



Council Agenda

Wednesday 04 February 2026, 8:30 am

The meeting will be held at Manawatu District Council Chambers, 135 Manchester Street, Feilding, and a video recording made available on

www.mdc.govt.nz

MEMBERSHIP

Chairperson

His Worship the Mayor, Michael Ford

Deputy Chairperson

Councillor Grant Hadfield

Members

Councillor Bridget Bell
Councillor Shelley Dew-Hopkins
Councillor Rob Duindam
Councillor Colin Dyer
Councillor Sam Hill
Councillor Raewyn Loader
Councillor James McKelvie
Councillor Jerry Pickford
Councillor Andrew Quarrie
Councillor Alison Short



Shayne Harris
Chief Executive

ORDER OF BUSINESS

	PAGE
1. MEETING OPENING	
Rishi Shama will open the meeting.	
2. APOLOGIES	
3. CONFIRMATION OF MINUTES	6
<i>Recommendation</i>	
<i>That the minutes of the Council meeting held 17 December 2025 be adopted as a true and correct record.</i>	
4. DECLARATIONS OF INTEREST	
Notification from elected members of:	
4.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and	
4.2 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	
5. PUBLIC FORUM	
There are no public forum speakers scheduled for this meeting.	
6. PRESENTATIONS	
6.1 REPRESENTATIVE FUND – BALLARAT CUP (FOOTBALL)	
Saskia Symonds will be in attendance speaking to Council.	
6.2 REPRESENTATIVE FUND – 2025 ASIA PACIFIC CUP CANOE POLO CHAMPIONSHIP	
Brandon Weston will be in attendance speaking to Council.	
7. 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:	
7.1 The Council by resolution so decides; and	
7.2 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.	

8. RECOMMENDATIONS FROM COMMITTEES

There are no recommendations from committees.

9. NON-COUNCIL MEETINGS – FOR INFORMATION

9.1 COMMITTEE AND GROUP MEETINGS – FOR INFORMATION

Minutes of the following Council Committees, Community Committees and Youth Council meetings are uploaded to the Council’s website, as they become available.

Liaison councillors will have the opportunity to provide a verbal update.

The below meetings took place from 17 December 2025 and 2 February 2026:

COMMUNITY COMMITTEE MEETINGS	
Halcombe Community Committee	• 2 February 2026
Himatangi Beach Community Committee	• 22 January 2026
Kiwitea Community Committee	• 28 January 2026
Pohangina Valley Community Committee	• 17 December 2025
Rongotea Community Development Group	• 2 February 2026
Sanson Community Committee	• 15 January 2026
Tangimoana Community Committee	• 17 December 2025 • 19 January 2026
https://www.mdc.govt.nz/about-council/committees-and-organisations/community-committees-and-plans	

10. OFFICER REPORTS

10.1 ESTABLISHMENT OF THE CREATIVE COMMUNITIES FUNDING PANEL 13

Report of the General Manager – Community.

10.2 MANAWATU COMMUNITY TRUST STATEMENT OF EXPECTATION 2026/2027 39

Report of the General Manager – Community.

10.3 PRIORITY SERVICE CONTRACTS - ANNUAL REPORTS (10.30AM) 47

Report of the General Manager – Community.

Presentations from:

- SnapBACK Gym
- Te Manawa Family Services
- Feilding and Districts Arts Society

11. CONSIDERATION OF LATE ITEMS**12. PUBLIC EXCLUDED BUSINESS****COUNCIL TO RESOLVE:**

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

1. Confirmation of Public Excluded Minutes
2. Release of Public Excluded Items

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
13. Confirmation of Minutes; 17 December 2025	<p><i>To consider the accuracy of the minutes of the public excluded Council meeting on 17 December 2025.</i></p> <p><i>Any changes to previous minutes may require members to discuss the content of the public excluded session.</i></p>	s48(1)(a)
14.1 Release of Public Excluded Items	<p>s7(2)(a) – privacy</p> <p>s7(2)(h) – commercial activities</p> <p><i>This report includes notes on public excluded resolutions that may not be approved for release into the public forum</i></p>	s48(1)(a)

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.

15. MEETING CLOSURE

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 17 DECEMBER 2025	8:32 AM

Minutes of a meeting of the Council held on Wednesday 17 December 2025, which commenced at 8.32 am, at the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Mayor Michael Ford Councillor Bridget Bell Councillor Shelley Dew-Hopkins Councillor Rob Duindam Councillor Colin Dyer Councillor Grant Hadfield Councillor Sam Hill Councillor Raewyn Loader Councillor James McKelvie Councillor Jerry Pickford Councillor Andrew Quarrie	Chairperson
APOLOGIES:	Councillor Alison Short	
IN ATTENDANCE:	Shayne Harris Hamish Waugh Frances Smorti Lyn Daly Amanda Calman Ash Garstang Lisa Thomas Steph Skinner	Chief Executive General Manager – Infrastructure General Manager – People and Corporate General Manager – Community Chief Financial Officer Governance and Assurance Manager Strategy Manager Governance and Strategy Officer

MDC 25-28/084

MEETING OPENING

Jerald Twomey (Kaitohu Aporei - Māori (Principal Advisor – Māori)) opened the meeting.

MDC 25-28/085

APOLOGIES

RESOLVED

That the apology from Councillor Alison Short be approved.

Note: Councillor Grand Hadfield is an apology for lateness.

Moved by: Cr Rob Duindam

Seconded by: Cr Jerry Pickford

CARRIED (10-0)

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 17 DECEMBER 2025	8:32 AM

MDC 25-28/086

CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Council meeting held 03 December 2025 be adopted as a true and correct record.

Moved by: Cr Colin Dyer

Seconded by: Cr James McKelvie

CARRIED (10-0)

MDC 25-28/087

DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 25-28/088

PUBLIC FORUM

There were no requests for public forum.

MDC 25-28/089

PRESENTATION – REPRESENTATIVE FUND – 2025 ASIA PACIFIC CUP CANOE POLO CHAMPIONSHIP

Seanna Bennett spoke to Council about her attendance at the 2025 Asia Pacific Cup Canoe Polo Championships. Highlights:

- Games were five per side and took place in a lake. They played seven games, including against teams from Singapore, Malaysia, China, Russia, and Chinese Taipei (Taiwan).
- The team finished second with a silver medal.
- Seanna will be playing in Auckland, Christchurch, and Hastings in 2026.

MDC 25-28/090

PRESENTATION – REPRESENTATIVE FUND – U11 MANAWATŪ MAORI RUGBY LEAGUE REPRESENTATIVE TEAM

Mataeo Blythe spoke to Council about his attendance at the MRL Tamariki Tournament. Highlights:

- Mataeo played in Rotorua and it was his 3rd year representing the Manawatū.

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 17 DECEMBER 2025	8:32 AM

- The team won three out of their five games, and Mataeo was awarded the 'Player's Player Award', acknowledging his teamwork and performance.
- He would like to play at a national level when he is older.

MDC 25-28/091

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

MDC 25-28/092

RECOMMENDATIONS FROM COMMITTEES

There were no recommendations from committees.

MDC 25-28/093

COMMITTEE AND GROUP MEETINGS – FOR INFORMATION

The following Council Committees, Community Committees and Youth Council meetings were notified for information.

COMMUNITY COMMITTEES	
Āpiti Community Committee	• 11 December 2025
Colyton Community Committee	• 11 December 2025
Kimbolton Community Committee	• 08 December 2025
Pohangina Valley Community Committee	• 15 December 2025
Sanson Community Committee	• 11 December 2025

Liaison Councillors provided brief updates on their respective Committees.

- Āpiti Community Committee – Cr Sam Hill. New Committee, Chair, Treasury and Secretary were elected. Installed five new heat pumps in the hall.
- Colyton Community Committee – Cr Colin Dyer. They discussed how they might use their funding for next year.
- Kimbolton Community Committee – Cr Rob Duindam. They will be electing their new Committee in February 2026. They will open the new playground in February 2026 as well.
- Pohangina Valley Community Committee – Cr Bridget Bell. This meeting was rescheduled to 17 December 2025.
- Sanson Community Committee – Cr Jerry Pickford. They were happy about fencing off the lease land in the market. Cr Bridget Bell mentioned that they did not meet quorum for their meeting, and they are hoping that MDC will support them in a communications plan to attract new members and volunteers.
- Mayor Michael Ford advised that Sanson had their community event last night, which himself, Cr Dyer and staff attended.

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 17 DECEMBER 2025	8:32 AM

MDC 25-28/094

ANNUAL PLAN CONSULTATION DECISION

Report of the Chief Financial Officer – seeking a decision from Council on whether or not to undertake public consultation for the Annual Plan 2026/27.

RESOLVED

1. **That Council determines that the draft Annual Plan 2026/27 does not contain any significant or material difference from year 3 of the Long-term Plan 2024-34, and therefore, in accordance with section 95(2) and 95(2A), consultation is not required.**
2. **That the Council notes that following the adoption of the Annual Plan 2026/27, information will be provided to the community regarding the content of the plan.**

Moved by: Cr James McKelvie

Seconded by: Cr Sam Hill

CARRIED (10-0)

MDC 25-28/095

ENDORSEMENT OF THE ENVIRONMENTAL SCAN

Report of the General Manager – People and Corporate, seeking Council's endorsement of the final version of the Environmental Scan and its supplementary Infographic, and to use these as supporting documents for early engagement on the 2027-37 Long-term Plan. These documents will be made publicly available on Council's website and used during early engagement as background information for those interested in the 2027-37 Long-term Plan.

RESOLVED

That Council:

1. **Endorse the Environmental Scan (Annex A) and the Infographic (Annex B) as supporting documents, for the Manawatū District Council's 2027-37 Long-term Plan and agrees that these documents be made publicly available for early engagement and on the Council's website.**
2. **Agree that the Chief Executive make any minor edits to the Environmental Scan (Annex A) and the Infographic (Annex B) prior to publication.**

Moved by: Cr Sam Hill

Seconded by: Cr Shelley Dew-Hopkins

CARRIED (10-0)

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 17 DECEMBER 2025	8:32 AM

MDC 25-28/096

ADOPTION OF THE COMMUNITY HONOURS POLICY

Report of the General Manager – People and Corporate, seeking Council’s adoption of the updated Community Honours Policy, with or without amendment.

RESOLVED

That the Council adopts the updated Community Honours Policy (attachment 1), without amendment.

Moved by: Cr Colin Dyer

Seconded by: Cr Sam Hill

CARRIED (9-1)

MDC 25-28/097

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 25-28/098

PUBLIC EXCLUDED BUSINESS

RESOLVED

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

1. Confirmation of Minutes 3 December 2025
2. Contract Award for Additional Works for MDC1581-2 Manawatū CCTV Pipework and Sewerage Network Asset Inspections 2026-2028

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
13. Confirmation of Minutes; 03 December 2025	<i>To consider the accuracy of the minutes of the public excluded Council</i>	s48(1)(a)

MEETING MINUTES		
COUNCIL		TIME
WEDNESDAY 17 DECEMBER 2025		8:32 AM

	<p><i>meeting on 03 December 2025.</i></p> <p><i>Any changes to previous minutes may require members to discuss the content of the public excluded session.</i></p>	
14.1 Contract Award for Additional Works for MDC1581-2 Manawatū CCTV Pipework and Sewerage Network Asset Inspections 2026-2028	<p>s7(2)(i) – commercial negotiations</p> <p>This report discussed potential contract amounts that are commercial sensitive</p>	s48(1)(a)

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: Mayor Michael Ford

Seconded by: Cr Bridget Bell

CARRIED (10-0)

The meeting went into public excluded session at 9.23 am. For items MDC 25-28/099 to MDC 25-28/101 refer to public excluded proceedings.

Cr Grant Hadfield joined the meeting at 9.50 am.

The meeting returned to open session at 9.51 am.

The meeting was adjourned at 9.51 am and reconvened at 10.40 am.

MDC 25-28/102

PRIORITY SERVICE CONTRACTS – ANNUAL REPORTS

Report of the General Manager – Community, seeking Council receive these reports.

Every three-years Council makes Priority Services funding available to the community. Applications that meet the criteria in Manawatū District Council's Community Development Policy are considered. Successful organisations enter into a three-year Priority Service Contract with Council and are required to report to Council on their performance against agreed performance measures at six-monthly and 12-monthly intervals.

MEETING MINUTES		
COUNCIL		TIME
WEDNESDAY 17 DECEMBER 2025		8:32 AM

The Priority Service Contracts for the previous triennium ended on 30 June 2025. This report presents the 12-month reports for the period 1 July 2024 to 30 June 2025 from four of the 18 contracted organisations.

Presentations from:

- Manchester House Social Services – Maxene Adamson and Belinda Morgan
- Palmerston North Surf Life Saving Club – Alec Mackay
- Manawatū Rural Support Services – Aevryl Jestin and Linda Sievwright
- Whatunga Tuao – Volunteer Central – Kate Aplin and Jordan Dempster

RESOLVED

That Council receives the 12-month Priority Service Contract reports for the period ending 30 June 2025 from:

- **Manchester House Social Services**
- **Palmerston North Surf Life Saving Club**
- **Manawatū Rural Support Services**
- **Whatunga Tuao – Volunteer Central**

Moved by: Cr Grant Hadfield

Seconded by: Cr Shelley Dew-Hopkins

CARRIED (11-0)

MDC 25-28/103

MEETING CLOSURE

The meeting was declared closed at 11.38 am.

Meeting Video

<https://www.mdc.govt.nz/about-council/meetings-agendas-and-minutes/videos-of-council-and-committee-meetings/manawatu-district-council-meeting-videos>

Council

Meeting of 04 February 2026

Business Unit: Community
Date Created: 10 December 2025

Establishment of the Creative Communities Funding Panel

Purpose Te Aronga o te Pūrongo

To establish the Creative Communities Funding Panel and to appoint elected member representatives to it.

Recommendations Ngā Tūtohinga

1. That the Council establishes the Creative Communities Funding Panel and appoints the below two elected members:
 - Councillor Raewyn Loader
 - Councillor James McKelvie
2. That the attached terms of reference document for the Creative Communities Funding Panel be adopted by Council without amendment.

Report prepared by:
Ash Garstang
Governance and Assurance Manager

Approved for submission by:
Lyn Daly
General Manager - Community

1 Background Ngā Kōrero o Muri

- 1.1 The Creative Communities Scheme (CCS) is a partnership between Creative New Zealand (the Arts Council of New Zealand Toi Aotearoa) and territorial authorities to support participation in local arts activities. Under the scheme, Creative New Zealand provides an annual funding allocation to each participating council, which is then administered locally in accordance with the Creative Communities Scheme Guidelines.
- 1.2 Creative Communities funding is provided by Creative New Zealand for the purpose of supporting eligible community-based arts projects. The guidelines allow councils to use up to 10 percent of their annual CCS allocation for local promotion and advertising of the scheme, however this funding cannot be used to cover administration or governance costs. The guidelines do not provide for the payment or funding of community representatives or assessors serving on the Creative Communities assessment committee.
- 1.3 Under the Creative Communities Scheme Guidelines, councils are responsible for establishing an assessment committee to consider applications and allocate funding. The committee may be constituted in a range of forms, including as a committee of council, a subcommittee, or a community committee, provided it meets the membership and decision-making requirements set out in the guidelines. Regardless of its form, the assessment committee operates independently in its funding decisions and does not require formal ratification by full Council.
- 1.4 Prior to 2026, the Creative Communities panel operated as the Creative Communities Assessment Committee, a formal committee of Council. As such, it was subject to the statutory requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
- 1.5 The Mayor has discussed the proposed appointments individually with councillors.
- 1.6 Membership is currently comprised of:
 - Ben Caldwell (Chair)
 - Kim Savage (Deputy Chair and Tangata Whenua Representative)
 - 2x elected members – vacant
 - Sue James (Community Representative)
 - Karis Evans (Community Representative)
 - Michelle Thompson (Community Representative)

2 Strategic Fit Te Tautika ki te Rautaki

2.1 Elected member appointments ensure effective, representative governance that supports all Council priorities — particularly *A future planned together* and *Value for money and excellence in local government*.

3 Discussion and Options Considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

3.1 The Mayor has held individual discussions with councillors regarding the appointment of elected members to internal and external groups. Based on these discussions, officers have prepared draft recommendations for the Council's consideration and adoption.

3.2 The structure of the previous Creative Communities Assessment Committee created compliance issues with Creative New Zealand's guidelines regarding the appointment of community representatives. In part to address this, officers suggest establishing the panel as a subordinate decision-making body, which is permitted under Creative New Zealand's guidelines. This approach also means that the Committee would avoid the application of Local Government Act (LGA) and Local Government Official Information and Meetings Act (LGOIMA) requirements and correspondingly reduces the need for formal agendas, minutes, and public notification of meetings.

3.3 Councils participating in the Creative Communities Scheme need to comply with the Creative Communities Scheme Assessors Guide (CCS guidelines).

3.4 The Council can appoint up to two elected members to the group, with the remaining membership being made up of community representatives.

3.5 Community representatives can serve up to two consecutive terms (maximum of three years each term), however this term limit does not apply to elected members or community arts councils. Community representatives Sue James and Kim Savage are nearing the completion of their terms, and officers will follow the public nomination process set out in the CCS guidelines to replace them. Decisions around the appointment of community members are operational and will not come to Council.

3.6 Elected members do not receive additional remuneration for their membership on this funding panel, beyond their regular entitlement to mileage and travel time (if applicable).

3.7 Community representatives and the Tangata Whenua representative receive an allowance of \$130 for completing the pre-meeting assessments, \$130 for meeting attendance, and are entitled to the mileage rate set by the Remuneration Authority. These provisions are funded by Council (not via the Creative Community Scheme fund) and are formalised in the Remuneration and Reimbursement for External Committee Members Policy, which is reviewed by Council annually (next due May 2026).

4 Risk Assessment Te Arotake Tūraru

4.1 There are no risks associated with this report.

5 Engagement Te Whakapānga

Significance of Decision

5.1 The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Māori and Cultural Engagement

5.2 No Iwi engagement is required for this report. The CCS guidelines recommend that "at least one member must be of Māori descent and have local knowledge of Māori arts activity. CCS Managers are encouraged to consult with local iwi regarding Māori appointments".

Community Engagement

5.3 As members end their term, as per the CCS guidelines, engagement is sought for the coming vacancy, and the panel makes decisions based on applications received.

6 Operational Implications Ngā Pānga Whakahaere

6.1 The appointment of elected members to this group does not entail any operational implications.

7 Financial Implications Ngā Pānga Ahumoni

7.1 Funding for Creative Communities Scheme (CCS) grants are provided by Creative NZ. Allowances paid to panel members are funded by Council.

8 Statutory Requirements Ngā Here ā-Ture

8.1 As per the LGA 2002 (schedule 7, cl. 30), the Council has the authority to establish subordinate decision-making bodies and make elected member appointments to such groups.

8.2 The CCS guidelines lay out the requirements for the assessment panel that officers need to comply with.

9 Next Steps Te Kokenga

9.1 Officers will update the governance appointments register and publish the confirmed memberships on Council's website.

10 Attachments Ngā Āpitihanga

- Terms of Reference – Creative Communities Funding Panel
- Creative Communities Assessor Guidelines

Creative Communities Funding Panel

Terms of Reference

Purpose

Assess applications in accordance with the Creative Communities Scheme Guidelines.

Responsibilities

Assess applications in accordance with the Creative Communities Scheme Guidelines.

Delegated Authority

Make allocations in accordance with Creative Communities Scheme Guidelines.

