



Big Brothers Big Sisters
of Rotorua
Tuakana Teina

2019 Annual Report



A word from the children...

What are the favourite things you do with your mentor?

Get to talk to him about stuff

Make cupcakes for everyone in the class

Jumping off the wharf

Biking

Swimming

Going on the boat

Our little talks

Hanging and making short films

Making pizza

Bake

Cook

Paint

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This report is written for the presentation at the 5th Annual General Meeting of Big Brothers Big Sisters, October 2019.



Chair's Report

For the financial year ending 30 June 2019

It is my pleasure to prepare this report in the knowledge that this year we have again gone from strength to strength with amazing support from our community.

Firstly to our funding community - we have been so grateful to receive the support from a raft of funders all of whom have enabled us to carry out our business of mentoring children. There is a separate list in this annual report of our supporters but to each and every one of you – thank you. No matter how big or how small YOU HAVE MADE A DIFFERENCE AND WE COULDN'T DO THIS WITHOUT YOU.

To our community of mentors - what a tremendous bunch of people you are. Some of you now have committed to four years of mentoring and the difference you have made in that young person's life has been immeasurable. The reality is that more often than not the positive impact you have made has spread to extended family and the school environment. They too have noticed and appreciated your time and efforts. Thank you to the workplaces that have come on board allowing more mentors to be involved in our local schools. YOU HAVE MADE A DIFFERENCE AND WE COULDN'T DO THIS WITHOUT YOU.

To our staff - what a team! Thanks Darryl for your amazing support to our 'Bigs' and our 'Littles' and to their families and teachers, and all the other people you deal with on a daily basis. You really care about our children and their families. It was great to have achieved our goal to appoint a second Case Manager. We had worked on this for a year and it was great to welcome Nicki who started work just three weeks before our financial year ended to run our Mentors in Schools Programme. YOU HAVE BOTH MADE A DIFFERENCE AND WE COULDN'T DO THIS WITHOUT YOU.

To Mel – thanks for supporting Darryl and the Board. The work you do in growing our mentoring is very much appreciated, with more new workplaces and sponsors coming on board each year. YOU HAVE MADE A DIFFERENCE AND WE COULDN'T DO THIS WITHOUT YOU.

To our community of Board members - Laurie, Ed, Maxine, Jeanette, Gill and Alison (our ex officio member). Thanks for your ongoing support to our mission – every child reaches their potential. At all times you are supportive and positive. YOU HAVE MADE A DIFFERENCE AND WE COULDN'T DO THIS WITHOUT YOU.

We will miss Maxine who has supported us from the start. Her wisdom and encouragement has been exceptional and we always knew if you were supporting our kaupapa we must be on the right track. We accept your resignation with regret. YOU HAVE MADE A DIFFERENCE AND WE WILL TRY TO DO THIS WITHOUT YOU.

Everyone has a season and this is my last report as Board Chair. I have resigned from the role but will remain on the Board as a Trustee. It has been a privilege being involved with such a life changing organisation.

Robyn Spurdle

Chair



Coordinator's Report

Since 2014 when BBBS was born in Rotorua it has rapidly been growing from a happy new born child to what I believe is now a vibrant adolescent in full puberty! Lots of changes and growing pains but all necessary and normal as we reach for further stages of development.

Slowing down to change gears

Some of our statistics are down for the last year. We lost a number of community matches due to the fact that some of the families of the children we serve had higher needs and became challenging for our mentors to engage with.

This led us to see the need to expand our school based mentoring programme so we could offer mentoring to children in more challenging situations and the volunteers could meet with the child in a safe environment. And expand it has! In May we employed Nicki Pugh as a part time School Mentoring Coordinator. Nicki has fitted into the role extremely well and this the programme has gone from just one school with five Police mentors to four schools and fast approaching over 20 matches.

