INCORPORATED has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

#### Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

#### Income Tax

NGA KAIHOE O AOTEAROA (WAKA AMA NEW ZEALAND) INCORPORATED is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### **Bank Accounts and Cash**

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

#### **Property Plant & Equipment**

Property, plant and equipment are recorded at cost less accumulated depreciation and impairment losses. Depreciation of property, plant & equipment is calculated using diminishing value tax rate so as to expense the cost of the assets over their useful lives. Depreciation of all assets is reported in the Statement of Comprehensive Income. The rates are shown below: Office Equipment 12%-50% DV Plant & Equipment 15.6%DV

#### Receivables

Receivables are stated at their estimated realisable value. Bad debts are written off in the period in which they are identified.

#### Revenue

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured. Grant income is recorded in the period to which it the conditions associated with the grant are substantially met. Unconditional donations and grants are recorded when they are received or when the right to receive them is established.

#### **Changes in Accounting Policies**

There have been no changes in accounting policies during the financial year (last year - nil)

Notes to the Performance Report

# For the year ended 30 September 2017

Note 1 : Analysis of Revenue		
	This Year	Last Year
Analysis	\$	\$
	35,000	65,000
	and production of the second	ana ana amaminina ana amaminina amaminina amaminina amaminina amaminina amaminina amaminina amaminina amaminin Amaminina amaminina am
		66,250
	-	5,00
	8,000	5,00
and an an an and an	-	3,87
	27,500	27,50
Te Wananga o Aotearoa	65,000	65,00
The second s	6,000	6,52
the second se	5,804	5,67
and a second	13,500	11,27
	and a second sec	11,00
		5.00
		4,93
	4,565	ากรองการสารเองสารเสียงสารเสียงสารเรื่อง
and the second	In the second	5.00
		20,00
		15,00
		3,50
Total	364,119	325,52
	This Mass	Last Year
Australia		s s
		157,31
produced and the second sec	and an and a second s	89,34
		50,83
		45,91
Summary and a second		86,86
	85,362	104,18
Total	512,213	534,46
	This Year	Last Year
Analysis .	\$	\$
Affiliation fees	52,889	50,72
ID Card	10,534	10,57
Surfing New Zealand - Ultimate Waterman	41,292	51,07
Auckland University	15,000	16,00
Tamaki Herenga Waka Trust	12,000	12,00
NZ Canoe Federation - World Masters Games	76,978	E.
Administration Campbing Courses & Other	54,546	49,09
Administration, Coaching Courses & Other	54,540	43,03
	Analysis   New Zealand Community Trust   First Sovereign Trust   Sport New Zealand   The Lion Foundation   Waipa District Council   Infinity Foundation   Foundation North   Te Wananga o Aotearoa   Blue Sky Community Trust   Dragon Community Trust   Dragon Community Trust   Halberg Disability Sport Foundation   Maritime New Zealand   North and South Foundation   Pub Charity   Te Puni Kokiri   Trust Waikato   Water Safety New Zealand   Other   Total   Analysis   Sprint Nationals parking, mechandise and other   School Nationals   Long Distance Nationals   World-Campaign Income   Takapuna Beach Cup   Total   Analysis   Affiliation fees   ID Card   Surfing New Zealand - Ultimate Waterman   Auckland University   Tamaki Herenga Waka Trust   Nackland University	AnalysisThis YearAnalysis\$New Zealand Community Trust35,000First Sovereign Trust10,000Sport New Zealand156,750The Lion Foundation-Waipa District Council8,000Infinity Foundation-Foundation North27,500Te Wananga o Aotearoa65,000Blue Sky Community Trust5,804Four Winds Trust13,500Halberg Disability Sport Foundation12,000Maritime New Zealand-North and South Foundation-Pub Charity4,565Te Puni Kokiri-Trust Waikato20,000Water Safety New Zealand-Other-Total364,119Xendon Nationals62,925Long Distance Nationals-World-Campaign Income108,268Takapuna Beach Cup\$Analysis\$Analysis\$Analysis\$School Nationals-Urd Campaign Income108,268Takapuna Beach Cup\$Analysis\$Affiliation fees\$ID Card10,534Surfing New Zealand - Ultimate Waterman41,292Auckland University15,000NZ canoe Federation - World Masters Games76,978

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#### Notes to the Performance Report

# For the year ended

30 September 2017

Note	2	:/	Ana	lysis	of	Expenses

		This Year	Last Year
Expense Item	Analysis	\$	\$
Expenses related to fundraising	Nil		
	Total		-

		This Year	Last Year
Expense Item	Analysis	\$	\$
Volunteer, contract services and employee	Contract Services	108,669	68,147
related costs	Salaries	206,444	218,936
	Total	315,113	287,083

		This Year	Last Year
Expense Item	Analysis	\$	\$
Costs related to events and providing goods	Nationals	235,934	232,337
services	Long Distance Nationals	11,718	42,044
	School Nationals	54,956	51,257
	World Campaign	176,173	145,087
	Membership cards	6,147	11,172
	Special projects (Coaching course delivery, contract event delivery and other )	151,307	84,427
	Takapuna Beach cost of sales	86,477	104,727
	Total	722,712	671,051

		This Year	Last Year
Expense Item	Analysis	\$	\$
Other expenses	Advertising	2,433	2,654
	Audit fees	5,705	5,207
	Bank fees	294	699
	Consulting & accounting	1,476	1,621
	Insurance	12,600	11,842
	NKOA meetings	12,698	9,055
	Office, communications and stationery	10,864	11,085
	Rent	19,800	15,300
	Travel	8,750	8,013
	Vehicle expenses	14,739	21,598
	Depreciation	6,421	5,093
	Other operating expenses	4,664	5,196
	Total	100,444	97,363