Membership

Chairperson:	Ben Caldwell
Deputy Chairperson:	Kim Savage
Council representatives:	Cr James McKelvie, Cr Raewyn Loader
Community representatives:	Sue James, Karis Evans, Michelle Thompson
Tangata whenua representative:	Kim Savage

Quorum

Four members of the committee.

Meeting Cycle

Twice yearly in line with the Creative Communities Scheme, or as business requires.




ARTS COUNCIL OF NEW ZEALAND TOI AOTEAROA

Creative Communities Scheme Assessors Guide

Funding for local arts Te tono pūtea mō ngā manahau a te iwi kainga

Contact us

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Last updated: 23 May 2024

FRONT COVER:

*Winter Fairy, Dunedin Midwinter Carnival
2023.*

CONTENTS *NGĀ IHIRANGI*

1. INTRODUCTION TO THE CREATIVE COMMUNITIES SCHEME	
The purpose of the scheme	1
About Creative New Zealand and our partnership with local councils	1
Funds and funding rounds	1
Assessment committees	1
More information about the Creative Communities Scheme	1
2. ASSESSMENT COMMITTEES	1
Role of assessment committees	1
Membership and make-up of assessment committees	2
Dealing with conflicts of interest	3
Creative New Zealand support available to assessors	4
3. ELIGIBILITY REQUIREMENTS AND FUNDING CRITERIA	4
Eligibility requirements for CCS	4
Funding criteria for CCS	5
Costs that can be funded	6
Projects that can't be funded	6
Specific costs that can't be funded	6
Creative Communities Scheme and schools	7
Support under other Creative New Zealand funding programmes	7
4. THE ASSESSMENT PROCESS	7
Key guidelines for assessors	7
Stages of the assessment process	8
Applying the Assessment Scale	8
How the Assessment Scale works	8
The five assessment areas	8
Prioritising applications and allocating funding	10
5. PROMOTING THE SCHEME LOCALLY	11
6. GLOSSARY	13

This guide outlines the role and responsibilities of the
Creative Communities Scheme (CCS) assessment committees

1. Introduction to the Creative Communities Scheme

The purpose of the scheme

The Creative Communities Scheme (CCS) provides funding to communities so New Zealanders can be involved in local arts activities.

The scheme supports a wide range of arts projects under the following art forms: craft/object arts, dance, inter-arts, literature, Māori Arts, multi-artform (including film), music, Pacific Arts, theatre, and visual arts.

Creative New Zealand's partnership with local councils

Creative New Zealand, which is a Crown entity, works with city and district councils to deliver the Creative Communities Scheme.

Creative New Zealand is New Zealand's national agency for developing the arts. We encourage, support, and promote the arts in New Zealand for the benefit of all New Zealanders.

The Creative Communities Scheme is one of the ways we fund a broad range of arts projects in local communities. The Arts Council of New Zealand Toi Aotearoa Act 2014 allows us to allocate funding to other organisations so that they can administer grants in support of arts projects - this includes local councils that have agreed to become community arts providers. We have a written agreement with your local council to administer CCS.

Some councils, in turn, contract a third party to distribute these funds to local arts projects.

Funds and funding rounds

Each city or district council receives an annual allocation of funds from Creative New Zealand. The total allocation received by each local council consists of:

- a base grant of \$15,000
- an allocation of \$0.60 per head of population in the relevant area
- a GST component.

Each council or third-party organisation holds at least two and a maximum of four funding rounds each year. In some districts, where the amount to be allocated is very small, Creative New Zealand allows for just one funding round to be run per year.

Assessment committees

Each council or third-party organisation forms an assessment committee to allocate the CCS funding. The assessment committee is made up of councillors and community representatives who are familiar with the broad range of local arts activity.

2. Assessment committees

Role of assessment committees

Assessment committees are at the heart of the success of the Creative Communities Scheme. Their main role is assessing applications and allocating funding, in line with any specific local priorities that have been set by your council.

The assessors (the members of the assessment committee) should collectively have a broad knowledge of the arts activity in your local area.

Other functions of committee members include:

- discussing and making recommendations for promoting the scheme locally
- receiving reports on funded projects and discussing completed projects
- attending performances, exhibitions and other events funded by the Creative Communities Scheme
- attending meetings organised by Creative New Zealand
- contributing to the Annual Evaluation Report to Creative New Zealand
- electing new community representatives to the committee after a public nomination process.

Membership and make-up of assessment committees

The CCS assessment committee can be established as a committee of council, a sub-committee, or a community committee.

Decisions made by this committee do not need to be approved or confirmed by your council.

Whatever form the committee takes, it must meet the following guidelines for membership and decision-making.

Size of the committee

There is no specific requirement for the number of members an assessment committee must have.

However, Creative New Zealand strongly recommends that there be at least seven, and not more than 11 members. A committee of nine members works well; having an odd number also assists with voting.

Who sits on the committee

Each assessment committee consists of representation from local councils, community arts councils and the community.

Representation from local councils and community arts councils

- Councils may appoint up to two representatives to the assessment committee. These may be elected councillors or community board members with an arts and culture focus or knowledge. Elected councillors and local board members must not make up more than half of an assessment committee.
- Each community arts council in the local area has the right to have a representative on the assessment committee.

Community arts councils are organisations that have been gazetted under the Arts Council of New Zealand Toi Aotearoa Act 2014 or previous versions of this Act. (The New Zealand Gazette is the official Government newspaper.)

Community representatives

Community representatives on the assessment committee must be familiar with the range and diversity of local arts activities. Membership of the committee should reflect the make-up of the local community eg, young people, recent migrants, Asian residents, and local Māori and Pasifika peoples.

At least one member must be of Māori descent and have local knowledge of Māori arts activity. CCS Managers are encouraged to consult with local iwi regarding Māori appointments.

Youth councils, ethnic councils or other community groups do not have an automatic right to be represented on the committee, but they may nominate community representatives for election.

Community representatives can't include elected council members or community board members.

If council staff wish to stand as community representatives, they must be there independently of their role in council.

Community representatives must be elected in a public and open way by the existing assessment committee after a public nomination process. This can be done by:

- calling for written nominations through newspapers, community noticeboards, direct mail-outs, and websites, with representatives being elected by the committee from these nominees
- convening a public meeting so the public can make nominations, with representatives being elected by the committee from these nominees.

Where there's a limited response to a call for nominations or a public election process or the committee lacks specific knowledge, the committee (via the CCS Manager) may approach individuals directly and invite them to become members.

Having past members mentor new members can be a great way to support new or younger members as they join the committee.

Term of membership

Community representatives may be appointed or elected for a specified term of up to three years and can serve a maximum of two consecutive terms.

This term limitation does not apply to council or community arts council representatives however we do recommend rotation of council and community arts council representatives to keep the committee fresh.

It's a good idea to have a combination of new and experienced members. To keep this balance, we recommend that committee members be replaced over time.

Chairperson

Each year the assessment committee should elect a chairperson.

A person may serve a maximum of three consecutive years as chair.

Management of committee meetings

To be able to make the best funding decisions, committee members must be free to discuss all aspects of an application. For this reason, we recommend that assessment committees consider applications in accordance with the public excluded provisions of the Local Government Official Information and Meetings Act 1987 or, if they are a community committee, in private.

Individual councils are responsible for ensuring that meetings of the assessment committees operate in accordance with the relevant council standing orders, including the taking of minutes.

Dealing with conflicts of interest

To maintain the assessment committee's integrity and to guarantee that its decision-making is transparent and impartial, conflicts of interest must be declared and handled appropriately.

Three types of conflict of interest can arise - direct, indirect, and perceived.

Direct conflicts of interest

A direct conflict of interest can occur if a committee member applies for funding under the Creative Communities Scheme or is part of a group that applies and stands to benefit financially or materially from a successful application. In this situation the committee member concerned:

- must declare the conflict of interest as soon as he or she becomes aware of it, and
- must not assess the application, and
- must not take part in the decision-making process for that application, and
- must leave the room while the committee is assessing the application.

Alternatively, the committee member or the applicant group can withdraw the application.

A direct conflict of interest can also arise when an assessment committee is operated by a third party such as a community arts council, and the third party applies for funding through the Creative Communities Scheme. Third parties must not be involved in any part of assessment or decision-making process for their applications.

Indirect conflicts of interest

An indirect conflict of interest can occur when someone else other than the committee member applies but the committee member would benefit financially or otherwise if the application were granted. In these situations, the committee member:

- must declare the conflict of interest as soon as he or she becomes aware of it, and
- must not assess the application, and
- must not take part in the decision-making process for that application, and
- must leave the room while the committee is assessing the application.

Alternatively, the applicant can withdraw the application.

Perceived conflicts of interest

There is potential for a perceived conflict of interest when a CCS application is made by a

family member, friend, or associate of a committee member, or by an organisation associated with the committee member. Exactly how this should be dealt with will depend on the situation and particular relationship.

Immediate family and governance or commercial relationships

Committee members must declare a conflict of interest if:

- an application is from an immediate family member, or
- the committee member is involved in the governance of an organisation that has applied, or
- the committee member has a commercial relationship with the applicant.

In these cases, as well as declaring the conflict, the committee member must not assess the application and must leave the room while the committee is assessing it.

An “immediate” family member means a parent, spouse, civil union partner, de facto partner, brother or sister, or child (this includes acknowledged “foster” or “whāngai” siblings or children).

Other relationships

Perceived conflicts of interest may also arise when there is an application from:

- friends, or
- relatives that aren’t immediate family, or
- people and organisations with whom the committee member is associated.

In these cases, the committee member must declare the conflict, but should use their discretion in deciding whether they should participate in the assessment and decision-making process.

Recording conflicts of interest

All conflicts of interest must be noted at the start of the assessment committee meeting that will be considering the relevant application.

The conflict, and the member’s absence during the relevant discussions, must be recorded in the minutes of the meeting.

Creative New Zealand supports assessors

Meetings and workshops

Creative New Zealand organises regular regional meetings and training workshops for CCS Managers and assessors. These are intended to help Managers and assessors develop the knowledge and skills they need to deliver the scheme locally. The meetings are also a valuable opportunity to exchange information with colleagues in neighbouring local council areas.

Advice

Creative New Zealand staff are available to answer any questions you may have about assessing applications or about administering and delivering the scheme. These questions should be directed through your local CCS Manager.

3. Eligibility requirements and funding criteria

Eligibility requirements for CCS

The CCS Manager checks that applications meet all the following eligibility requirements to see if they can be assessed for funding.

• The applicant

- If the applicant is an individual, they must be a New Zealand citizen or permanent resident.
- If the application is from a group or organisation, they must be based in New Zealand.
- If the applicant has already received funding from CCS for another project, they must have completed a satisfactory Project Completion Report for the other project before they can make another application, unless the other project is still in progress.

- **The application**
 - The application must be on the standard application form provided by Creative New Zealand for the scheme.
 - The declaration must be signed.
- **The proposed project or proposal must meet all these criteria:**
 - have an arts focus
 - have identified one of the three funding criteria (see below)
 - take place within the city or district where the application is made
 - not have begun before any CCS funding is approved
 - not already have been funded through Creative New Zealand's other funding programmes
 - be scheduled to be completed within 12 months after funding is approved.

Funding criteria

The Manager forwards eligible applications to the assessment committee to be assessed against the following criteria:

- **Access and participation**
- **Diversity**
- **Young people**

One of the greatest strengths of CCS is that these funding criteria allow assessment committees to make decisions that consider the local context.

Committees are encouraged to apply the funding criteria according to the arts needs within their own council's area.

The funding criteria are described on the application form and all applicants need to pick the one criterion that their project best relates to.

Access and participation

The project will create opportunities for local communities to engage with and participate in local arts activities, eg:

- performances by community choirs, hip-hop groups, theatre companies, or poets

- creation of new tukutuku, whakairo or kōwhaiwhai for a local marae
- workshops on printmaking, writing, or dancing
- exhibitions by local craft groups promoting weaving, pottery, or carving
- festivals featuring local artists
- creation of a film or public artwork by a community
- artist residencies involving local artists or communities
- seminars for the development of local artists.

Diversity

The project will support the diverse arts and cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity, eg:

- workshops, rehearsals, performances, festivals, or exhibitions
 - in Māori or Pasifika heritage or contemporary artforms
 - by local migrant communities
 - by groups with experience of disability or mental illness
- arts projects that bring together groups from a range of different communities.

Young people

The project will enable and encourage young people (under 18) to engage with and actively participate in the arts, eg:

- a group of young people working with an artist to create a mural or street art or creating a film about an issue that's important to them
- publication of a collection of writings by young people
- music workshops for young people
- an exhibition of visual artwork by young people.

Costs that can be funded

The types of costs that can be funded include:

- materials for arts activities or programmes
- venue or equipment hire
- personnel and administrative costs for short-term projects
- promotion and publicity of arts activities
- reasonable requests to provide food for artists, participants, and audiences for community arts activities.

Projects that can't be funded

Types of projects that can't be funded under the Creative Communities Scheme include:

- Projects without an arts focus, eg:
 - puzzles, upholstery, magic, model-making, commercial design, commercial fashion design, fitness-based dance (such as aerobics or gymnastics), and martial arts (such as tai chi or karate)
- Film festivals presenting films made outside the local area
- Fundraising activities eg:
 - benefit concerts to raise funds to buy a capital item or to pay for another activity.
- Projects within the scope of other sectors or organisations, eg:
 - arts projects in schools or other educational institutions that are the core business of that institution or are normally funded through curriculum or operating budgets (see section below: Creative Communities Scheme and schools)
 - projects that mainly deliver outcomes for other sectors eg, health, heritage, or the environment.
- Council projects, which are any projects developed and run by a council or its subsidiary. This includes council-controlled organisations (CCOs), libraries, art galleries, museums, performing arts venues, economic development agencies and/or bodies that are 50% or more controlled by a council or group of councils.

This criterion does not prevent a local arts group from applying for a project that will use facilities owned and/or operated by a council or its subsidiary. However, an application can only be for the direct project costs of the applicant such as:

- materials for arts activities or programmes
- venue and equipment hire (including council owned or council-controlled venues)
- personnel and administrative costs for short-term projects
- promotion and publicity of arts activities.

This criterion does not prevent a council or council subsidiary from applying to Creative New Zealand for funding via our other funding programmes or initiatives.

A body eg, trust or foundation, which has been established to deliver outcomes for a council or its subsidiary is not eligible to apply.

- Facilities, eg:
 - projects to develop galleries, marae, theatres, and other venues - including the costs of fixed items, whiteware, floor coverings, furnishings, gallery and theatre lights, stage curtains or building restoration.

CCS funding is available for new artworks as part of marae projects such as tukutuku, whakairo, whāriki and kōwhaiwhai. Applications for funding for marae facilities or restoration projects should be made to the the [Oranga Marae fund](#) which is administered by Te Puni Kōkiri and the Department of Internal Affairs.

Specific costs that can't be funded

The following costs cannot be funded by CCS grants:

- ongoing administration and service costs (such as salaries) that aren't related to a specific project
- travel for individuals or groups to attend events, presentations or shows outside the local area
- buying capital items or equipment, such as cameras, computers, instruments, costumes, lights, or uniforms
- the costs of running fundraising activities
- entry fees for competitions, contests, and exams
- prize money, awards, and judges' fees for competitions
- payment of royalties
- paying off accumulated debt or debt servicing
- buying existing artworks for collections held by, for example, councils, museums, galleries, community groups or individuals.

Where any of the above costs are included in a CCS application, the applicant will need to be able to cover these costs from project income other than CCS funding eg, ticket sales or fundraising.

Creative Communities Scheme and schools

CCS cannot fund school arts activity which is the responsibility of teachers (including itinerant staff) to deliver. This is arts activity already delivered by teachers as defined in a school's annual curriculum and teaching programme.

All state and integrated schools need to deliver the National Curriculum and must have trained and registered teachers to deliver that curriculum. Each school decides what they want to focus on and establishes an annual curriculum and teaching programme.

What school activity can CCS support?

A school may undertake additional arts activity to complement and enhance its teaching programme. This activity is often referred to as co-curricular or extra-curricular activity. This activity may be eligible for support via CCS if it fits other CCS criteria. This might include performances or workshops by visiting artists taking place inside or outside the school, school productions (if they are not a primary vehicle for delivery of the school's curriculum and teaching programme) or community- based arts and cultural activities.

How can you tell if the activity is part of the curriculum and teaching programme?

Applicants need to supply a letter from the school principal stating that the activity or project is not part of the school's curriculum and teaching programme, has not been identified by teachers as an activity they would offer students themselves and is not primarily a vehicle for assessment. If an applicant has not supplied this letter a Manager can request this, or an assessment committee could allocate funding but make it conditional upon receipt of this letter.

NB: Other CCS funding criteria and exclusions also apply to school projects.

Support under other Creative New Zealand funding programmes

If the scale or significance of a proposed arts project goes beyond the local level, the project may be a better fit for one of Creative New Zealand's other funding programmes.

Information about the other funding opportunities we provide is available on our website: www.creativenz.govt.nz

4. The assessment process

Key guidelines for assessors

To maintain the integrity of the assessment process, all assessment committees must follow these three key guidelines:

1. Apply the Scheme's funding criteria ie, all projects must meet one of the funding criteria.
2. Use the Assessors Guide and Assessment Scale to make decisions.
3. Follow the procedures for dealing with conflicts of interest.

Stages of the assessment process

This is what happens after a CCS Manager receives and acknowledges an application for funding under the Creative Communities Scheme.

1. Eligibility requirements are checked – the CCS Manager checks that the application is eligible to be considered by the assessment committee.
2. Eligible applications are distributed to assessors – the CCS Manager distributes all the eligible applications to the individual assessors.
3. The Assessment Scale is applied to applications – individual assessors mark each application against the Assessment Scale, using the Application Marking Sheet to record a mark out of 20. They then return these marks to the Manager.
4. A ranked list is created – the CCS Manager collates the assessors' marks and creates a ranked list of all applications, from the highest marked to the lowest.
5. Applications are prioritised, and funding is allocated – the assessment committee meets to discuss the applications and decide which should have priority for funding.
6. All applicants are notified – the CCS Manager notifies each applicant in writing of the assessment committee's decision about their application.

Applying the Assessment Scale

Number of assessors per application

Each application should be assessed by all the assessors. If this isn't possible because of the number of applications, each application must be marked by at least three members of the committee who have relevant experience and knowledge of the particular artform.

Assessors are encouraged to mark applications using the Assessment Scale. This ensures that the assessment process is consistent and objective.

Giving each application a mark against the same scale and same set of questions allows applications to be ranked in priority before the assessment committee meets and provides a starting point for discussion.

Your manager will provide you with:

- all the applications you are to assess
- an Assessment Marking Sheet to insert your marks into.

Assessors must complete the Assessment Marking Sheet and return this in time for the Manager to compile a ranked list for the assessment committee meeting.

How the Assessment Scale works

Based on the information provided in each application for Creative Communities Scheme funding, the members of the assessment committee give a mark from 1 to 4 for each of the five assessment areas set out below.

The individual marks for each assessment area will provide a total score out of 20. These are then averaged, and a ranked list is created listing the applications with the highest scores at the top.

How the Assessment Scale works

Based on the information provided in each application for Creative Communities Scheme funding, the members of the assessment committee give a mark from 1 to 4 for each of the five assessment areas set out below.

The individual marks for each assessment area will provide a total score out of 20. These are then averaged, and a ranked list is created listing the applications with the highest scores at the top.

The five assessment areas

Area 1 The idea/Te kaupapa

What is it the applicant wants to do?

Give a mark based on your assessment of how strong and well-developed the idea behind the proposed project is.