I have recently been teaching my youngest child to drive a manual car. Learning to change gears has been tricky for her! Applying the brake, slowing down and disengaging the motor in order to change gears and then speed up. Our journey with BBBS over the last year has been similar but we are now firmly in a new gear now and enjoying experience of speeding up again and travelling into new territory.

These gear changes also involve developing our strategy and structures so the mentoring is accompanied by effective governance, management and business systems. Recent funding received from The Tindall Foundation has been timely and useful to access outside consultancy as we go through a process of development in all these areas. I am confident of the success of this process as it is built on the good foundation of a fantastic Board of Trustees and great staff. We can also be thankful of being in a strong financial position due to successful community funding applications and wonderful financial support from local businesses and people. As a result we have also been able to purchase a new car and upgrade our old car for a very good second car used by Nicki for the school based mahi.

Uniquely Rotorua

We are constantly striving to deliver our services more effectively to the Rotorua community. Our families and tamariki in Rotorua do have many needs and challenges and we need to continue to find ways of helping as many children as possible including those whose families are also struggling with changes in their situations.

BBBS is an international programme that has strong policies and procedures which are duplicated in a very uniform way all over the world. This is for good reason, primarily so best practice is offered for the safety and benefit of all involved. However, within this framework we need to explore creative ways of bringing great mentors and great children together in a relationship that can help build a brighter future for all.

The BBBS of Rotorua journey continues to be a great ride with fabulous people on board. I finish with a massive shout out to our amazing mentors. Your goodness and selflessness continues to be the backbone of our organisation and it is always a joy and honour to work alongside you all!

Kia kaha and arohanui,

Darryl Parker

Rotorua Programme Coordinator

STATISTICS 2018/2019

For financial year ending 30 June 2019

12

**NEW
MATCHES
2018/2019**

30

**CURRENT
MATCHES
30/6/2019**

66

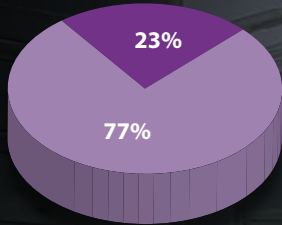
**MATCHES
SERVED
SINCE LAUNCH
IN ROTORUA
2018/2019**



STATISTICS 2018/2019

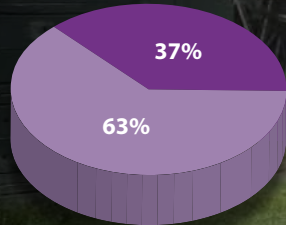
For financial year ending 30 June 2019

Programme Type



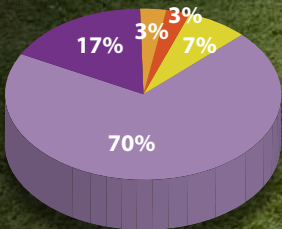
- Community Based Programme
- School Based Programme

Gender of Young People Matched



- Male
- Female

Ethnicity of Young People Matched



- Māori
- European / Pakeha
- Asian
- European
- Other





Big Brothers Big Sisters
of Rotorua
Tuakana Teina

Financial Statements For the year ended 30 June 2019

REVIEWER'S REPORT

I have reviewed the financial statements of Big Brothers Big Sisters of Rotorua. The financial statements provide information about the past financial performance and its financial position as at 30 June 2019. The review was planned and performed so as to obtain all the information and explanations that I considered necessary. I obtained sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements. Other than my capacity as reviewer, I have no relationship with or interests in Big Brothers Big Sisters of Rotorua.

In my opinion the financial statements give a correct view of the position of the Trust as at 30 June 2019 and the results of its operations for the year ended on that date.

My review was completed on 11 September 2019 and my opinion expressed on that date.