Notes to the Performance Report

For the year ended

30 September 2017

	Note 3 : Analysis of Assets and Liabilities		
		This Year	Last Year
Asset Item	Analysis	\$	\$
Bank accounts and cash	Kiwibank - Operations Bank Account	36,666	13,092
	Kiwibank - Savings Account	16	16
	Kiwibank - Term Savings Account	67,470	56,340
	Kiwibank - World USD Account	464	461
	Total	104,616	69,909
		This Year	Last Year
Asset Item	Analysis	\$	\$
Debtors and prepayments	Accounts receivable	27,691	15,537
	Accounts receivable - events	-	2,378
	Prepayments	27,320	20,462
	Total	55,011	38,377
		This Year	Last Year
Liability Item	Analysis	\$	\$
Creditors and accrued expenses	Mastercard	4,559	6,214
	Accounts payable	21,153	18,667
	GST payable	9,377	9,454
	Accrued expenses	8,167	22,812
	Total	43,256	57,147
		This Year	Last Year
Liability Item	Analysis	\$	\$
Employee costs payable	Holiday pay provision	10,069	634
	Total	10,069	634
		This Year	Last Year
Liability Item	Analysis	\$	\$
Grants with conditions and other	Grants in advance	33,099	-
income in advance	Income in advance (entry fees)	19,382	-
	Total	52,481	

#### Note 3 : Analysis of Assets and Liabilities

# Notes to the Performance Report

For the year ended 30 September 2017

# Note 4 : Property, Plant and Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Office equipment	2,266	5,390		3,910	3,746
Plant & Equipment	- 18,742			2,511	16,231
Total	- 21,008	5,390		6,421	19,977

Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Office equipment	5,241			2,975	2,266
Plant & Equipment	18,981	1,879		2,118	18,742
Total	24,222	1,879		5,093	21,008

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#### Notes to the Performance Report

# For the year ended 30 September 2017

#### Note 5: Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance		71,513	- C	71,513
Capital contributed by owners or members	¥			- 10
Capital returned to owners or members	-			-
Surplus/(Deficit)		2,285		2,285
Distributions paid to owners or members		-		
Transfer to Reserves		-	-	
Transfer from Reserves		+	÷	
Closing Balance	1	73,798	Stellet.	73,798

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	76,110	÷	76,110
Capital contributed by owners or members				
Capital returned to owners or members				-
Surplus/(Deficit)		(4,597)		(4,597)
Distributions paid to owners or members		-		-
Transfer to Reserves		-	-	
Transfer from Reserves		-	-	
Closing Balance		71,513	-	71,513

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Notes to the Performance Report

# For the year ended 30 September 2017

Note 6 : Commitments and Contin	ngencies	At balance date	At balance date
		This Year	Last Year
Commitment	Explanation and Timing	\$	\$
	No later than one year	15,746	10,346
Commitments to lease or rent	One to five years	11,693	8,28
assets	Motor vehicle and premises leases; total commitment	27,439	18,62
Commitment to purchase	Nil		
property, plant and equipment			
Commitments to provide loans or	Nil		
grants			
Contingent Liabilities and Guaran	tees		
There are no contingent liabilities	or guarantees as at balance date (Last Year - nil )		
Note 7: Related Parties			
Related Party Disclosures:			
There were no transactions involv	ing related parties during the financial year. (Last Year - Nil).		
There are no outstanding related p Year - Nil).	party balances at the end of the period and no related party bala	ances have been written off d	uring the year. (Last
Note 8: Events After the Balance	Date		
Events After the Balance Date:			

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# Nga Kaihoe Aotearoa (Waka Ama New Zealand) Inc.

Independent auditor's report to the Members

# **Report on the Performance Report**

# Opinions

We have audited the performance report of Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated (the entity), which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 September 2017, the statement of financial position as at 30 September 2017, and the statement of accounting policies and other explanatory information.

## In our opinion:

- 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 accompanying performance report gives a true and fair view of:
  - i) the entity information for the year then ended;
  - ii) the service performance for the year then ended; and
  - iii) the financial position of Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated as at 30 September 2017 and of its financial performance, and cash flows for the year then ended.

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

We conducted our audit of 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 International Standards 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).

Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated.

#### CHARTERED ACCOUNTANTS & ADVISORS

Level 4, 21 Queen Street Auckland 1010, New Zealand PO Box 106 090 Auckland 1143, New Zealand Telephone: +64 9 366 5000 williambuck.co.nz

William Buck Audit (NZ) Limited





# **Responsibilities of the Board for the Performance Report**

The Board are responsible for:

- 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 preparation of a performance report on behalf of the entity that gives a true and fair view, which comprises:
  - the entity information;
  - 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 Public Benefit Entity Simple Format Reporting – Accrual (Not-ForProfit) issued by the New Zealand Accounting Standards Board, and

c) for such internal control as the Board determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board are responsible on behalf of Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated for assessing the Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated or to cease operations, or have no realistic alternative but to do so.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Nga Kaihoe Aotearoa (Waka Ama New Zealand) Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance



report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

The engagement director on the audit resulting in this independent auditor's report is Alison Anderson.

# **Restriction on Distribution and Use**

This report is made solely to the entity's members, as a body. Our audit work has been undertaken so that we might state to the entity's members those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the entity and the entity's members, as a body, for our audit work, for this report or for the opinions we have formed.

William Buck

William Buck Audit (NZ) Limited

Auckland 25 November 2017