- 4** The idea / kaupapa is extremely strong and well-developed.
- 3** The idea / kaupapa is generally strong and has merit
- 2** The idea / kaupapa is under-developed
- 1** The idea / kaupapa is not developed

Area 2 The process/Te whakatutuki?

How will the applicant carry out the project, and where and when?

Give a mark based on your assessment of the process (creative and/or practical), planning and timeline put forward for the project in the application.

- 4** The process, planning and timeline are extremely well-conceived and convincing
- 3** The process, planning and timeline are mostly well-conceived and credible
- 2** Some aspects of the process, planning or timeline are well-conceived
- 1** The process, planning and timeline are poorly conceived and not convincing, and/or key elements of the process, planning and timeline are incomplete

Area 3 The people/Ngā tāngata

Who is involved?

Give a mark based on your assessment of the relevant experience of the individual or group and their ability to deliver the project.

- 4** The ability and experience of the individual or group involved in the delivery of the project is exceptional
- 3** The ability and experience of the individual or group involved in the delivery of the project is strong
- 2** The ability and experience of the individual or group involved in the delivery of the project is below average or unproven
- 1** The ability and experience of the individual or group involved in the delivery of the project is unknown or not credible

Area 4 The criteria/Ngā paearu

How will the project deliver to the selected criterion?

Give a mark based on how well the proposed project will deliver to the selected criterion.

4	The project has the potential to deliver exceptional results under the selected criterion
3	The project has the potential to deliver strong results under the selected criterion
2	The project has the potential to deliver limited results under the selected criterion
1	The project has the potential to deliver minimal or no results under the selected criterion

Area 5 The budget/Ngā pūtea

How much will the project cost?

Give a mark based on your assessment of how strong the proposed project's financial information is and how reliable its budget is.

4	The financial information, including the budget, is realistic, complete and accurate
3	The financial information, including the budget, is mostly complete, realistic and accurate
2	The financial information, including the budget, is incomplete and only partly realistic and accurate
1	The financial information, including the budget, is unrealistic and/or incomplete and/or inaccurate

Prioritising applications and allocating funding

The assessment committee meets to decide which applications should have priority for funding. The committee focuses its discussion on:

- what level of support there is among committee members for those applications that scored highly on the Assessment Scale (a total mark between 16 and 20)
- which “middle ground” applications (a mark between 11 and 15) should be given priority
- strategic funding decisions and local funding priorities that may see applications given priority even though they haven’t scored as highly as others.

It’s appropriate to support a project if the application is eligible and meets the funding criteria and the assessment committee believes the project should have a high priority.

Grants can be made as general contributions to a project, or they can be tagged to a specific aspect of the project.

If an application has stated that the applicant is also asking for funding from other sources, the committee will need to consider how likely it is that the applicant will get that other funding and therefore whether the project will be viable.

Taking a strategic approach to funding decisions

Usually there’s pressure on CCS funds and it’s not possible to fund all of the creative projects taking place in our communities. Assessment committees will need to take a strategic approach to funding and make decisions that represent the best use of the funds available. It’s preferable that the best applications are given adequate support to ensure that they have a good chance of success, rather than spreading funding too thinly over a larger number of applications.

Funding decisions should also be made from a district or city-wide perspective. Rather than considering individual projects in isolation, it’s important that assessors are aware of the arts environment in the city or district as a whole and that they aim to fund projects in a way that develops and enhances the arts throughout the local area.

Declined applications

If the committee decides to decline an application, they will need to give the reason/s why. These are:

- the application is ineligible
- the application is incomplete
- the project is a low priority for funding.

Specific factors for the committee to consider

When deciding whether a proposed project should be a priority for funding, the committee should consider and discuss the following questions:

- Is there evidence of demand from the community?
- Will the project provide increased, sustained, or long-term benefits for the community?
- Will the project contribute to supporting the local arts priorities identified by the local council?
- Is there potential for the project to develop?
- Has the project received CCS support previously and, if so, has the project developed in any significant way?
- Given that priority should be given to strong projects that are likely to be successful, is the proposed level of funding support adequate to ensure that the project will succeed?
- What does the arts environment look like in the local area, and where is support needed? How will the project contribute to the development of the arts within the district or city?

Deciding the appropriate level of funding for an application

Assessment committees should award the amount and type of assistance that they agree is appropriate, regardless of the amount the applicant has asked for. If the committee decides to grant less than the amount asked for, it must be confident the project will still be viable.

Councils or assessment committees must not set an upper limit on how much funding applicants can ask for. However, it's good practice to manage applicants' expectations, and applicants can be given information about the range of funding amounts that have been granted in the past.

Councils and assessment committees also must not specify the level of an applicant's minimum contribution to a project (whether personal or through other funding sources) as a requirement for eligibility under the scheme.

Projects benefiting more than one council area

Projects that benefit more than one council area can be supported. Individual CCS Managers should liaise with the Manager in an adjacent council where appropriate.

Co-operation and joint support

Assessment committees may co-operate and jointly support projects that take place in adjacent local authority areas. This may be achieved through Managers liaising informally with other Managers and committees.

If your council would like to establish formal processes for co-operation and joint support, or would like to operate a joint assessment committee, this must be agreed in writing with Creative New Zealand.

Whether your process is formal or informal, it is recommended that Managers (and relevant management) of the adjacent council discuss and agree the following:

- The principles and considerations behind recommending that applicants submit applications to both committees, eg:
 - shared audiences
 - projects that sit across both boundaries

- the funding/infrastructure available in each district for different types of projects
- impacts for applicants
- timing of closing dates
- proportions of requests
- implications of one committee funding and another not.

- Under what circumstances Managers will or won't recommend that applicants submit to both committees
- How Managers will convey this advice to applicants
- How Managers will ensure your advice is consistent
- How Managers will keep each other in the loop.

5. Promoting the scheme locally

Promoting the scheme well is key to the success of CCS. Members of the assessment committee have a very important contribution to make in promoting the scheme effectively.

We encourage all assessment committees and Managers to regularly review how the scheme is being promoted. At least once a year the committee should devote some time to consider ways to improve the scheme's promotion.

Developing a promotion plan

To develop a plan targeted to your own community it may help to start by addressing the following questions:

Who needs to hear about the scheme?

In thinking about who you need to reach and how to reach them, consider these specific questions:

- Who is driving arts activities locally?
- What's new on the local arts scene?
- How can we encourage applications from a wide range of groups in our community?
- How will we reach young people?

How can you support your CCS Manager to promote the scheme?

You can support your CCS Manager to connect with your community with:

- **Brochures** - Your Manager has access to CCS printable brochures. Take some of these with you and pass them on to other artists, arts organisations, or community groups. These are also available in pdf format and in a variety of languages.
- **Social media** - Does your council have a Facebook page? Do you or your organisation have a Facebook page? If so, start “liking” and commenting on the council’s CCS postings or postings by groups that have been supported.
- **CCS funded events** - Attending CCS funded events and other community events can create opportunities for promoting the scheme. If you can attend these events, you might take copies of the brochures with you to share this information.

Up to 10% of the council’s annual CCS allocation can be used for promotion costs. This funding for promotion cannot be used to cover administration costs. Some councils have successfully run local promotional events, often based around the opening of an exhibition or a new venue, where they have showcased projects that have been supported through CCS.

Glossary

General terms

Arts: all forms of creative and interpretative expression (from the Arts Council of New Zealand Toi Aotearoa Act 2014, section 4).

Artform: one of various forms of arts practice.

Community: a community may be based around a place, a cultural tradition, or commonly held interests or experiences.

Ethnicity: an ethnic group is made up of people who have some or all of the following characteristics:

- a common proper name
- one or more elements of common culture, which may include religion, customs, or language
- a unique community of interests, feelings, and actions
- a shared sense of common origins or ancestry
- a common geographic origin.

Genre: a category of artistic, musical, or literary composition characterised by a particular style, form, or content; a kind or type of work.

Heritage arts: artistic expressions and forms reflecting a particular cultural tradition or traditions that New Zealand artists and practitioners continue to celebrate and practise, and that are appreciated and supported by New Zealand communities.

Masterclasses: classes, workshops, seminars, or other training offered by experienced and respected artists and practitioners (see also Wānanga).

Territorial authority: a district or city council.

Wānanga: a Māori term for a forum or workshop.

Definitions of artforms

Craft/Object: art includes traditional and contemporary applied arts practices of all the peoples of Aotearoa/ New Zealand, including Māori and Pasifika peoples and the diverse

cultures of people living in Aotearoa/ New Zealand today. Genres include, but are not limited to, ceramics, furniture, glass, jewellery, object making, raranga, studio-based design, tāniko, tapa making, textiles, tivaevae, typography, weaving and woodwork.

For projects involving a design component, artists can apply for funding to develop and/or make new work and for the public presentation of the work, but not for the commercial manufacture or production of a work.

Dance: includes forms of dance that clearly have an arts and cultural focus (as opposed to aerobics, fitness, or martial arts) eg, kapa haka, tango, traditional Highland dancing, hip-hop, classical Indian dance, Pacific dance, ballet, tap and jazz.

Inter-arts: projects integrate artforms of any cultural tradition, combining them to create a new and distinct work. The result of this integration is a hybrid or fusion of artforms outside of Creative New Zealand's existing artform categories.

Literature: includes both fiction and non-fiction

- **'Fiction'** includes, but isn't limited to, novels, novellas, short stories, poetry, children's fiction, young adult fiction, graphic novels, illustrated picture books, and speculative fiction such as fantasy fiction, science fiction, detective fiction, and historical fiction.
- **'Non-fiction'** includes, but isn't limited to, autobiography, biography, essays, social commentary, literary criticism, reviews, analytical prose, non-fiction written for children, young adult non-fiction, and writing about the physical and natural sciences.

Literary activities may include poetry readings, local storytelling, writers' and readers' events, and creative writing workshops. Creative New Zealand does not consider the following to be literature: instruction manuals, guidebooks, phrase books, and do-it-yourself and how-to books (including travel guides, gardening books, and recipe books); bibliographies, dictionaries, encyclopaedias, and professional reference works; newsletters; hymn books; and publisher catalogues.

Māori arts: activities that can be regarded as strong expressions of Māori identity. They include the following types of arts practice, which can also form the focus of workshops, wānanga and festivals:

- heritage te reo-based artforms, such as whaikōrero, haka, karanga and whakapapa recitation, waiata mōteatea, pao and kōrero paki
- heritage material artforms, such as toi whakairo (carving), tukutuku (wall decoration), kōwhaiwhai (painted rafters), and ngā mahi a te whare pora (weaving, textiles, and basketry)
- customary performance arts such taonga puoro, karetao (puppetry), and ngā tākarō (string games)
- contemporary Māori arts activities that draw on traditional heritage artforms, fusing them with other elements to create innovative expressions of Māori cultural identity eg, theatre and contemporary dance productions, creative writing, song writing, and photography.

Multi-artform: (including film) projects combine or feature two or more artforms eg, a youth project that combines music and visual arts, or a festival that features dance, music, and theatre. Film includes animation, dance film, documentary film, experimental film, feature film, short film, and moving-image art projects.

Music: includes all music genres for example classical and contemporary music; popular and rock music; rap and hip-hop; orchestral and choral music; brass bands; opera; jazz; ‘world’ music; and traditional and contemporary Māori and Pacific Island music.

Pacific arts: are arts activities that identify with the unique cultural perspectives of individual Pacific nations (such as Samoa, the Cook Islands, Fiji, Tonga, Niue, Tokelau, and Tuvalu) as represented by New Zealand’s Pasifika communities. Pacific arts activities can include the following types of arts practice, which can also form the focus of workshops, fono and festivals:

- heritage language-based artforms that relate to specific cultural traditions eg, storytelling, chanting and oral history

- heritage material artforms, such as woodcarving, weaving, tivaevae and tapa-making
- traditional dance, theatre, and music performance eg, Samoan siva (dance) and Cook Island drumming.
- contemporary Pacific arts activities that draw on traditional heritage artforms, fusing them with other elements to create innovative expressions of Pasifika cultural identities eg, theatre and contemporary dance productions, music, creative writing, song writing and photography.

Theatre: includes all theatre genres eg, comedy, drama, physical theatre, street theatre, musical theatre, pantomime, circus, clowning, puppetry, mask, and theatre by, with and for children.

Visual arts: include customary and contemporary practices of all the peoples of Aotearoa/New Zealand, including Māori and Pasifika peoples and the diverse cultures of people living in Aotearoa/New Zealand today eg, drawing, painting, installation, kōwhaiwhai, photography, printmaking, sculpture, tā moko, and typography.



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Council

Meeting of 04 February 2026

Business Unit: Community

Date Created: 06 January 2026

Manawatu Community Trust Statement of Expectations 2026/2027

Purpose Te Aronga o te Pūrongo

To approve the Statement of Expectations for the 2026 to 2027 year for Manawatū Community Trust.

Recommendations Ngā Tūtohinga

That Council approves the Manawatū Community Trust Statement of Expectations for the 2026 to 2027 year.

Report prepared by:

Karyn Crawley

Community Operations Advisor

Approved for submission by:

Lyn Daly

General Manager - Community

1 Background Ngā Kōrero o Muri

1.1 Historically Council advised their expectations to the Manawatū Community Trust (MCT) through such means as the Trust Deed, feedback on reporting, meeting together, sharing strategic documents, and the like. For the 2024 to 2025 year Council elected to introduce a Statement of Expectations (SOE) for the Trust. Although there was full confidence in MCT and the operation of the Trust, the SOE was introduced to be in keeping with our other Council Controlled Organisations (CCOs) and to provide clear direction of Council's expectations.

1.2 MCT has provided MDC a Statement of Intent (SOI) annually since inception in 2008.

1.3 This is now the second Statement of Expectations for MCT. Officers met with Liam Greer (Chair, MCT) and Teresa Hague (CE, MCT) and they are in agreement with the updates from the previous SOE. The draft was presented to Councillors at Workshop on 17 December 2025 for discussion and there were no substantial updates required to the draft.

2 Strategic Fit Te Tautika ki te Rautaki

2.1 MCT has the purpose of the promotion of housing for the elderly and disabled residents of the Manawatū district and the promotion of wellbeing services for residents of the Manawatū district. This contributes to MDC's strategic priorities of 'A place to belong and grow' and 'Value for money and excellence in local government'.

3 Discussion and Options Considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

3.1 MCT will present their six-monthly reporting against the inaugural Statement of Expectations 2025 to 2026 (and their responding SOI) at a Council meeting in April 2026.

3.2 Given this is the second SOE for the Trust and a cadence has not yet been embedded, a light touch review of the 2025 to 2026 Statement of Expectations has been made for 2026 to 2027.

3.3 The key changes from the first SOE (as presented at the Council workshop in December) are:

- Re-ordering of the expectations to be sequential - firstly identify the need, plan the priorities, and then the responding actions required.
- Including an expectation regarding Feilding Health Care.
- Rewording to better describe the requirements in the Statement of Intent (SOI) to meet the Expectations.

4 Risk Assessment Te Arotake Tūraru

4.1 There is minimal risk in approval of MCT's SOE for 2026 to 2027. The most recent annual report demonstrated that MCT is well governed and financially stable, with a clean audit opinion. Risks identified and the mitigations for MCT are:

Risk Area	Summary of Risk	Recommended Mitigations
Financial Sustainability	<p>Tight operating margins and rising costs (maintenance, insurance, interest rates) may constrain future surpluses.</p> <p>Commercial lease realises approximately a third of income.</p>	<ul style="list-style-type: none"> • Complete long-term financial modelling. • Engage early with MDC if financial sustainability concerns arise. • Maintain relationship with commercial lessee
Liquidity & Cash Flow Management	Limited cash reserves relative to scale and commitments may stress liquidity.	<ul style="list-style-type: none"> • Maintain minimum liquidity thresholds. • Rephase capital projects if necessary.
Asset Condition & Capital Programme Delivery	Ageing housing stock and major capital projects may expose MCT to cost escalation and timing risks.	<ul style="list-style-type: none"> • Prioritise Asset Management Plans. • Use fixed-price contracts where feasible.
Tenant Wellbeing & Safety	Delays in urgent maintenance or compliance work pose safety risks.	<ul style="list-style-type: none"> • Maintain rapid-response maintenance processes. • Maintain strong partnerships with social service agencies.
Governance Continuity & Capacity	Recent trustee transitions may create continuity gaps and increase governance workload.	<ul style="list-style-type: none"> • Maintain structured trustee succession planning and induction processes. • Maintain governance skills matrix. • Provide ongoing training.
Reliance on MDC Funding & Loans	Exposure to MDC loan facilities; changes in MDC priorities could impact operations.	<ul style="list-style-type: none"> • Maintain regular joint planning with MDC. • Consider funding sources as the need arises. • MDC ensure clear expectations in SOE.

5 Engagement Te Whakapānga

Significance of Decision

5.1 The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Māori and Cultural Engagement

5.2 There are no known cultural considerations associated with the matters addressed in this report. No specific engagement with Māori or other ethnicity groups is necessary.

Community Engagement

5.3 There is no community engagement associated with this report.

6 Operational Implications Ngā Pānga Whakahaere

6.1 The finalised Statement of Expectations 2026 to 2027 will be shared with the Trust to respond to in their draft Statement of Intent 2026 to 2027 scheduled for presentation to Council 4 March 2026.

7 Financial Implications Ngā Pānga Ahumoni

7.1 There are no financial implications with this report.

8 Statutory Requirements Ngā Here ā-Ture

8.1 The Local Government Act 2002 details Councils may prepare a Statement of Expectations:

64B Statement of expectations

(1) The shareholders in a council-controlled organisation may prepare a statement of expectations that—

- (a) specifies how the organisation is to conduct its relationships with—
 - (i) shareholding local authorities; and
 - (ii) the communities of those local authorities, including any specified stakeholders within those communities; and
 - (iii) iwi, hapū, and other Māori organisations; and
- (b) requires the organisation to act consistently with—
 - (i) the statutory obligations of the shareholding local authorities; and
 - (ii) the shareholders' obligations pursuant to agreements with third parties (including with iwi, hapū, or other Māori organisations).

(2) A statement of expectations may include other shareholder expectations, such as expectations in relation to community engagement and collaboration with shareholders and others in the delivery of services.

(3) A statement of expectations must be published on an Internet site maintained by or on behalf of each local authority that is a shareholder of the organisation.

9 Next Steps Te Kokenga

9.1 The Manawatu Community Trust Statement of Expectations 2026 to 2027 is now ready for Council approval. The finalised Statement of Expectations 2026 to 2027 will then be shared with the Trust to respond to in their draft Statement of Intent 2026 to 2027, scheduled for presentation to Council 4 March 2026.

10 Attachments Ngā Āpitihanga

- Manawatu Community Trust Statement of Expectations 2026 to 2027



Office of the Mayor

4 February 2026

Manawatū Community Trust
Liam Greer (Chair)
FEILDING

Dear Liam

Statement of Expectations for Manawatū Community Trust 1 July 2026 – 30 June 2027

Manawatū District Council values the important contribution Manawatū Community Trust (MCT) makes to our vision of “Proudly Provincial. A great place to land - Wehi nā te kāinga taurikura nei ki tuawhenua”.

This Statement of Expectations provides direction to assist MCT in preparing its required Statement of Intent (SOI) as a Council Controlled Organisation for the three years 2026 – 2029. It also clarifies Council’s expectations on how MCT and Council can work together for maximum community benefit.