Julie Shing

Big Brothers Big Sisters of Rotorua Charitable Trust

Entity Information

Nature of Business	Community Charitable Trust registered under the Charities Act 2005
Charity Number	CC50503
Date of Settlement	19 March 2014
Entity Structure	The charity is governed by six trustees
Trustees	Jeanette Crean Ed Van den Broek Laurie Durand Gill Kenna Maxine Rennie Robyn Spurdle
Source of Cash and Resources	Funding is from successful grant applications, donations and sponsorship. Fundraising is carried out when an opportunity presents.
Reliance on Volunteers	The charity relies on volunteers to administer the charity and to mentor children. The charity also has paid employees who train mentors, arrange and support matches with children and undertake administration duties.
Registered Office	Police Station, Fenton Street, Rotorua
Bankers	BNZ, 1176 Amohau Street, Rotorua 3010 Westpac, 1228 Amohau Street, Rotorua, 3010
Postal Address	Box 12-100, Rotorua 3045
Place of Work	Police Station, Fenton Street, Rotorua
Trust Number	2599542
IRD Number	113-889-535
Reviewer	Julie Shing, 19 Caulfield Place, Rotorua 3015

Description of the Entity's Outcomes:

To make a positive difference in the lives of young people through strong and enduring, professionally supported, mentoring relationships.

Additional Information:

The Trustees have ensured that the trust and organisation is meeting its legal obligations by ensuring health and safety registers are created and maintained and all legal requirements are fulfilled.

Description and Quantification of the Entity's Outputs:

	2019	2018
Mentors recruited	25	14
New matches	12	15
Number of matches @ 30 June	30	35

Additional Output Measures:

A new School Mentoring Coordinator started in May 2019. This role is a fixed term 12 month contract for 20 hours per week. The key focus of the role will be developing the school mentoring programme into more schools throughout Rotorua.

In March 2019 the Coordinator Support's hours were increased from 12 to 18 hours per week to assist more with mentor recruitment, funding and marketing.

Engaging with local businesses to sponsor staff to mentor during work time has proven to be a very successful mentor recruitment strategy. As demonstrated above this has resulted in much higher mentor recruitment numbers for this financial year.

Big Brothers Big Sisters of Rotorua Charitable Trust | Statement of Financial Performance for the year ended 30 June 2019

2018	INCOME		2019
52,266	Grants	<i>Note 1</i>	87,900
19,536	Donations		16,310
1,557	Fundraising		1,471
8,900	Sponsorship		16,625
<u>709</u>	Interest Revenue		<u>711</u>
82,968	TOTAL OPERATING INCOME		123,017
	OPERATING EXPENSES		
	Costs Related to Providing the Service		
290	Mentee Support	275	
56,517	Mentor Training and Facilitation	67,742	
581	Mentor Training - Supplies	683	
<u>683</u>	Mentor – Mentee Get-togethers	<u>361</u>	
58,071	Total Costs Related to Providing the Service		69,061
	Administration and Overhead Costs		
	Employee Related Overhead Costs		
6,280	Administration Wage Component	-	
1,788	Conference Expenses	2,691	
424	Professional Development	575	
<u>10,535</u>	Support Staff	<u>20,997</u>	
19,027	Total Employee Related Costs		24,263
	General Administration Costs		
232	Computer Expenses	625	
587	Depreciation - Computer Equipment	1,092	
2,250	Depreciation - Vehicles	-	
-	Donation - Geysers Foundation	1,000	
302	General and Office Expenses	605	
906	General Insurance and ACC	1,146	
610	Marketing	2,876	
1,407	Phone Expenses	2,256	
-	Recruitment Expenses	299	
<u>2,116</u>	Vehicle Expenses	<u>2,747</u>	
<u>8,410</u>	Total Administration and Overhead Costs		<u>12,646</u>
<u>85,508</u>	Total Operating Expenses		<u>105,970</u>
<u>(2,540)</u>	EXCESS OF INCOME OVER EXPENSES/(EXPENSES OVER INCOME)		<u>17,047</u>
-	Plus Capital Grants and Donations	<i>Note 2</i>	<u>24,170</u>
<u>(2,540)</u>	EXCESS OF INCOME OVER EXPENSES/(EXPENSES OVER INCOME)		<u>41,217</u>

Big Brothers Big Sisters of Rotorua Charitable Trust | Statement of Financial Position as at 30 June 2019

2018				2019
<u>54,534</u>	Accumulated Funds		<i>Note 6</i>	<u>95,751</u>
	Current Assets			
45,158	Cash and Cash Equivalents		<i>Note 3</i> 85,230	
-	Accounts Receivable		5,068	
81	Interest Accrued - Investment account		426	
<u>915</u>	Prepaid Expenses		<u>984</u>	
46,154	Total Current Assets			91,708
	Other Current Assets			
<u>20,000</u>	Bank Term Investment		<i>Note 4</i>	<u>20,000</u>
66,154				111,708
	Non Current Assets			
<u>4,045</u>	Property Plant and Equipment		<i>Note 5</i>	<u>27,532</u>
70,199	Total Assets			139,240
	Less Current Liabilities			
238	Accounts Payable		24,353	
9,927	Employee Costs Payable		11,937	
1,000	Unexpended Grants		3,000	
-	Unexpended Sponsorship		<u>4,200</u>	
<u>11,165</u>				<u>43,490</u>
4,500	Restricted Purpose Fund		<i>Note 7</i>	-
15,665	Total Liabilities			43,490
<u>54,534</u>	Net Assets			<u>95,751</u>

Big Brothers Big Sisters of Rotorua Charitable Trust | Statement of Cash Flows for the year ended 30 June 2019

2018	Operating Activities	2019
	Cash was received from:	
77,659	Donations, fundraising and other similar receipts	143,108
<u>707</u>	Interest	<u>366</u>
78,366		143,474
	Cash was applied to:	
(81,398)	Payments to suppliers and employees	<u>(101,492)</u>
(3,032)	Net Cash Flows to Operating Activities	41,982
	Investing Activities	
	Cash was applied to:	
(2,640)	Purchase of computing equipment	<u>(1,910)</u>
(2,640)	Net Cash Flows from Investing Activities	<u>(1,910)</u>
(5,672)	Net Change in Cash for Period	<u>40,072</u>
	Cash Balances	
50,830	Cash and cash equivalents at beginning of the period	45,158
<u>45,158</u>	Cash and cash equivalents at end of the period	<u>85,230</u>
<u>(5,672)</u>	Net Change in Cash for Period	<u>40,072</u>

Reporting Entity

Big Brothers Big Sisters of Rotorua is a registered charitable entity under the Charities Act 2005. These financial statements comprise the financial statement of the Charity for the year ended 30 June 2019.

Basis of Preparation

The charity 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 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 Charity will continue to operate as a going concern in the foreseeable future.

These financial statements are prepared on an historical cost basis and are presented in New Zealand dollars (NZ\$).

Audit or Review

These financial statements have been subject to a review.

SPECIFIC ACCOUNTING POLICIES

The accounting policies of the Charity have been applied consistently to all years presented in these financial statements.

The significant accounting policies used in preparation of these financial statements are summarised below:

Accounts Receivable

Accounts Receivable are stated at their estimated realisable value.

Creditors and Other Payables

Creditors are stated at cost.

Revenue Income

Interest income is accrued.

Donations, sponsorship and grants are accounted for as income when they are received but are apportioned to the correct year if unexpended.

Income Tax

Big Brothers Big Sisters of Rotorua is exempt from income tax by virtue of section CW 42(1) of the Income Tax Act 2007.

Goods and Services Tax

This entity is not registered for GST therefore all figures shown in the financial statements are GST inclusive.

Changes in Accounting Policies

There have been no changes in accounting policies.

Capital Commitments

There are no capital commitments as at 30 June 2019 (2018 nil).

Contingent Liabilities

There are no contingent liabilities as at 30 June 2019 (2018 nil).

Related Parties

There were no transactions involving related parties during the financial year ended 30 June 2019 (2018 nil).

Events after Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (2018 nil).