1.0 Strategic Direction

Manawatū District Council’s vision is:

Proudly provincial. A great place to land - Wehi nā te kāinga taurikura nei ki tuawhenua

Manawatū Community Trust has an important role to play in helping Council achieve its strategic priorities to achieve our vision. Although all priorities are relevant, of particular focus is the priorities of a place to belong and grow, a future planned together, and value for money and excellence in local government.

Manawatū District Council’s Strategic priorities are:

- **A place to belong and grow. He kāinga e ora pai ai te katoa - We provide leisure and sports facilities and support community activities to encourage social and cultural well-being for everyone.**
- **A future planned together. He kāinga ka whakamaherea tahitia tōna anamata e te hapori tonu - We work with all parts of our community to plan for a future everyone can enjoy.**
- An environment to be proud of. He kāinga ka rauhītia tōna taiao - We protect and care for the Manawatū District’s natural and physical resources.
- Infrastructure fit for future. He kāinga ka tūwhena tonu ōna pūnahahanga, haere ake nei te wā - We ensure the Manawatū District has infrastructure (water, roads, etc.) that meets the needs of the community now and into the future.

- A prosperous, resilient economy. He kāinga ka tōnui tōna ūhangā - We aim to make the Manawatū District a great place to live, to visit and to do business.
- **Value for money and excellence in local government He kāinga ka eke tōna kāwanatanga ā-rohe ki ngā taumata o te kairangi - We take pride in serving our communities. We focus on doing the best for the District.**

The overall result Council strives for is - Our people delivering great service and facilities to our community. MCT as a Council Controlled Organisation (CCO) is seen as an extension of Council striving towards this outcome.

2.0 Development of the Statement of Intent (SOI)

When developing Manawatū Community Trust's SOI, we expect that you will address the following:

Council's Expectations	Comment to Trust for preparation of SOI 2026 - 2029
Identify demand in the Manawatū District for affordable housing stock for seniors and disabled people	<ul style="list-style-type: none"> • Engage with the community to determine the number and type of housing offerings needed in the district
Contribute to community health and wellbeing by increasing the number of affordable housing units in the Manawatū District	<ul style="list-style-type: none"> • Plan to develop and diversify housing stock, tenure options, neighbourhoods, and service offerings, that align with demand.
Contribute to community health and wellbeing in the Manawatū District by: <ul style="list-style-type: none"> • maintaining and developing the existing housing stock to be user friendly, adaptable, accessible, compliant, and safe • maintain the Feilding Health Care (FHC) facility for the benefit of the community 	<ul style="list-style-type: none"> • Ensure housing stock is fit for purpose and complies with legislation • Ensure housing stock is affordable for the target market • Collaborate with FHC for the benefit of the community
Practice good governance principles and sound financial performance.	<ul style="list-style-type: none"> • Succession planning for the continuation and development of MCT • Submit a six-monthly financial report and an audited annual report that meets the timelines of MDC and Audit NZ • Seek out partnerships including third party funding opportunities, grants and financing to ensure MCT remains financially sustainable • Practice good governance principles

3.0 Working together

One of Council's priorities is to establish and manage an effective working relationship based on mutual respect and trust with its CCOs. This means more than regular reporting, it means two-way dialogue and working together to achieve shared outcomes.

To achieve these aims, Council has the following expectations:

- Collaboration – MCT and Council will work together collaboratively to ensure MCT’s policies and decisions represent the strategic direction and best interest of the Council and ultimately the community;
- Communication - Ongoing engagement between MCT and Council, both at a governance and operational level, to ensure that all parties are well-informed of each other’s mandate and priorities. Council decisions are to be communicated in a positive manner and any concerns should be raised directly with Council Officers;
- Performance - MCT is the most important monitor of their performance. Council expects MCT to advise regularly of its performance, implications for future performance, and risks and opportunities faced by the organisation. Reporting to Council is required six-monthly and annually with a no surprises approach to communication. Performance measures will be developed together;
- Partnerships - Strategic partnerships will be developed and maintained;
- Funding – In addition to the access through Council for reduced interest loans from the Local Government Funding Authority (LGFA) and Local Government New Zealand (LGNZ), opportunities to attract third party investment to be identified and actioned as appropriate.

Council will notify MCT of any actions or announcements that may affect MCT before any public announcement is made.

4.0 Responsibilities

The Council expects that MCT will:

- Achieve the objectives and performance measures as determined through the Manawatū Community Trust Deed, the Statement of Expectations, and the Statement of Intent;
- Align its strategic priorities to Council’s wider strategic priorities;
- Manage financials in a prudent manner which promotes current and future interests of the community, ensuring efficient allocation of public resources;
- Provide audited financial statements which are prepared with generally accepted accounting practice;
- Work to mitigate risk through ensuring sound Health and Wellbeing practices. Reporting on Health and Wellbeing to be included in the six-monthly reporting to Council;
- Uphold good governance practices, such as managing real or perceived conflicts of interest in line with Council’s policy; be sensitive to the demand for accountability and transparency required by the status of a public entity; and retain good visibility over operational decision-making, managing risks in a proactive manner.

The responsibilities of Council are to:

- Enable access for reduced interest loans through the Local Government Funding Authority (LGFA);
- Support MCT to achieve the objectives of this Statement of Expectation, receiving and approving the draft and final Statement of Intent;
- Appoint trustees to the MCT board in accordance with the Trust Deed and Appointment of Directors to Council Controlled Organisations Policy;

- Monitor MCT's performance as informed through the presentation of six-monthly and annual reports to Council;
- Build and maintain a relationship of mutual respect and trust, including communicating in a positive manner about MCT's successes.

5.0 Accountability, monitoring and transparency

MCT is statutorily required to meet its obligations under Part 5 and Schedule 8 of the Local Government Act 2002 (LGA) including achieving the objectives of the Council, be a good employer, and exhibit a sense of social and environmental responsibility. The Act was amended with changes applicable from October 2019.

It is important to the Council that the people of the Manawatū District know that they can attend at least one public board meeting each year, even if the majority will not choose to do so. The Council sees MCT's AGM as the ideal opportunity to do this and encourages MCT to actively promote this to the public.

6.0 Timeline of the Statement of Intent (SOI)

04 March 2026	Draft SOI presented to Council
05 March 2026	Council recommended changes to the draft SOI sent to the Trust for consideration / inclusion
On or before 25 May 2026	Updated SOI delivered to Council Officers by MCT
03 June 2026	Final SOI presented to Council

We look forward to continuing our collaborative working relationship with MCT as a robust, professional, and viable organisation that is providing a modern healthy living environment, up to date, good quality, sustainable housing and health facilities that address the needs of the community to enhance the long-term wellbeing of Manawatu residents.

We thank the Trust and Employees of MCT for their work and collaboration as we move ahead together.

Yours sincerely

Michael Ford JP
Mayor

Council

Meeting of 4th February 2026

Business Unit: Community
Date Created: 11 November 2025

Priority Service Contracts – Annual reports

Purpose Te Aronga o te Pūrongo

Every three-years Council makes Priority Services funding available to the community. Applications that meet the criteria in Manawatū District Council's Community Development Policy are considered. Successful organisations enter into a three-year Priority Service Contract with Council and are required to report to Council on their performance against agreed performance measures at six-monthly and 12-monthly intervals.

The Priority Service Contracts for the previous triennium ended on 30 June 2025. This report presents the 12-month reports for the final period of 1 July 2024 to 30 June 2025 from four of the 18 contracted organisations. Council is asked to receive these reports.

The following organisations will present to Council:

- SnapBACK Gym- Charmaine Saua and Tanneeka Howe.
- Te Manawa Family Services- Kyley Davies
- Feilding and Districts Arts Society- Eris Newson

Recommendations Ngā Tūtohinga

That Council receives the 12-month Priority Service Contract reports for the period ending 30 June 2025 from:

- SnapBACK Gym
- Te Manawa Family Services
- Feilding and Districts Arts Society

Report prepared by:
Helen King
Grants Connector

Approved for submission by:
Lyn Daly
General Manager – Community

1 Background Ngā Kōrero o Muri

- 1.1 Council commenced its first Community Development Strategy and new Community Development Policy on 1 January 2020. This included a Community Development Fund to procure Community Development Priority Services Contracts from community and voluntary organisations whose outcomes directly contribute to the delivery of the Community Development Strategy.
- 1.2 As a result of the Community Development Policy, an Assessment Panel was established to consider procurements for the Community Development Strategy delivery via Priority Service Contracts. Council gave delegated authority to the Assessment Panel to assess Priority Service Contract bids and to make a decision. The Assessment Panel was originally made up of the Chairperson and Deputy Chairperson of the former Community Development Committee, the General Manager – Community and the Community Wellbeing Manager.
- 1.3 To prepare for the procurement of the Priority Service Contracts and assist the Assessment Panel in assessing the proposals, Council conducted a series of Workshops to determine what the priority services would be and provide guidance on the procurement process.
- 1.4 Council was comfortable with direct procurement taking place when there was one sole provider of the service identified. Council was to tender for all others.
- 1.5 For the information of Council, the Assessment Panel was amended in 2024 following the dis-establishment of the District Development Committee and for the last year of the triennium was made up of three elected members, the General Manager – Community, the Community Wellbeing Manager, and Her Worship the Mayor as ex officio.

2 Strategic Fit Te Tautika ki te Rautaki

- 2.1 The report and decision being sought aligns with the priorities of Council, as laid out in the Long-term Plan:

A place to belong and grow: by supporting organisations and services that allow people to feel safe, be connected and inclusive and be actively engaged in community activities that encourage social and cultural wellbeing for everyone.

A future planned together: ensuring meaningful input from contracted organisations so we work together to make our whānau and communities better and plan for a positive future for the district.

Value for money and excellence in local government: we focus on doing our best for the community by supporting organisations that improve quality of life for residents and enhance their life choices.

An environment to be proud of; we support organisations who protect and care for our the Manawatū's natural and physical resources.

3 Discussion and Options Considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

- 3.1 Following assessment of the proposals received, Council entered into priority service contracts with the following 18 organisations for the period ending 30 June 2025.
 - Age Concern Palmerston North and Districts.

- Awahuri Forest Kitchener Park Trust: education delivery
- Feilding and District Art Society
- Feilding Community Patrol
- Himatangi Beach Community Patrol
- Manawatū Historic Vehicle Collection Trust
- Manawatū Riding for the Disabled
- Manawatū Rural Support Services
- Manawatū Tenants Union
- Manchester House Social Services
- Neighbourhood Support Manawatū
- Palmerston North Surf Lifesaving Club
- Plant to Plate Aotearoa
- SnapBACK Gym
- St John Feilding Area Committee (ambulance)
- Te Manawa Family Services
- Whatunga Tuao – Volunteer Central
- Youthline Central

3.2 Council's contract with Whānau Ātaahua Beautiful Families Trust ended in 2023/24. 2024/25 funding was not uplifted as the organisation was wound down.

3.3 Council's contract with Awahuri Forest Kitchener Park Trust to support delivery of education to schools was partially spent as the Trust only completed seven-months of the contracted work.

3.4 In accordance with the Community Development Policy, the 12-monthly reports presented by priority service contract holders, are to be received by Council. This reporting is an opportunity for Council to monitor progress against the Results Based Accountability (RBA) performance measures agreed to and included in the contracts.

3.5 Report templates were developed for each of the 18 organisations to capture the data required to report against the agreed RBA performance measures as well as any narrative in support of this data. These templates mirror the RBA performance measures contained within each of the schedules which form part of the respective contracts.

3.6 Having report templates ensures consistent reporting by contracted organisations and allows Council to see the progress being made on services being delivered against the level of investment it made and how much this investment has been of benefit to the community.

3.7 Below is a summary of performance for each of the four organisations presenting in their 12-month report.

SnapBACK Gym:

Funding: \$10,000 per annum for a 10 week long group and individual mentoring programme for youth through boxing. The programme is aimed at tamariki aged 6-11 and rangatahi aged 12-18 for them to work on their fitness whilst learning core values. The gym is based in Palmerston

North but also services the Manawatū region. SnapBACK promotes itself to the community to reach those in particular who resist mainstream education and are likely to be engaged with the justice system. Reporting requirements were met, the required information provided and Council was acknowledged as a funder in the organisation's annual report, in accordance with funding conditions.

Delivery: 1,058 youth were engaged across the whole programme in the region; 2,652 group sessions were delivered to youth within the reporting period. 978 youth completed the programme which equates to a programme success rate of 92%.

- Equity/coverage: 51 youth who started the programme were from the Manawatū District with 95% of these young people (50) completing the programme.
- Client experience/outcomes (region results):
 - 98% of youth who completed the survey said that they were "satisfied" or "highly satisfied" with the programme.
 - 98% of youth who completed the survey "strongly agreed" or "agreed" that they learned new life skills as a result of participating in the programme.
 - 99% of youth who completed the survey "strongly agreed" or "agreed" that they feel better able to make positive life choices as a result of engaging in the programme.
 - 97% of youth who completed the programme have not come to the attention of the police post completion of the programme.

Growth and Change: The organisation is still actively exploring opportunities for expansion as there remains a strong and growing demand for their services in the Manawatū district community. SnapBACK has added three new classes for people with disabilities with age-ranges from, 4-12 year olds, 13-18 year olds and an adult class. Due to an increase in mentoring and continued Te Kura support they are transforming one of their upstairs spaces into a 'classroom' and teaching space.

Te Manawa Family Services

Funding: \$30,000 per annum for their Youth and Parenting Programmes based in the district that help educate parents to feel supported and make positive and informed parenting decisions. The organisation also provides services in Palmerston North. The reporting requirements were met, required information provided and Council was acknowledged as a funder in the organisation's balance sheet. The final signed audited annual report has yet to be provided due to extenuating circumstances.

Delivery: The organisation reported working with a total of 47 active clients (individuals) with a total of 71 one-on-one sessions being delivered to these individuals. They engaged with a total of 16 families (comprised of 2 or more individuals) with 65 programme sessions being delivered to families/whanau.

- Client experience/outcomes:
 - 100% of clients who answered the satisfaction survey were "highly satisfied" or "satisfied" with the content and delivery of the programme

- 100% of the clients who answered the parenting skills question “strongly agreed” or “agreed” that they learnt new parenting skills as a result of the programme
- 100% of the clients who answered the strategies for managing question “strongly agreed” or “agreed” that they learnt new strategies for managing their emotions and triggers linked to stress
- 100% of the clients who answered the relationship question “strongly agreed” or “agreed” that their relationship with their child has improved as a result of the programme.

Outreach: The Whānau Connect team have spent time focusing on creating connections within the Feilding community and have visited all primary schools in the township. This has also resulted in a partnership with Manchester Street School which is the venue they are now running their Kids Connect sessions from.

Feilding and Districts Arts Society

Funding: \$10,000 per annum given towards art society operations. Reporting requirements were met, the required information provided and Council was acknowledged as a funder in the organisation’s annual report, in accordance with funding conditions.

- **Delivery:** The Society has a total of 303 members, 9,586 people visited the Society’s Art Gallery, 231 artists exhibited and 14 exhibitions were undertaken during the year.
- **Visitor, Exhibitor and member experience/outcomes:**
 - 22% of members answered the satisfaction question in the survey indicating 100% satisfaction
 - 1% of the visitors completed the satisfaction question in the survey of which 100% were satisfied and would recommend the Gallery as a place to visit
 - 20% of exhibitors answered the satisfaction question in the survey of which 100% were satisfied and would recommend the Gallery as a place to exhibit
 - Of the members who answered the ‘they see benefit’ question in the survey 95% “strongly agreed” or “agreed” that they gain a benefit from being a member of the society
 - Of the visitors that answered the ‘would recommend’ question in the survey 100% “strongly agreed” or “agreed” that they would recommend the Gallery as a place to visit.
 - Of the exhibitors that answered the ‘would recommend’ question in the survey 96% “strongly agreed” or “agreed” that they would recommend the Gallery as a place to exhibit.

Increased Reach: To improve and accelerate performance, the Society has expanded its advertising and promotional efforts through multiple channels. The Society has built on the success of high-profile art works that draw interest, and this elevates the Gallery’s reputation. The Society notes that community exhibitions are highly effective in attracting visitors and they aim to use this type of approach to grow reach and impact across the Manawatū.

4 Risk Assessment Te Arotake Tūraru

4.1 Key risks: Council's key risk is that Priority Service Contract funding does not translate into the intended community outcomes within the contract term. This may occur where contracted organisations experience changes in capacity, capability, governance, staffing, demand, or other funding that affects their ability to deliver the agreed service levels and performance measures.

4.2 Potential impacts for Council: If these risks eventuate, Council may experience one or more of the following:

- contracted performance measures not met and/or outcomes not achieved;
- unspent or misaligned expenditure against contract deliverables;
- reduced service continuity for residents and impacts on community wellbeing;
- reputational risk where expectations of delivery are not met; and
- additional time and cost to manage contract issues, variations, or transition to alternative provision (where available).

4.3 Controls and mitigations: Council manages these risks through:

- contract schedules with clear deliverables, performance measures, reporting requirements, and funding conditions;
- six-monthly and 12-monthly reporting to identify delivery issues early and support timely response;
- relationship management oversight by the Grants Connector/contract manager that includes check-ins with providers;
- remedial actions agreed and monitored if required
- contract variation and/or withholding or recovery of unspent funds if required.

5 Engagement Te Whakapānga

Significance of Decision

5.1 The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Māori and Cultural Engagement

5.2 There are no known cultural considerations associated with the matters addressed in this report. No specific engagement with Māori or other ethnicity groups is necessary.

Community Engagement

5.3 Community engagement is not required for this report.

6 Operational Implications Ngā Pānga Whakahaere

6.1 There are no operational implications with this report.

7 Financial Implications Ngā Pānga Ahumoni

7.1 The budget for the Priority Services Grants for the period ending 30 June 2025 was \$252,833.

7.2 This budget is made up as follows:

- \$10,000 – Age Concern Palmerston North
- \$5,833 – Awahuri Forest Kitchener Park Trust.
original funding was \$10,000 but Trust refunded 5 months of funding totalling \$4167
- **\$10,000 – Feilding and District Art Society**
- \$3,500 – Feilding Community Patrol
- \$3,500 – Himatangi Beach Community Patrol
- \$15,000 – Manawatū Rural Support Services*
- \$20,000 – Manawatū Historic Vehicle Collection Trust
- \$5,000 – Manawatū Riding for the Disabled
- \$5,000 – Manawatū Tenants Union
- \$60,000 – Manchester House Social Services*
- \$25,000 – Neighbourhood Support Manawatū
- \$15,000 – Palmerston North Surf Life Saving Club*
- \$10,000 – Plant to Plate Aotearoa
- **\$10,000 – SnapBACK Gym**
- \$10,000 – St John Feilding Area Committee
- **\$30,000 – Te Manawa Family Services – Youth and Parenting Programme**
- \$5,000 – Whataunga Tuao - Volunteer Central*
- \$10,000 – Youthline Central North Island Inc.

7.3 The three organisations represented in this paper (highlighted above) relate to \$50,000 of the annual priority services fund.

8 Statutory Requirements Ngā Here ā-Ture

8.1 The organisations who have entered into a priority service contract with Council have contractual obligations to furnish Council 12-monthly reports for the life of the contract which expired on 30 June 2025.

9 Conclusion Whakatepenga

9.1 Representatives from the three organisations referred to in this report will be in attendance at this Council meeting.

9.2 Four organisations have already presented their end of contract reports to Council. These organisations are identified by an asterisk in the list above.

- 9.3 The remaining 11 priority services holders will attend meetings throughout February-March 2026, will speak to their 12-month report, and will be available to answer questions.