Note 1 - Grants:

The grants were made up from:

2018		2019
-	Bay Trust	10,000
2,000	COGS	2,000
4,625	Geyser Foundation - RLC	5,000
-	Geyser Foundation - Tindall	4,500
2,641	Infinity	-
15,000	Lotteries	15,000
15,000	RECT	20,000
3,000	RECT – Administration Grant	3,500
<u>10,000</u>	Southern Trust	<u>27,900</u>
<u>52,266</u>		<u>87,900</u>

Note 2 - Capital Grants and Donations:

The capital grants and donations were made up from:

2018		2019
-	Four Winds (Computer Equipment)	1,500
-	One Foundation (Vehicle)	18,170
-	Rotary Charity Luncheon (Transferred from Restricted Funds for Vehicle)	<u>4,500</u>
-		<u>24,170</u>

Note 3 - Cash and Cash Equivalents:

2018	2019	
44,158	Westpac Cheque account	3,692
<u>1,000</u>	BNZ Cheque account	<u>81,538</u>
<u>45,158</u>		<u>85,230</u>

Note 4 – Other Current Assets:

2018		2019
20,000	Westpac Investment account	-
-	BNZ Investment account	<u>20,000</u>
<u>20,000</u>		<u>20,000</u>

The BNZ Investment account earns interest at 3.30% p.a. and is due to mature on 16 November 2019.

Note 5 - Property, Plant and Equipment

This year	Opening Carrying Amount	Purchases	Sales/ Disposals	Current year Depreciation and Impairment	Closing Carrying Amount
Asset Class					
Computers	2,053	1,910		1,092	2,871
Vehicles	1,992	22,670		-	24,662
	<u>4,045</u>	<u>24,580</u>		<u>1,092</u>	<u>27,533</u>

A new vehicle was purchased on 30th June 2019. No allowance for depreciation has been made in this financial year. The oldest vehicle was sold for \$2,000 after balance date. No further allowance for depreciation has been made for this vehicle in this financial year.

Last year	Opening Carrying Amount	Purchases	Sales/ Disposals	Current year Depreciation and Impairment	Closing Carrying Amount
Asset Class					
Computers	1	2,640	1	587	2,053
Vehicles	4,242	-	-	2,250	1,992
	<u>4,243</u>	<u>2,640</u>	<u>1</u>	<u>2,837</u>	<u>4,045</u>

Note 6 - Accumulated Funds:

2018		2019
57,074	Opening Accumulated Funds	54,534
<u>(2,540)</u>	Plus Excess Income over Expenses/(Excess Expenses over Income)	<u>41,217</u>
<u>54,534</u>	Closing Accumulated Funds	<u>95,751</u>

Included in Accumulated Funds is an amount of \$26,724 that was donated from the final distribution of a trust with a similar purpose that was wound up. It was donated as seeding equity but with the stipulation that it be used for emergency funding and not general administration expenses of the Charity. It is primarily represented in the Investment Account funds.

Note 7 – Restricted Purposes Fund:

This represented a donation received in the 2017 financial year from the Rotary Charity Luncheon specifically for the purchase of a new vehicle. As the vehicle was purchased in this financial year, the Restricted Purpose Fund has been transferred to General Funds.

Ngā mihi nui

Thank you to our community partners, funders and supporting agencies – without you, we wouldn't be able to deliver this wonderful programme to help our local tamariki.

Community Partners and Sponsors

NZ Police
Aura Accommodation
Hayes International
Blackslate Chartered Accountants
Patchell Group of Companies
Goodrick Contracting
Craigs Investment Partners
John Battersby
Rotorua Cycle Centre
Rotorua Lakes Council
Red Spot Design
Dimple Digital
The Wall
The Buried Village
Geyser Community Foundation
Zonta
Phillip Verry Charitable Trust
Hunt Foundation

Funders

The Southern Trust
Rotorua Energy Charitable Trust
Sunrise Rotary Club
Rotorua Rotary Club
Rotorua West Rotary Club
Lotteries
COGS
Four Winds Foundation
Tindall Foundation
Bay Trust