RESULTS BASED ACCOUNTABILITY REPORT

1 July 2024 to 30 June 2025

- Performance Measures - Data
- Performance Measures – Report
- RBA Schedule
- Financial Report

SnapBACK Gym

Performance Measures	01 Jul-31 Dec	01 Jan-30 Jun	Total 01 Jul-30 Jun
How much: Quantity of effort			
# Youth engaged in the Programme			
	599	459	1058
# Group sessions delivered to youth in the reporting period	1300	1352	2652
How Well: Quality of effort			
# Youth who start the programme (denominator)	599	459	1058
# Youth who complete the programme (numerator)	546	432	978
% Youth who complete the programme	91%	94%	92%
# Youth who start the programme that are from the Manawatū District (denominator)	26	25	51
# Youth who complete the programme that are from the Manawatū District (numerator)	25	25	50
% Youth who complete the programme from Manawatū District	96%	100%	95%
# Youth who answered the satisfaction question in the survey (denominator)	121	73	194
# Youth who were highly satisfied or satisfied with the programme (numerator)	118	73	191
% Youth who were highly satisfied or satisfied with the programme	98%	100%	98%
Better Off? Effect of effort			
# Youth who answered the life skills question in the survey (denominator)	121	73	194
# Youth who strongly agreed OR agreed they learnt new life skills as a result of participating in the programme (numerator)	118	73	191
% Youth who strongly agreed OR agreed they learnt new life skills as a result of participating in the programme (SK,S)	98%	100%	98%
# Youth who answered the life choices question in the survey (denominator)	121	73	194
# Youth who strongly agreed OR agreed they feel better able to make positive life choices as a result of engaging in the programme (numerator)	120	73	193
% Youth who strongly agreed OR agreed they feel better able to make positive life choices as a result of engaging in the programme (AO,S)	99%	100%	99%
# Youth who complete the programme and are legible to be counted (denominator)	493	432	925
# Youth who do not come to the attention of Police post completion of the programme (numerator)	484	416	900
% Youth who do not come to the attention of Police post completion of the programme (BC,O)	98%	96%	97%

PROGRAMME	# Attending	sessions
Whakamana Wahine Programme	16	2
Saua Programme	14	2
Akonga Academy	6	1
Disability High Schools	50	3
Super Powers	18	1
Snr Disabilities	15	1
Junior Disabilities Group	12	1
Tatou to Pakahiwi Shoulder to Shoulder	65	1
Parkinsons	19-25	2
Mentoring 1-1	26	13
TeKura	1	4
Early Intervention Psychosis	11	1
Manawatu College	15	1
Horizons Education	14	1
Police Referred Mentoring	15	2
Education Engagement	2	1
Monrad	30	1
Muslima Fit	15	2
AkongaTamariki Group	23	2
QEC	25	1
Pacifica Ladies Group	28	1
Police Holiday Programme	5	5
CAFS	8	1
Pacifica Faasoa	62	1
		52 x 26 weeks
	459	1352

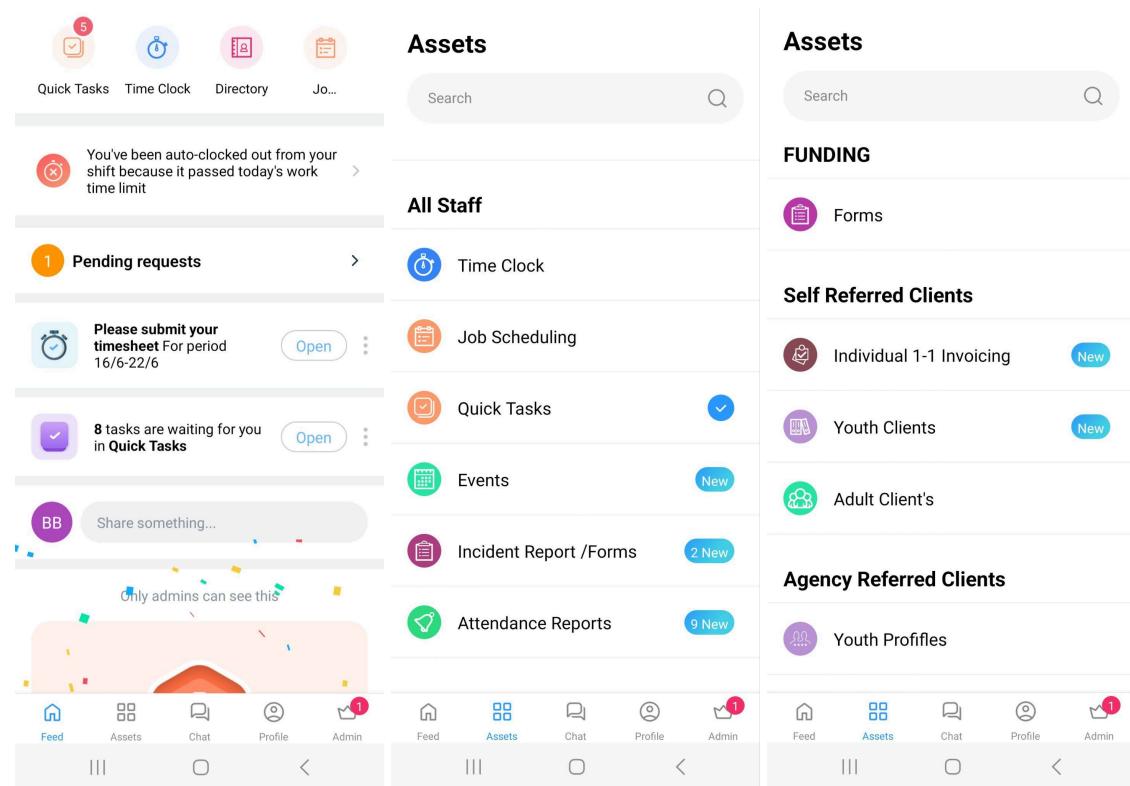
SnapBACK Gym
Results Based Accountability Narrative Reporting
1 July 2024 to 30 June 2025

Describe the key factors impacting on the performance measures.
<p>We are actively exploring opportunities for expansion, as there remains a strong and growing demand for our services within the community. Many agencies are recognising the effectiveness of our unique programmes, further fueling this demand. Some of our groups are often at capacity, and we are continuing to look for ways to make space for more classes and/or mentors.</p>
Briefly describe any ideas or approaches you may have to improve or accelerate your performance.
<p>Building Space: Due to the increase in mentoring and continued Te Kura support, we are in the process of transforming one of our upstairs spaces into a 'classroom' and teaching space. This room will also be able to be used for meetings, and for students who come straight to the gym for boxing classes and have some time before their class to do any school work, or just a place to breathe.</p> <p>Akonga Academy - Disengaged Youth Programme: This programme supports youth aged 10–16 who are disengaged from school. Snapback works with those struggling with attendance or behaviour to set goals, build discipline and confidence, and identify barriers to success. Through mentoring and wraparound support with schools and whānau, we help guide young people back into education. Designed for those who don't fit the traditional system, the programme nurtures their mana and encourages a positive future path.</p> <p>We are still continuing this programme and it is continually growing. We have become aware there is a gap in support for youth at Intermediate as they're unable to do Te Kura until High School etc. We are currently working with the Police and have a holiday programme starting these holidays (end of term 2 holidays) for a group of young boys aged 8-12. This will focus on connecting them back to their whenua, enhancing their mana, encouraging them to push past mental and physical barriers, and encouraging them to find their paths and discover the potential they each have in future.</p> <p>Individual Mentoring Programme: Similar to the disengaged youth programme, only 1 on 1, this successful programme supports youth aged 8–17 who are disengaged from school or facing behavioural challenges. Snapback works with young people to set goals, build confidence and discipline, and identify barriers to success. One of the goals is to build their confidence for them then to be able to join other groups and classes with other participants. Our numbers are also growing in this and hope to be bringing in a new mentor to help support this increase within the next term.</p> <p>Super powers: Alongside our school groups that come in with students with disabilities (in school hours), we now also have 3 new classes for individuals with disabilities. 4-12 year olds, 13-18 year olds, and an adult class. These have had amazing feedback and will be carried on each term.</p>

Please provide a detailed explanation of any non-reporting or variances in reporting against the contract.

Is there anything else that you need to bring to our attention?

After creating our new Snapback App as mentioned in our last report. We have transferred this over to Connecteam. Everyone has picked this up so much quicker than our last app. It is more efficient and has everything in one place. We thought everything was great in the last app but there were parts that were missing', and having to use other applications for certain forms.



Do you have a success story that you would like to share? (This may include a case study, video clip, presentation or other).

"Theres absolutely nothing I can fault, Jerry has taught Ava so many new skills in such a short period of time, she's grown to love boxing even more since doing her 1-1's with Jerry, she has even requested to do 7x a week with Jerry because she just loves it so much (of course we said when she's a bit older we can look at doing more sessions a week lol) overall the skills, confidence, less nerves and fitness in everyday life inside and outside of boxing has come beyond more than I ever expected when we joined snapback 2 years ago, and even more since starting 1-1's with Jerry. Her passion is going to keep growing and growing, and from a mother, that's all we want to see in our

children, so I'm seriously, from the bottom of my heart so greatful for every single one you guys making this place such a loving and supportive community for our children ❤️❤️"

"Snapback has truly embraced multiple members of our family. Most importantly it has given our child a place of belonging and an empowering experience as he learns more about himself, his skills and the community around him".

Superpowers feedback:

"Our daughter has always been extremely shy and reserved, and group activities have never been something she felt comfortable joining. But Snapback has completely changed that. For the first time, she's participating on her own—indpendently—and she's built such a positive relationship with the coaches.

It's been amazing to see her confidence grow in a space where she feels safe and supported. Snapback makes us feel like we're just like everyone else—like we belong. That feeling is something we don't often get, and we're so grateful for it."

"The highlight of my child attending Snapback has been witnessing a transformation I honestly didn't think was possible. For the first time, he actually looks forward to something each week. He's not just attending—he's participating with genuine excitement. That's a huge step for him and means the world to us.

It feels like I finally get a moment of respite while knowing my child is not only safe but truly happy. Watching him thrive in an environment that understands and supports him has been such a gift. Thank you for creating a space where kids like mine can shine".

"We have not been able to find a place that my child feels safe and included before this programme. There is very little out there for our child and this class is a game changer

To finally feel like we are just part of a community and my child for the first time being fit and active - beyond greatful".

"The highlight for me as a parent is the level of inclusivity and acceptance. My girls both adore Brie and love going to the sessions so much that we literally have a countdown to it each week. Mia said she likes that she can be there and not be bullied for being different and she likes the activities because she wants to get stronger. Rainbow Dash Ox said that it's nicer for her to be with kids with disabilities because she feels the same as them and she loves the treadmill (free runner) because it makes her the fastest, which is true, she's run the most and the fastest she's ever run on that thing and I love it!"

"Parent highlight ... watching my child progress each week. Joining in more each time. Seeing she is understanding and taking on instructions. Also me being part of a wider group of parents who get it, who understand the daily struggles with our super heroes and feeling accepted and not judged".

Reporting Data in last 3 Months

Pastoral Notes	73	
Urgent Support Cases	11	
Support Sessions	38	
People reaching out for support	5+ a week	
Agencies referring to us	40	
Agency Hui's	14	
Parent Huis	42	
Youth walk ins for help	12	
Critical Cases	3	
Number of Self harming	6	
Referrals we made	31	



THE DATA REPORTING



**PARENTS REACHING
OUT AND THEIR
RANGATAHI'S
BACKGROUND...**

"He's grown up surrounded by addiction living with his mother and older brothers. He's witness to the repercussions of that lifestyle.

In his short life, he's been held at gunpoint, by both intruders and the police.

He's had gang members stroll uninvited through the house with machetes. He's woken up to domestic violence. His mother (although trying) isn't present. He's left with his big brother most of the time (who's on home detention) and an addict. I could list more but you get the picture. Mostly, he likes to get away from all that by hanging out with the other kids in the neighborhood. Some of them are older and already affiliated with the Mongrel Mob and so barking and throwing signs is part of his every day life. He thinks that's the thing he should aspire to be.

He suffered a motorbike accident last year and because he wasn't wearing the right protective gear, he's been left severely scarred on his leg. Although healed. The boy is smart though, he wants to earn money and work for it. He'll mow a lawn for 10 bucks, or sell chocolate around the neighborhood (don't ask where that comes from).

I've been in his life from when he was tiny. His mum went to jail for a short while and was then shipped off to rehab. He was about 18months old at the time and came to stay with me and my daughter (who is 3 years older). After rehab, his mum was on home detention for a year and that was pretty good. She was home and not using. Didn't take long for that to change when the bling came off.

I used to have him stay at least once a week, but as he's gotten older, he likes different stuff than my girl and he hates rules. He's getting to a point now where he's showing even me disrespect. That never used to happen. Now my girl is throwing signs and thinks it's fine because, between the two of them, he's "cooler." His influence on her scares me. I've watched his big brothers follow in the footsteps of their mother and I couldn't do anything about that, but this little guy still has a chance. It's just that he needs more than what I can give him".

“Child A’s journey has been marked by an overwhelming tide of trauma, encompassing profound losses and enduring domestic violence within his whānau. The heart-wrenching departure of his older brother, Child B, four years ago, was only the beginning of a series of devastating events. The subsequent loss of his stepfather a year later and the passing of his biological father the year after, cast shadows of grief and complexity over Child A’s formative years. In the face of such profound adversity, Child A grapples not only with the weight of bereavement but also with the scars left by witnessing the harrowing domestic violence experienced by his mother, “Jane”.

Recognised as one of Aotearoa's most battered women by Women's Refuge, “Jane” struggles have indelibly shaped Child A’s perception of the world, leaving an indelible impact on his emotional and psychological well-being. These experiences have manifested in emotional and mental health challenges for Child A, often expressed through struggles with aggression. It is crucial to view his aggression not as a mere behavioural issue, but as a poignant manifestation of the deep-seated trauma he has endured. Child A’s response to his circumstances includes a genuine acknowledgment of his challenges and a commitment to addressing them. Amidst these difficulties, Child A has set a commendable goal for himself this year – to navigate and temper his aggression through constructive means. His aspiration is not merely to suppress or ignore these emotions but to find healthier outlets for expression. One such avenue is his dedication to boxing, a deliberate and mindful choice that reflects his desire to channel his aggression into a productive and regulated outlet. By actively engaging in activities like boxing, Child A aims to cultivate resilience and emotional regulation. This pursuit goes beyond a mere attempt to curb aggressive tendencies; it is a testament to his resilience and determination to find positive avenues for self-expression and healing. The acknowledgment of these challenges and the proactive steps taken by Child A highlights his courage and commitment to breaking the cycle of trauma that has surrounded him’.

““Luke” is currently not at school and is staying with “Sarah” a few nights a week. He is wanting to make positive changes but is needing help, and to help navigate some anger issues as well. He is currently not at school at the moment but is hoping to get into the YMCA course in the coming weeks. He has been into trouble with the law but is getting that sorted out. All in all, he is needing guidance for positivity”.

““Ben’s” journey has been marked by significant challenges, particularly concerning his mental and emotional well-being. Raised in a remote area, he experienced profound isolation living with his parents, which hindered his ability to cultivate a sense of community and social connection. Recognising the need for change, “Ben” made the courageous decision to relocate to Palmerston North to live with his aunt and uncle, seeking a more social environment. However, regrettably, this geographical shift also resulted in his physical separation from both of his parents, a circumstance that has undeniably weighed heavily on him.

While “Ben” finds solace in his current environment in Palmy, the ache of missing his parents persists deeply. His relationship with his parents is one of closeness and profound respect, making their absence in his daily life all the more poignant. The void created by this lack of regular connection has left an enduring mark on him emotionally, underscoring the profound impact of familial bonds on his well-being”.

“Anxiety and depression, which impacts attendance, including school (currently less than 40% attendance this year). History of anger that I believe stems from anxiety. History of police involvement for smashing windows in Palmerston North and stealing bikes from Ashhurst School. Was removed from my care with his siblings August 2020 due to my meth addiction (returned October 2021). Poor relationship with his father (didn't know him until 5 years of age, now sees him every second weekend)”.

““James” had an incident with another student at school, and the family pressed charges against him. He grabbed the young boy around the back of the neck in what he said was play fighting, and the boy passed out, hit his head on the floor and suffered concussion. “James” has been a different boy since then - he suffers from anxiety, often can't sleep at night, easily has his ‘buttons’ pressed and can use his words to hurt others. He has become quiet and can be withdrawn at times. We have tried counselling but this has not helped, and we need help with him because we do not want him to hurt anyone else with his hands or his words”.

I took my daughter out of High School after she was attacked by other students and I didn't feel she had support from the school and also she has anxiety and depression so we moved her into correspondence schooling through Te Kura.

““Geo’s” father took his own life on 3/1/24”.



PARENT VOICE

I am gonna
show you
how great I am
Muhammad Ali

SNAP B

“Snapback has become a second family for us. All very welcoming and we spend a lot of time there! I appreciate all the coaches and Whaea Taneeka for lifting my girls spirits up and building a relationship with her. My children all really enjoy the atmosphere there! ...I'm envious and want to join in!”

“Snapback has truly embraced multiple members of our family. Most importantly it has given our child a place of belonging and an empowering experience as he learns more about himself, his skills and the community around him”.

“It's been a fantastic program for my son, it has built so much confidence in him. He's kinder to his brother, more expressive at school and absolutely loving coming. In his words "I think I'm going to do boxing for the rest of forever okay mum””

“I'm going to start with the role models that Snapback have, they are welcoming and treat you like a friend and a valued person. My family also come along to activities and are always having so much fun . My name is Matt Ham and I will forever endorse this movement I've never experienced anything like it!! The positivity that comes out of Snapback is absolutely incredible. The programs for all different people are structured to achieve well being at a fun friendly pace. Thank you”

“Initially, it was just my one child I had join, merely to follow dads footsteps! To get involved in a combat sport.

But it has become so much more. Now I have three children involved, I assist in classes where needed and have built many friendships. Being a part of the Snapback community has been a really positive experience so far”.

“Positively! Life-changing really”

“We chose Snapback because we knew that their beliefs and values run so much deeper than just surface level business. We know the differences they want to make in people's lives through the things they offer and the work they put in”.

“My child joined Snapback when he was almost 9 years old.

As a solo mother, I can't provide the male role models he craves and Snapback have done this! My child has found his passion in boxing and Charmaine and Filipo have taken him under their wing many many times to not only help him become the boxer he wishes to be in future, but also in regards to his struggles with behavioral issues. They have gone above and beyond for not only my child, but our family.

They treat each child as one of their own with nothing but love. They commit to making things a lot easier to many families including my own. We have had Snapback in our lives for almost 5 years now and they have quite literally saved my child from a life of drugs, alcohol and crime. My child loves them like family. We are forever grateful for everything they have done and continue to do. Thanks to

Snapback my child has the potential to become a professional boxer with the talent they have brought out in him.

There's a child that attends snapback because he has had alot of "issues". This child attended my stepchildren school and when said child had an incident at the school, parents of the school grouped together to write a letter to have said child removed. Sadly, this was acceptable. Months later I saw said child at snapback. He had only been at snapback a short time. I have had many chats with said child over his time at snapback. I cannot express how far positively & mentally this young man has come. When I met him he was full of anger, confusion and sadness. I saw this young man only a few days ago and he was full of life and smiles! The snapback team are incredible.

Snapback is an amazing programme that has saved a lot of people in their best and their worst times.





“With your funding for Snapback, it helps parents like myself - a solo mother of 6 that can't afford the fees or gear etc. - to give my child the opportunity to box and be apart of a wider community that has become his family as well. Without your funding he wouldn't have the opportunities he has at snapback.

I love the work Char and Filipo do not only in the gym space but also our hapori (community) they give tirelessly of their time, money and energy to help those less fortunate and often with little thanks or support. Ngā mihi nui kia korua mo to mahi!

“We trust Snapback and know that the visions they have for the work they do will only become greater with bigger support.

They deliver this in empowering and impactful ways at a ground level that is truly inspirational and life changing”.

“Snapback is an amazing programme that has saved a lot of people in their best and their worst times”.

“Keep it up. This group is amazing for the kids, the way your staff empower our children is beautiful and something they will always remember”.



- The training team are very welcoming and uplifting. My daughter really enjoys the class and now talks boxing all the time!
- My son is thriving in here. He looks forward to the 2 classes every week.
- Jacko loves boxing and he is so excited to move up to the next class. I think this will help him be more focused with more fitness, challenges and building on his skills. Jacko loves looking up to older children and this helps him to strive to be better.
- Snapback has been amazing for Toby. He loves coming each week to boxing, enjoys being part of the class and has increased his fitness levels and improved his attitude towards physical activity, he loves getting out there and enjoying sports.
- Great for kids confidence
- Piata has become more confident and stronger since she started back after being away for 1.5years. She is having less anxious spouts in her day to day life. Thank you to Snapback for coaching her
- This class is awesome! Mila loves it here. All the coaches and parent helpers are so good with all the kids, from helping with techniques to building confidence in our daughter
- Thanks for offering a welcoming and encouraging environment for our children and their supporting whanau! Supporting my son in youth boxing has sparked an interest for myself having a go! 

- Thanks to Taneeka for the constant encouragement and care she has for my son and all the kids here. She sure is the mumma to everyone 😍❤️ appreciate x
- Awesome class to be apart of !
- Ricki-Lee has bounced back from her 1.5year break and is loving being back. She was reluctant to come back, but has since been really helpful for her siblings and a good role model for them. She leaves here with a sense of pride and mana every session.
- Jai has absolutely loved being a part of this boxing class. He tells all of his friends about it. We will definitely be back 😊
- Loves boxing. Can come in grumpy and leave happier
- Love coming here twice a week. To get fitter and burn some energy off.
- Ricky looks forward to every session, he enjoys most aspects of training but doesn't push himself enough
- Good classes and good trainer's
- Āio has become a lot more focused and confident since he started this year. Whaea Tahneeka I'd great and listens to his needs and responds accordingly. She has also let him do yhings in his own time which is great, because he is participating more without being prompted to.

“Do you have any feedback for the Whakamana Wahine programme your child participated in?”



“This programme saved my daughter which saved our whanau. To have a space she could release all her troubles and coming home in a better space, stopped all misunderstandings between my daughter and myself”.

“This group has done wonders for my daughters health and wellbeing. My daughter has struggled with anxiety and depression as well and low self esteem and body confidence. This program has provided a safe space for her to learn and grow while focusing on building confidence through physical activities”.

“Whakamana wāhine was a literal lifesaver for my daughter. She struggles with anxiety, depression, anger management, suicidal thoughts, extreme social anxiety to the point it's a fight to get her out of her room and lacked confidence in herself. With the support from Char and everyone at Whakamana wāhine, my daughter is learning what tools she needs and how to use them to change the outcome of a situation that she would of in the past, hid from or either reacted with anger and violence. It's helped her start to build her confidence in herself and her abilities and and teaching her coping mechanisms to use to manage stress and difficult emotions. If my daughter hadn't of joined Whakamana wāhine, I hate to think what mental state she would be in now without their support and skills. She wouldn't believe in herself enough to start back at her school work and think about her future”.



“Are there any significant highlights or successes you could share?”



“There are not enough words to describe how much I appreciate you and what you all do for these wāhine. You are changing lives, and not only that, you are saving lives. Xx”

“My daughter couldn't communicate with me. I had no idea she struggled with self love and held so much hatred towards life. Through having a safe space, she could be herself with no judgement. She learnt to feel safe to communicate her issues with me, which helped us both heal. Now, she proudly has the confidence to be a part of the leadership team at her kura”.



A gift to a young wahine to remind herself to believe in herself.



would you recommend our programme



- Most Certainly
- Yes
- Maybe
- Unsure
- No



Alongside providing what our community needs, we are also a point of contact for crisis situations and people seeking assistance. Just since October 2024, we have had **141** pastoral incidences recorded. These include, but are not limited to, mental health struggles/suicide concerns, assault and bullying situations, and issues and problems at home. We then provide what help and support we can, and organise referrals to other agencies and wrap arounds if needed.



EVIDENCE OF DATA COLLECTION AND INFORMATION

The Introduction of Snapback's Staff Workplace App

We have also created a mobile and computer based application for staff that allows us all to access resources, incident forms, referrals and take attendance. This has helped to improve reporting, accountability and documentation. It is all in one easy to use place and can be done on the go or straight after a class/incident etc.

The screenshots illustrate the various features of the Snapback Staff Workplace App:

- Incident Reporting:** Includes "Incident Form 1" and "Follow up Incident Form 2".
- First Aid Register:** All first aid to be recorded (even a plaster). Includes "First Aid Register" and "Add Pastoral Notes".
- Hazard Register:** If you notice any Hazards in the workplace please report it here. Includes "Hazard Register" and "Crisis Assessment".
- Youth Programmes:** Features sections for **Tatou Well-Being** (with a group photo and quote), **Saua Programme** (with a group photo and logo), **Whakamana Wahine** (with a group photo and logo), and **Organisation Youth Assessment Referral**.
- Staff Resources:** Includes a "2025 Snapback Timetable" (link: <https://docs.google.com/spreadsheets/d/1Iis-lN2xzygGCOAQuCGR1b3y0-yosof0jNduYZJ7AgU/edit?usp=sharing>), "Staff Resources" (with "Clip Board Procedure.pdf" and "Coaches prog overview planning procedures.pdf"), "Staff Code of Conduct" (with "Code of Conduct"), and "Staff Employment Form" (with "Staff Form").

Staff workplace app: Reporting after each class made simple and efficient

After each session or class, staff can upload photos and evidence of work. They can also make note of any concerns, highlights or things to follow up in future. This can then be exported as a report and sent to outside agencies for accountability and to share progress.

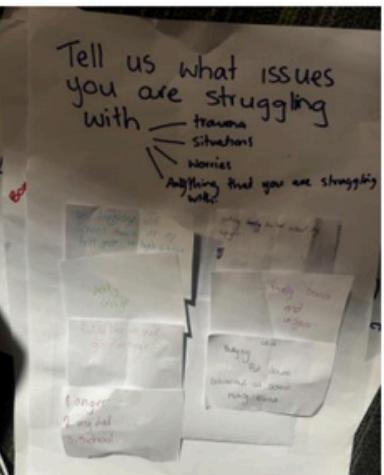
Student Attendance Form
Whakamana Wahine Term 1 2025

Date: Tuesday, February 4, 2025

Student Attended Today: [Redacted]

Session:
Introductions
Learn to put wraps on
Workshop on identifying their needs
Learn the unload techniques

Photos / Document to add:



Student Attendance Form
Whakamana Wahine Term 1 2025

Date: Wednesday, February 26, 2025

Student Attended Today: [Redacted]

Session:
Boxing session today with Filly

Photos / Document to add:



Comments / Notes
Girls enjoyed their session today working hard. Char was away unwell so Filly took the class

Coach Name Filipo Saua

Signature [Signature]

Akonga Academy Attendance Form
Term 4 2024

Date: Wednesday, November 27, 2024

Number of participants 2

Any Notes:
The boys performed really well in training today. They completed 3 rounds of skipping 3 rounds on the boxing bags 3 rounds with the pads, and finish up with speed and power on the boxing bags.

File Upload



We use Surveys (Google forms and now Jotforms)

EMPOWERING OUR YOUNG LADIES
WHAKAMANA WAHINE

Whakamana Wahine 2024 Parent Feedback

Please help us with our funding and provide any feedback from last year for us to help continue this programme.

Do you have any feedback for the Whakamana Wahine programme your child participated in to help us with our funding?

Your answer

Do you have any suggestions for improvement

Your answer

would you recommend our programme

Most Certainly
 Yes
 Maybe
 Unsure
 No

TATOU WELLBEING encourage

Well Being Survey - Tatou Youth Group Term 3 2024

This is anonymous for data purposes

snapbackgym@gmail.com Switch account
Not shared

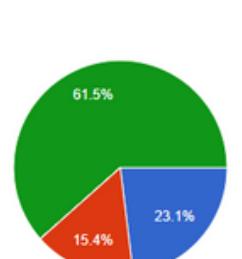
Gender

Male
 Female
 Other

How do you feel about your body today?

I am very confident
 I feel overweight
 I feel underweight
 I have no body confidence

How do you feel about your body today?
13 responses



Response	Percentage
I am very confident	61.5%
I have no body confidence	23.1%
I feel overweight	15.4%
I feel underweight	0%

Aug 2024 - Snapback Feedback

Anonymous Feedback - Thank you so much (This help us to keep offering our community programmes providing funders with factual evidence / feedback / voice)

snapbackgym@gmail.com Switch account
Not shared

Please let us know how Snapback has impacted you:

Your answer

Can you share your story of why you reached out, and the journey you have had?

Your answer

If you have an thing else to tell our funders please feel free to write it here:

Your answer

Which ethnic group (or groups) do you identify as?

NZ Maori

To receive updates as they occur, which method of communication do you prefer?

Social Media

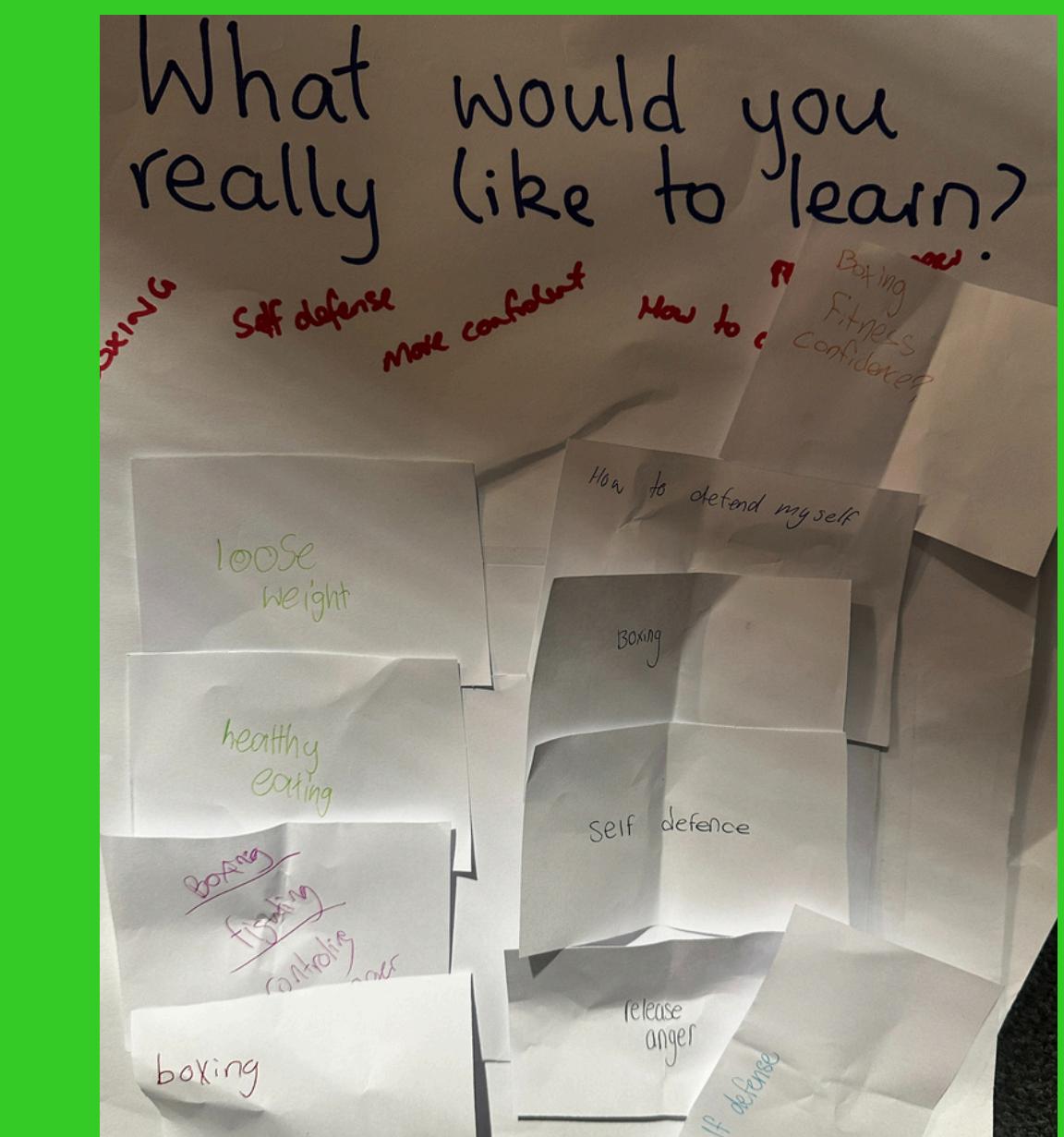
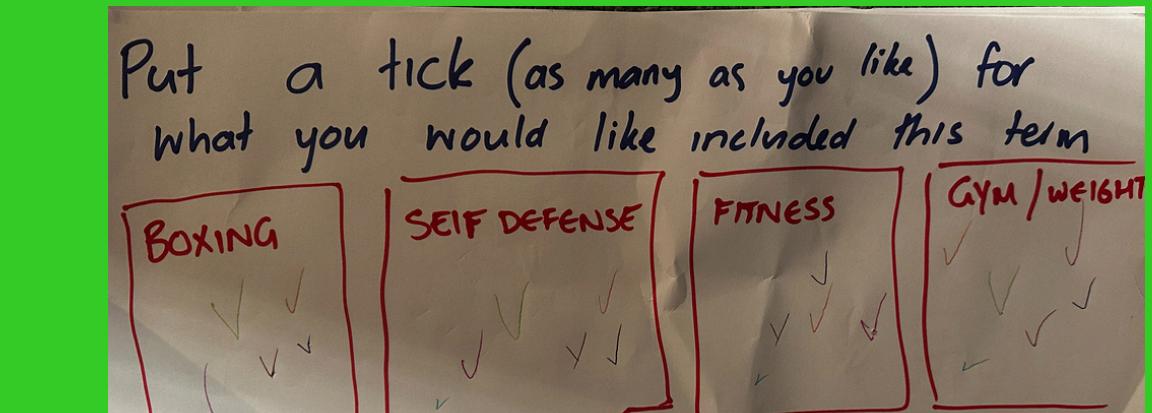
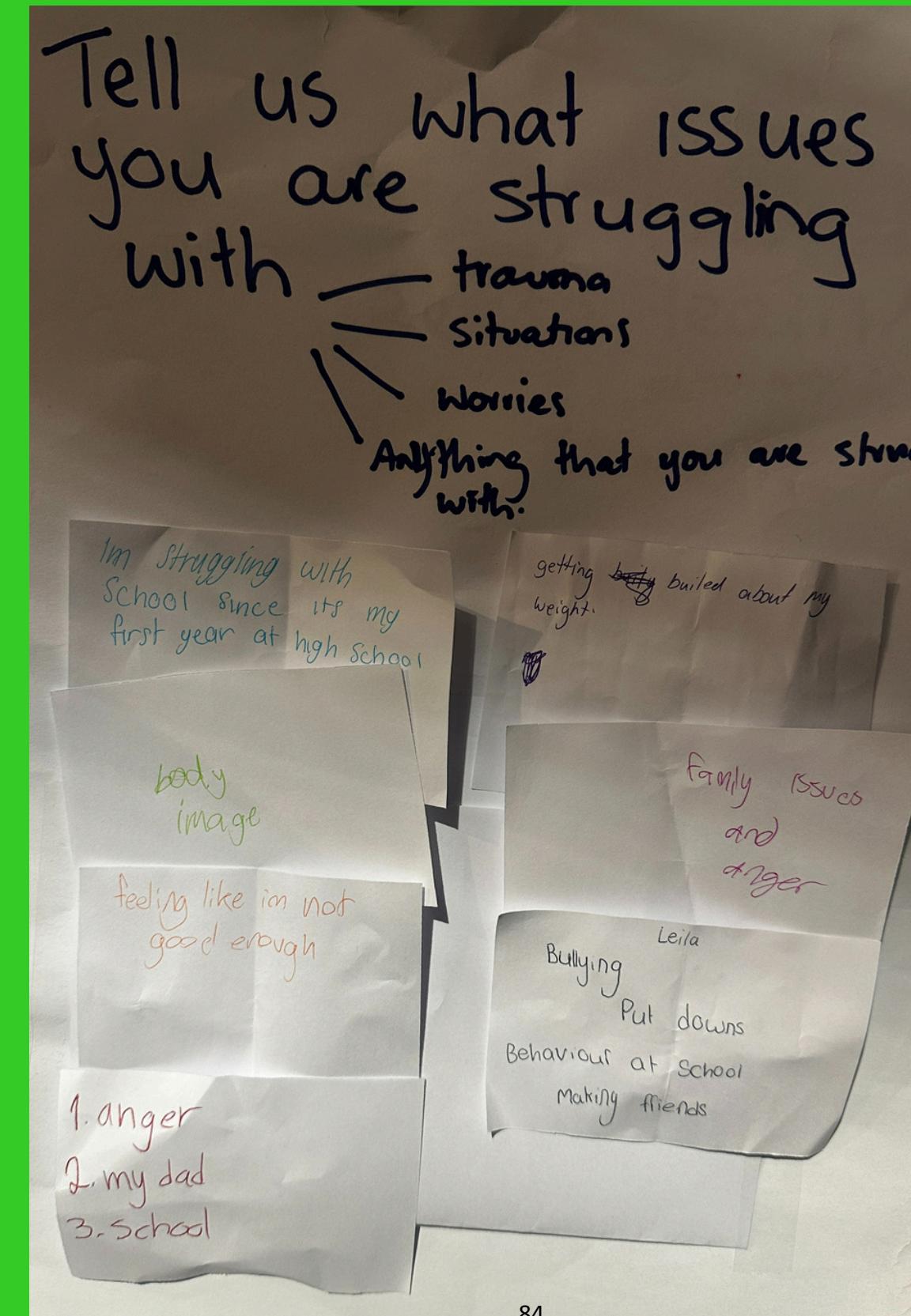
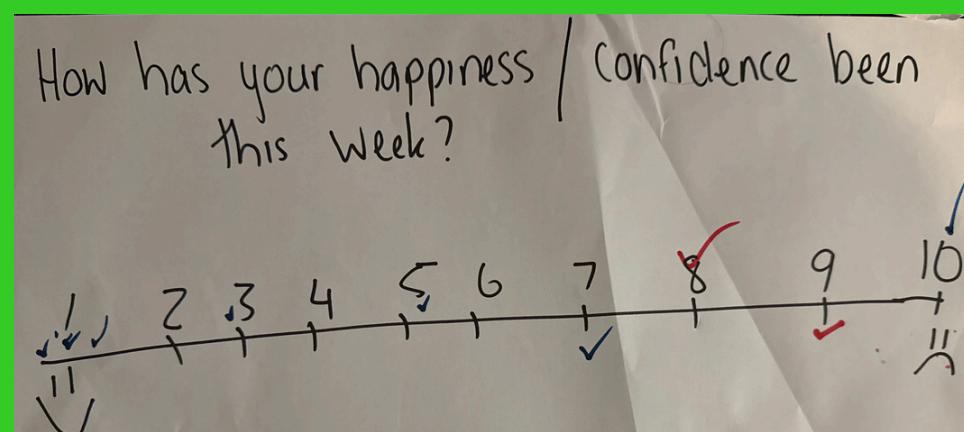
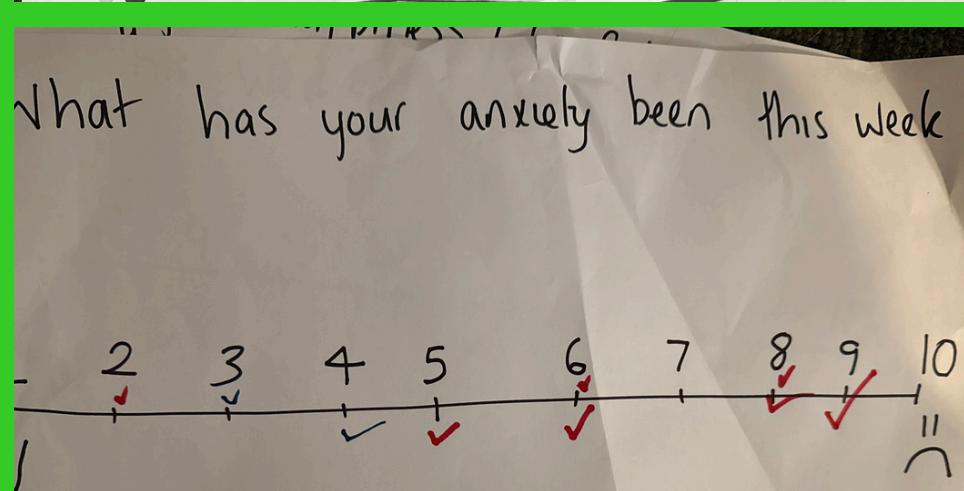
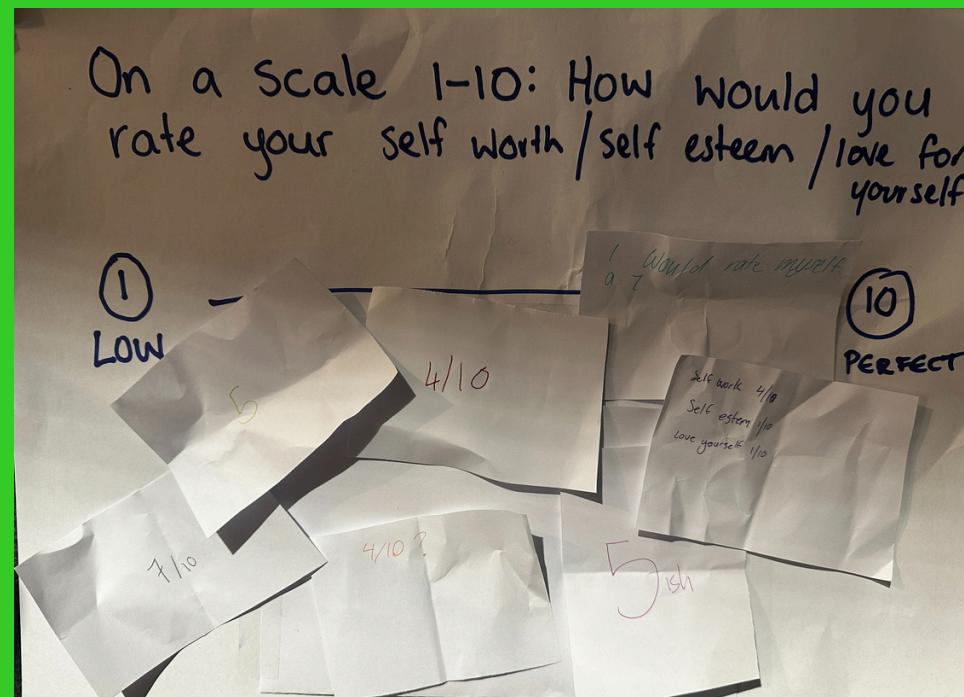
How can we improve our service?

Nothing, Mason looks forward to his Mondays and Wednesdays boxing and we are very grateful for the aroha, manaakitanga and encouragement from the Snapback team/coaches. Tēnā rawa atu koutou!

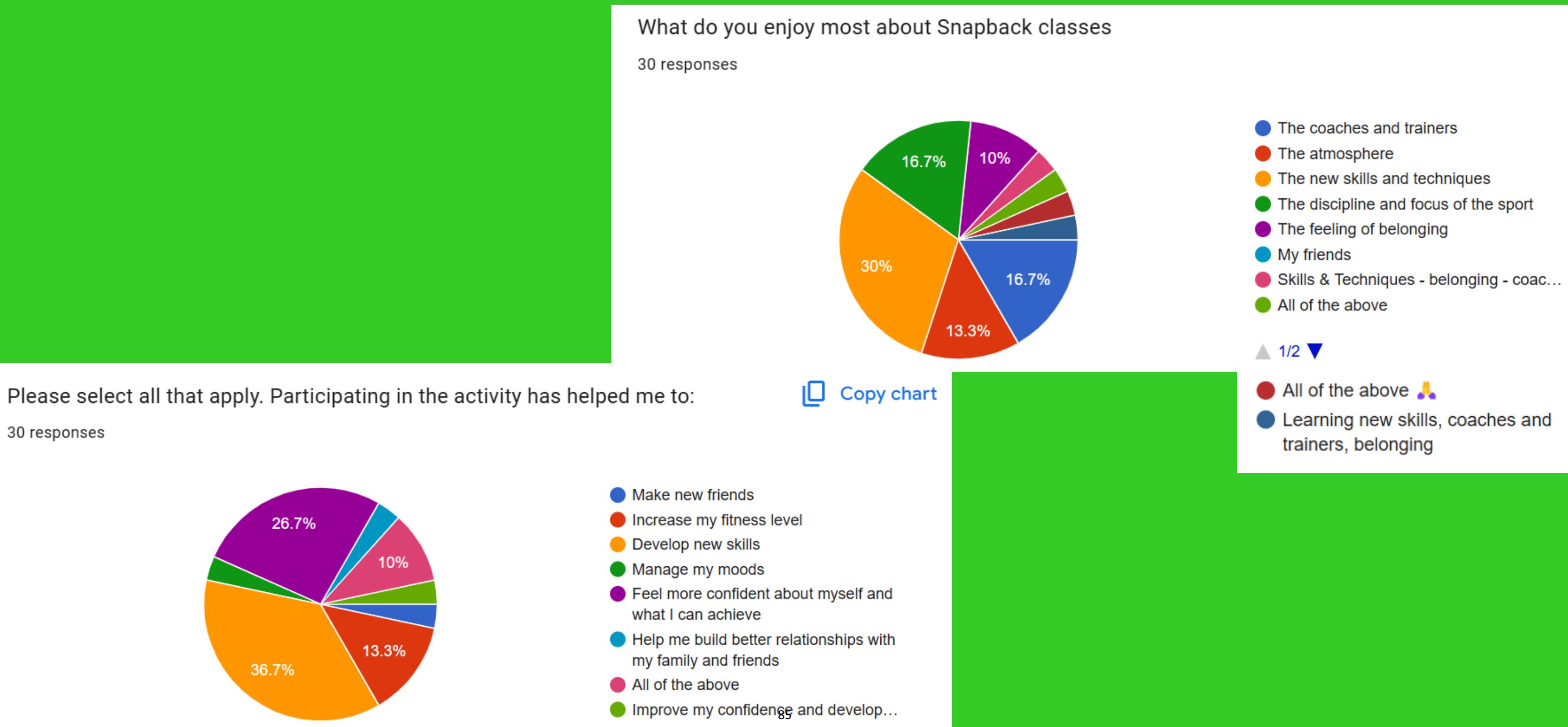
Submission IP

2404:4400:640d:4f00:8074:7285:b402:4013

We take the time to have conversations and ask real questions face to face - Authentic Rangatahi Voice



Survey Responses from Rangatahi



Through using our new app, we can collate data and concerns we see.
 Below is the information given via Registration Form from February 2025 as an example.

		SURVEY ON RANGATAHI WAHINE START OF THIS YEAR					HIGH CONCERN	OF CONCERN			
Ethnicity	Gender	What would you rate your self confidence 1 - 10 (10 being the highest confidence)	What would you rate your anxiety 1 - 10 (10 being the worst anxiety)	What would you rate your self esteem 1 - 10 (10 being the highest self esteem)	Have you ever self harmed?	Have you ever had suicidal thoughts?	What would you rate your mood being low (1 lowest mood and 10 no low moods)	Do you feel any of the following (tick all that apply)	What would you like to gain from this term in Whakamana Wahine (tick all that apply)	I agree to the above Privacy Statement	What would you like us specifically to focus on?
Maori	Female	10	3	10	Yes currently but not often	A few times	10	Self harm Sense of feeling worthless	Increase my fitness	Agree	building self-confidence, managing her mental health, and using boxing training and physical exercise to manger her emotions better
Maori	Female	6	5	8	In the past	Never	7	Struggle in social environments	Learn self defense Increase my confidence	Agree	building self-confidence, and developing leadership skills, and encouraging an interest in her health and wellness
Asian	Female	5	6	5	No	Never	8	Sense of feeling worthless	Learn self defense	Agree	Kicks and punches
Maori	Female	5	8	9	Yes currently but not often	Never	5	Angry	Learn to box	Agree	Goal setting and the importance of having a goal, all things around this I guess.
Maori	Female	3	9	3	No	In the past	3	Struggle in social environments	Learn self defense Increase my confidence Learn to box Increase my fitness	Agree	Her whole being overall
Caucasian	Female	5	5	4		In the past	3	Sad Worry alot Scared Struggle in social environments Sense of feeling worthless Angry	Learn self defense Increase my confidence Learn to box Increase my fitness	Agree	Self confidence
Caucasian	Female	5	3	5	No	Never	8	Sad Not many friends Struggle in social environments Sense of feeling worthless	Increase my confidence A space to share and help others Increase my fitness	Agree	Leila is trying to develop a more positive sense of herself and what she can achieve, especially in relationship to other people. Leila can struggle with low self-esteem although is a bubbly and fun person once she gets comfortable with people. Leila is growing and learning about how to relate with peers, so this would be a good thing to focus on, building relationships with peers as Leila will often gravitate to adults or younger children as this is where she feels comfortable.
Maori	Female									Agree	Being more confident within herself.
Maori	Female									Agree	Emotion regulation, communication
Caucasian	Female	5	7	5	In the past	In the past	5	Sad Not many friends Worry alot Struggle in social environments Sense of feeling worthless Angry	Increase my confidence Increase my fitness	Agree	
Caucasian	Female	7	8	4	No	A few times	4	Sad Alone Not many friends Worry alot Scared Struggle in social environments Sense of feeling worthless Angry	How to unload anger Increase my fitness	Agree	Her self confidence and learning how to manage her deal with her emotions and anger and learn skills to help her with certain life issues.
Caucasian	Female	3	8	4	No	Never	5	Sad Worry alot Scared Struggle in social environments Sense of feeling worthless Angry	Learn self defense Increase my confidence Learn to box Increase my fitness	Agree	Getting her confidence back and to know she can still do what ever she wants



THANK YOU

OUTCOME MEASURES JUNE / JULY 2025

73 responses

[Publish analytics](#)

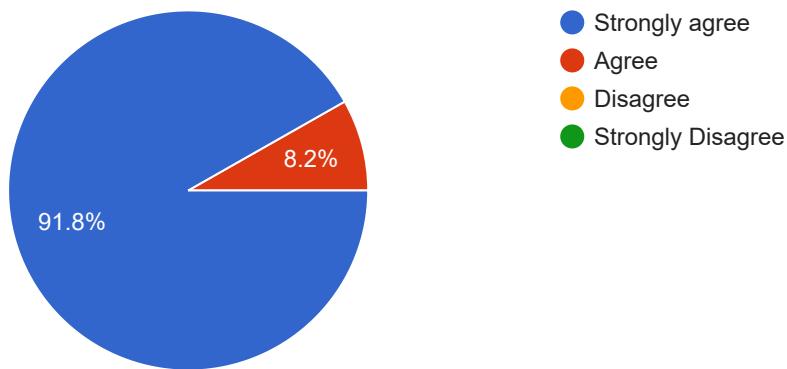
Wairua = Spiritual Wellbeing:

- We are connected and inclusive
- We are a welcoming community

 [Copy](#)

Has Snapback positively contributed to creating a welcoming and inclusive community?

73 responses



 Strongly agree

 Agree

 Disagree

 Strongly Disagree

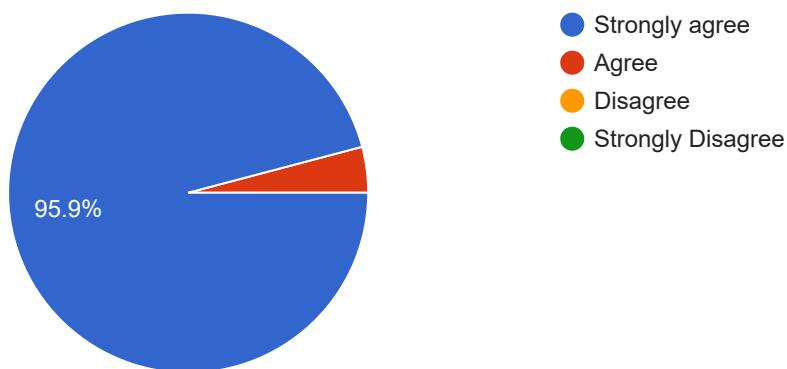
Tinana - Physical Wellbeing:

- Our people and communities feel safe

 [Copy](#)

Has Snapback positively contributed to creating a safer community?

73 responses



 Strongly agree

 Agree

 Disagree

 Strongly Disagree



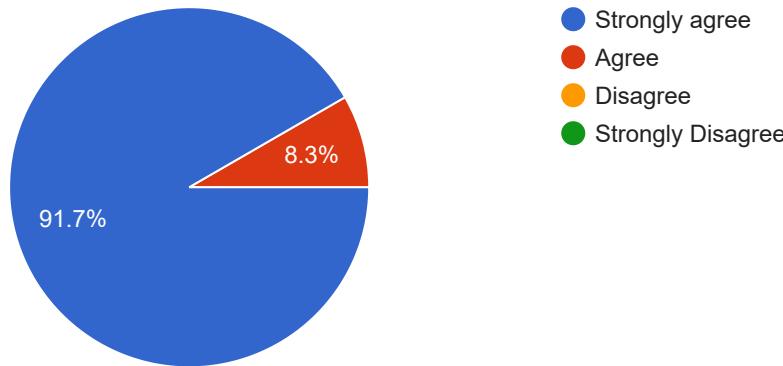
Whanau - Social Wellbeing

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- We are actively engaged, we work together to make our whanau and communities better:

Has Snapback supported whanau and communities to achieve their aspirations?

72 responses



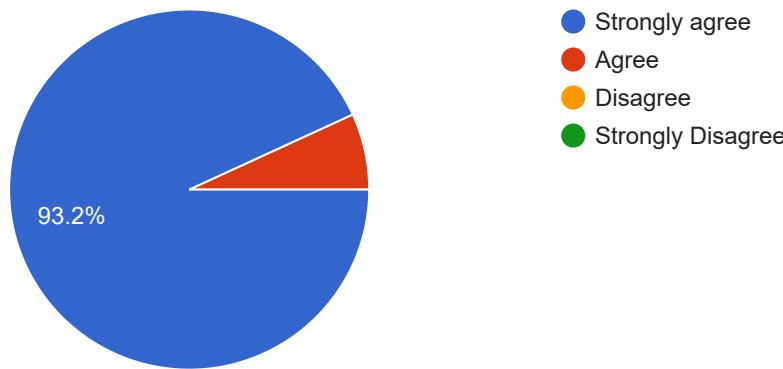
Hinengaro - Cognitive Wellbeing

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- We are life long learners
- We encourage and enable people to shape their future

Has Snapback enabled people to increase their knowledge by learning new skills?

73 responses



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Schedule 1

Name of service, programme or initiative	SnapBACK Gym
Funding Amount	\$10,000
Term of contract	3 years
Direct Client/s	Youth (Tamariki aged 6-11; Rangatahi aged 12-18) Police
Funded Activities and Goals	• Mentor Programme

		QUANTITY OUTPUTS	QUALITY OUTPUTS	SKILLS & KNOWLEDGE	ATTITUDE & OPINION	BEHAVIOUR CHANGE	CIRC. CHANGE	POPULATION OUTCOMES
Service component	Direct Clients	How much	How well	Better Off				
Mentor Programme	Youth	Total # clients ⁱ engaged in the programme	#/clients report they are highly satisfied/satisfied ⁱⁱ with the support they received	#/youth who strongly agree/agree ⁱⁱⁱ they have learnt new life skills ^{iv} as a result of attending the programme	#/youth who strongly agree/agree they are better able to make positive life choices as a result of attending the programme			Hinengaro – We are lifelong learners

		QUANTITY OUTPUTS	QUALITY OUTPUTS	SKILLS & KNOWLEDGE	ATTITUDE & OPINION	BEHAVIOUR CHANGE	CIRC. CHANGE	POPULATION OUTCOMES
	Police						#/% youth who do not come to the attention of Police post completion of the programme	
	Programme delivery	# group sessions delivered						
		# youth who start the programme	% youth who complete the programme					
		# youth who start the programme that come from the Manawatū District	% youth who complete the programme that come from the Manawatū District					

Notes: There is one outcome measure linked to this investment. Note; specific outputs have been added to look at the quantity and quality of effort in the delivery and completion rate of youth who attend the programme including those who come specifically from the Manawatū District.

ⁱ This is the cumulative count of all individuals who engage in the programme over time.

ⁱⁱ 5point likert scale from highly dissatisfied to highly satisfied

ⁱⁱⁱ 5 point likert scale from strongly disagree to strongly agree

^{iv} Life skills include but are not limited to social skills and manners, emotional awareness and intelligence, tikanga and culture outcomes.

Performance Report

SnapBACK Gym 'Toe a'e se tofa' Gym Trust
For the year ended 31 March 2025

Contents

- 3** Compilation Report
- 4** Entity Information
- 5** Approval of Financial Report
- 6** Statement of Service Performance
- 7** Statement of Financial Performance
- 8** Statement of Financial Position
- 9** Statement of Cash Flows
- 10** Statement of Accounting Policies
- 11** Notes to the Performance Report

Compilation Report

SnapBACK Gym 'Toe a'e se tofa' Gym Trust For the year ended 31 March 2025

Compilation Report to the Directors of SnapBACK Gym 'Toe a'e se tofa' Gym Trust.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of SnapBACK Gym 'Toe a'e se tofa' Gym Trust for the year ended 31 March 2025.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with SnapBACK Gym 'Toe a'e se tofa' Gym Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.



Whitehead Accountants Ltd

PO Box 449

Palmerston North

Manawatu/Wanganui

Dated: 11 September 2025

Entity Information

SnapBACK Gym 'Toe a'e se tofa' Gym Trust For the year ended 31 March 2025

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

Legal Name of Entity

Snapback Gym 'Toe a'e se tofa' Gym Trust

Entity Type and Legal Basis

Charitable Organisation

Registration Number

CC56255

Entity's Purpose or Mission

The purpose of the trust will be to:

1. Work with the youth community and inspire them to reach their full potential and promote leadership.
2. We aim to positively raise the statistics in these areas
 - A. Education.
 - B. Health and wellbeing.
 - C. Culture.
3. Snapback Gym – Toe a'e se tofa Trust will:
 - 3.1 Provide and deliver programs and initiatives based on sportsmanship ethos and perspectives.
 - 3.2 Provide Advocacy, advice and guidance from a sportsmanship perspective.

Entity Structure

SnapBack Gym 'Toe a'e se tofa Gym' Trust consist of a Board who manages the management of the Gym. Management consists of the Managing Director and the Co Founder

Main Sources of Entity's Cash and Resources

Snapback Gym relies on government grants, donations and fundraising to meet the cost of their services.

Physical Address

679 Tremaine Avenue, Palmerston North, Palmerston North, New Zealand, 4414

Postal Address

679 Tremaine Avenue, Palmerston North, Palmerston North, New Zealand, 4414

Approval of Financial Report

SnapBACK Gym 'Toe a'e se tofa' Gym Trust For the year ended 31 March 2025

The Trustees are pleased to present the approved financial report including the historical financial statements of SnapBACK Gym for year ended 31 March 2025.

APPROVED



Filipo Saua

Founder/Managing Director

Date 26 Sep 2025

Statement of Service Performance

SnapBACK Gym 'Toe a'e se tofa' Gym Trust

For the year ended 31 March 2025

Description of Entity's Outcomes

SnapBack Gym "Toe a'e se tofa" Gym Trust exists to support tamariki, rangatahi, and whānau in Palmerston North and surrounding regions. Our kaupapa is grounded in Māori and Pasifika values and uses boxing as the entry point to deeper transformation.

We aim to:

- Inspire youth to reach their full potential and become leaders
- Provide advocacy, advice and culturally grounded guidance
- Reconnect disengaged youth with education and positive pathways
- Support holistic wellbeing - physical, emotional, cultural and spiritual
- Create inclusive opportunities for young people of all abilities
- Strengthen community connections through collaboration with schools, Police, Oranga Tamariki, iwi and health services

Ultimately, our goal is to ensure every young person feels seen, valued and supported to become a confident, resilient leader within their community.

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

During the year ended 31 March 2025, the Trust delivered a range of programmes and initiatives that align with our mission:

Education & Youth Development

- Akonga Academy - full time alternative education for youth disengaged from school
- Alternate Education & Schuster Programme - structured support for students excluded or at risk
- DHB Mental Health Youth Programme - supporting youth experiencing anxiety or isolation
- Amateur Youth Boxing Team - discipline and belonging through sport
- Equine Therapy - building confidence and emotional regulation through horse-assisted learning

Empowerment & Trauma Recovery

- Whakamana Wahine - supporting young women with self-esteem, bullying or anxiety
- Sulu Moni & Young Ladies Mentoring - empowering wāhine overcoming trauma or domestic violence
- Tauau 2 Pakahiwi (Men's Programme) - safe spaces for men to share, heal and reconnect
- Corrections Engage Programme - wraparound mentoring for reintegration after incarceration

Culture, Health & Wellbeing

- Pasifika Youth Wellbeing & Pasifika Faasoa - culturally grounded movement and wellbeing for youth and whānau
- Whānau Fitness & Community Events - strengthening family and community connections
- Disability & Inclusive Programmes (Super Power, Parkinson's Programme) - breaking barriers to participation and belonging

This was achieved by:

- Weekly: Ongoing delivery of Akonga Academy, youth boxing, mentoring and group sessions
- Monthly: Whānau fitness events, community days and Pasifika wellbeing programmes
- Term-based: Alternative education and Police-referred youth interventions. Provide holiday programmes for youth unable to be in mainstream programmes
- Annual: Hosting community fundraising events, youth awards and leadership recognition through the "Green to Gold Gloves" framework

Across 2024 - 2025, our programmes engaged hundreds of tamariki, rangatahi and whānau each month. Feedback and visible outcomes showed increased school re-engagement, confidence, leadership and wellbeing amount participants.

Statement of Financial Performance

SnapBACK Gym 'Toe a'e se tofa' Gym Trust

For the year ended 31 March 2025

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

	NOTES	2025	2024
Revenue			
Donations, fundraising and other similar revenue	1	157,546	277,286
Revenue from providing goods or services	1	377,597	513,288
Interest, dividends and other investment revenue	1	2,969	3,247
Other revenue	1	30,469	13,860
Total Revenue		568,581	807,681
Expenses			
Volunteer and employee related costs	2	95,997	148,911
Costs related to providing goods or service	2	529,883	450,284
Other expenses	2	24,800	23,020
Total Expenses		650,680	622,215
Surplus/(Deficit) for the Year		(82,099)	185,466

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

SnapBACK Gym 'Toe a'e se tofa' Gym Trust

As at 31 March 2025

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2025	31 MAR 2024
Assets			
Current Assets			
Bank accounts and cash	3	396,830	484,151
Debtors and prepayments	3	34,048	2,185
Total Current Assets		430,879	486,336
Non-Current Assets			
Property, Plant and Equipment	5	55,398	80,058
Total Non-Current Assets		55,398	80,058
Total Assets		486,276	566,394
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	5,761	3,743
Employee costs payable	4	-	36
Other current liabilities	4	-	1
Total Current Liabilities		5,761	3,780
Total Liabilities		5,761	3,780
Total Assets less Total Liabilities (Net Assets)		480,516	562,615
Accumulated Funds			
Accumulated surpluses or (deficits)	6	480,516	562,615
Total Accumulated Funds		480,516	562,615

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

SnapBACK Gym 'Toe a'e se tofa' Gym Trust For the year ended 31 March 2025

	2025	2024
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	151,250	300,336
Receipts from providing goods or services	14,686	7,315
Interest, dividends and other investment receipts	2,969	3,247
Cash receipts from other operating activities	417,692	548,284
GST	(782)	(8,784)
Payments to suppliers and employees	(673,133)	(620,190)
Total Cash Flows from Operating Activities	(87,320)	230,208
Cash Flows from Investing and Financing Activities		
Payments to acquire property, plant and equipment	-	(59,281)
Cash flows from other investing and financing activities	(1)	(524)
Total Cash Flows from Investing and Financing Activities	(1)	(59,805)
Net Increase/(Decrease) in Cash	(87,321)	170,403
Bank Accounts and Cash		
Opening cash	484,151	313,748
Net change in cash for period	(87,321)	170,403
Closing cash	396,830	484,151

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

SnapBACK Gym 'Toe a'e se tofa' Gym Trust

For the year ended 31 March 2025

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply TIER 3 (NFP) Standard Reporting on the basis that it does not have public accountability and has total annual expenses equal to or less than \$5,000,000. 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)

The entity is registered for GST. All amounts are stated exclusive of Goods and Services Tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

SnapBACK Gym 'Toe a'e se tofa' Gym Trust 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.

Tier 2 PBE Accounting Standards Applied

No Tier 2 accounting policies have been applied.

Changes in Accounting Policies

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

Notes to the Performance Report

SnapBACK Gym 'Toe a'e se tofa' Gym Trust

For the year ended 31 March 2025

2025 2024

1. Analysis of Revenue

Donations, fundraising and other similar revenue		
Manawatu District Council Grant	10,000	-
Grants	37,711	113,512
Grassroots Trust Funding	10,000	-
Think Haoura Grant	99,035	83,774
Tu Manawa Active Grant	-	80,000
Donation	800	-
Total Donations, fundraising and other similar revenue	157,546	277,286
Revenue from providing goods or services		
Corporate Fight Sponsorship	72,900	110,854
COGs Grant	5,000	-
ECCT Funding	40,000	-
Fundraiser	18,890	127
Le Va	-	5,000
Lions Foundation Grant	-	27,000
Lottery Fund	46,000	20,000
Mana Whaikaha - Disability Support Services	6,696	-
Ministry Ethnic Community	-	13,000
MPP Funding	40,000	114,530
MSD Mens Programme	-	30,000
MYD Fund (Tatou Programme)	-	(4,161)
NZ Police	5,100	23,940
NZCT Fund	40,000	20,000
Oranga Tamariki	69,698	141,075
PNCC Community Development Small Grants Fund	5,000	-
Private youth sponsorship	8,137	1,100
Pub Charity Grant	10,000	-
Sales	6,676	5,589
Strathlachlan Fund	3,500	-
Tamariki Toa #4 sponsorship	-	5,235
Total Revenue from providing goods or services	377,597	513,288
Interest, dividends and other investment revenue		
Interest Income	2,969	3,247
Total Interest, dividends and other investment revenue	2,969	3,247
Other revenue		
Other Revenue	30,469	13,860
Total Other revenue	30,469	13,860

	2025	2024
2. Analysis of Expenses		
Volunteer and employee related costs		
KiwiSaver Employer Contributions	7,962	8,207
Salaries	84,197	135,154
Travel - National	3,839	5,550
Total Volunteer and employee related costs	95,997	148,911
Costs related to providing goods or services		
2021 Corporate Fight Expenses	487	-
ACC Levy	3,042	1,281
Amateur Fight Expenses	22,750	-
Advertising	399	34
Bank Fees	-	1
Boxing Equipment	11,182	-
Cleaning	5,201	1,818
Coaching COGs Fight4Life	9,550	3,305
COGs Fund Expenses	1,497	-
Consulting & Accounting	2,724	1,568
ECCT fund expenses	35,994	-
Entertainment	-	657
Equine Therapy Expenses	380	-
General Expenses	7,943	5,644
Grassroots Grant expenses	29,804	800
Independent contractor	555	859
Le Va Expenses	-	18,800
Legal expenses	43	-
Light, Power, Heating	5,467	2,298
Lions Foundation Grant expenses	26,087	12,000
Lottery Fund Expenses	26,803	12,437
Ministry Ethnic Community Muslimah Fit Expenses	13,325	441
Motor Vehicle Expenses	9,681	10,212
MPP Fund Expenses	54,064	61,216
MSD CIC Grant expenses	-	33,177
MSD (Mens) Expenses	4,923	20,375
MYD Fund (Tatou Group) Expenses	14,832	37,719
NZCT Expenses	23,094	18,800
Office Expenses	1,169	2,186
OT expenses	41,638	61,747
Parkinsons/Fight4Life coaching	-	2,300
Police Fund Expenses	2,388	15,883
Printing & Stationery	39	61
Pro Fight Expenses	8,584	5,000
Pub Charity expenses	10,000	-
Purchases	17,474	6,952

	2025	2024
Rent	25,459	14,363
Repairs and Maintenance	24,861	13,473
Sport Manawatu TP24-07	43,417	-
Subscriptions	1,354	1,277
Tamariki Toa Event Expenses	26,196	36,779
Telephone & Internet	126	497
Think Haoura Fund	7,937	4,538
Training and education staff	81	2,640
Tu Manawa - Whakamana Wahine	-	7,519
Tu Manawa Active Expenses	8,576	30,956
Total Costs related to providing goods or services	529,125	449,612
Other expenses		
Depreciation	24,660	22,704
Entertainment - Non deductible	-	292
Interest Expense	96	24
Non-deductible expenses	801	672
Total Other expenses	25,558	23,692
	2025	2024
3. Analysis of Assets		
Bank accounts and cash		
ASB Cheque Account	255,932	358,182
Business Saver	140,898	125,969
Total Bank accounts and cash	396,830	484,151
Debtors and prepayments		
Accounts Receivable	34,048	2,185
Total Debtors and prepayments	34,048	2,185
	2025	2024
4. Analysis of Liabilities		
Creditors and accrued expenses		
GST	2,032	(2,443)
PAYE Payable	3,729	6,186
Total Creditors and accrued expenses	5,761	3,743
Employee costs payable		
Wages Payable - Payroll	-	36
Total Employee costs payable	-	36
Other current liabilities		
Rounding	-	1
Total Other current liabilities	-	1

	2025	2024
5. Property, Plant and Equipment		
Motor Vehicles		
Vehicles owned	40,000	40,000
Accumulated depreciation - vehicles owned	(30,053)	(25,790)
Total Motor Vehicles	9,947	14,210
Furniture and Fittings		
Furniture and fittings owned	57,974	57,974
Accumulated depreciation - furniture and fittings owned	(36,906)	(23,126)
Total Furniture and Fittings	21,067	34,848
Office Equipment		
Office equipment owned	55,732	55,732
Accumulated depreciation - office equipment owned	(31,349)	(24,732)
Total Office Equipment	24,383	31,000
Total Property, Plant and Equipment	55,398	80,058

	2025	2024
6. Accumulated Funds		
Accumulated Funds		
Opening Balance	562,615	377,148
Accumulated surpluses or (deficits)	(82,099)	185,466
Total Accumulated Funds	480,516	562,615
Total Accumulated Funds	480,516	562,615

7. Commitments

There are no commitments as at 31 March 2025 (Last year - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2025 (Last year - nil).

9. Related Parties

There were no transactions involving related parties during the financial year.

10. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.



RESULTS BASED ACCOUNTABILITY REPORT

1 July 2024 to 30 June 2025

- Performance Measures - Data
- Performance Measures – Report
- RBA Schedule
- Financial Report

Te Manawa Youth and Parenting Programme Data Report

Performance Measures	01 Jul-31 Dec	01 Jan-30 Jun	Total 01 Jul-30 Jun
How much: Quantity of effort			
Total # active clients (individuals)	18	29	47
Total # families/whānau engaged (family comprises 2 or more individuals)	6	10	16
# 1-1 sessions delivered to individuals	40	31	71
# sessions delivered to families/whānau (2 or more members of the same family unit)	30	35	65
How Well: Quality of effort			
# clients who answered the client satisfaction question in the survey (denominator)	7	10	17
# clients who were highly satisfied OR satisfied with the content and delivery of the programme (numerator)	7	10	17
% clients who were highly satisfied OR satisfied with the content and delivery of the programme	100%	100%	100%
Better Off? Effect of effort			
# clients (parents or caregivers) who answered the 'parenting skills' question in the survey (denominator)	4	7	11
# clients (parents or caregivers) who strongly agree OR agree they learnt new parenting skills as a result of the programme (numerator)	4	7	11
% clients (parents or caregivers) who strongly agree OR agree they learnt new parenting skills as a result of the programme (SK,S)	100%	100%	100%
# clients (parents or caregivers) who answered the 'strategies for managing' question in the survey (denominator)	4	7	11
# clients (parents or caregivers) who strongly agree OR agree they learnt new strategies for managing their emotions and triggers linked to stress (numerator)	4	7	11
% clients (parents or caregivers) who strongly agree OR agree they learnt new strategies for managing their emotions and triggers linked to stress (SK,S)	100%	100%	100%
# clients (parents or caregivers) who answered the 'relationship' question in the survey (denominator)	4	7	11

# clients (parents or caregivers) who strongly agree OR agree their relationship with their child has improved as a result of the programme (numerator)	4	7	11
% clients (parents or caregivers) who strongly agree OR agree their relationships with their child has improved as a result of the programme (AO,S)	100%	100%	100%

Te Manawa Family Services
Results Based Accountability Narrative Reporting
1 July 2024 to 30 June 2025

Describe the key factors impacting on the performance measures.
<p>The Whānau Connect team have been busy during the January to June 2025 period, particularly in their focus of creating connections within the Feilding Community. They have visited all primary schools in the township and this resulted in a partnership with Manchester St School who have given use of their hall for free for the Kids Connect sessions.</p> <p>The team have also connected with the local RTLB cluster and Sport Manawatū.</p>
Briefly describe any ideas or approaches you may have to improve or accelerate your performance.
<p>Over this period, we offered evening parenting programme sessions one term and daytime sessions the next to ensure a range of parents could attend. Having the Kid's Connect programme sessions at Manchester St School has been helpful in that it is central to other schools and ensures the participants can arrive on time. Food is provided at all sessions as a way of grounding the groups in manaakitanga and also to ensure the young people can settle and recharge before heading into the activities.</p> <p>We have experienced less engagement with teens and Luke is working to put together a modified programme for this age group - targeting 14-17 year old young men. He has connected with outdoor recreation groups and is planning an overnight camp in Pohangina over summer as part of the wider programme. This camp will be focussed on connection with te taiao, skills building and mindfulness; with the young people fully involved in planning and taking roles to support the wider group experience.</p>
Please provide a detailed explanation of any non-reporting or variances in reporting against the contract.
We have met the requirements of the contract.
Is there anything else that you need to bring to our attention?
The team have completed several training opportunities recently including Family Systems Therapy, Working with Neurodiversity and Youth AOD.

Do you have a success story that you would like to share? (This may include a case study, video clip, presentation or other).

When seven-year-old Olivia joined the Kid's Connect Programme she had already shown remarkable bravery by speaking up about the harm she had experienced. Her mum, determined to support her daughter's healing, sought help so Olivia could learn new ways to manage her emotions and build her self-esteem.

From the very first session, Olivia felt at ease with her facilitator. Together with her mum, they built a safe and supportive relationship that encouraged Olivia to open up and fully engage. Ten sessions were scheduled at school and in our office during holidays, with the school enthusiastically accommodating the process. Olivia set her own goals: to find ways to manage "big emotions" and to grow her resilience and confidence.

Olivia thrived in the programme. She loved the games and creative activities, which made learning about emotions and safety both fun and meaningful. Along the way, an application to the Ministry of Justice Child Flexi-Fund was successful, allowing Olivia to access equine therapy — another safe and empowering space to grow.

By the end of the programme, Olivia was confidently identifying her feelings, using new tools for self-regulation, and showing she understood what to do if she ever felt unsafe again. Both Olivia and her mum gave glowing feedback:

"Sarah went above and beyond to create a safe and communicable space for my daughter and our whānau. We are beyond grateful for your mahi."

Olivia's journey is a shining example of how early intervention, compassionate support, and strong whānau involvement can empower children to heal and embrace their futures with resilience and confidence.

A mother and her twelve-year-old daughter came to Te Manawa knowing they needed change. Their relationship had become marked by frequent conflict — arguments, yelling, even physical aggression — leaving both feeling anxious and disconnected.

Together, they joined our Whānau Connect services, with Mum participating in Parent Connect and her daughter in Kids Connect. Both programmes complemented each other, offering individual learning as well as opportunities to come together.

At first, both were nervous, but they quickly grew comfortable. The daughter thrived in Kids Connect, showing leadership and building empathy, while her mum bravely engaged in Parent Connect, reflecting on her parenting and trying out new approaches at home. They also accessed extra support, including individual counselling for Mum.

By the end of the programme, the transformation was clear. Conflict, once happening every 1–2 days, reduced dramatically. Instead of bottling up emotions, the daughter learned to communicate her feelings, while Mum introduced daily rituals of connection, like sharing "good and bad" moments at dinner and practicing mindfulness together.

The daughter even took her kindness beyond the home — stepping into a leadership role at school. At home, she proudly told facilitators, “We are a team.”

Mum summed up their experience by saying:

“I appreciate how comfortable and non-judgmental Moana and Luke made each session. They made it easy for me to be open and honest. They reminded me each session that I was doing better as a parent.”

This story captures the heart of Whānau Connect — building stronger, kinder, and more resilient family relationships.

Schedule 1

Name of service, programme or initiative	Te Manawa Family Services
Funding Amount	\$30,000
Term of contract	3 years
Direct Client/s	Families/Whānau collectives Individuals; Parents/caregivers with children and youth
Funded Activities and Goals	<ul style="list-style-type: none"> • Youth and Parenting Programme • Providing education to parents to feel supported and make positive informed parenting decisions

		QUANTITY OUTPUTS	QUALITY OUTPUTS	SKILLS & KNOWLEDGE	ATTITUDE & OPINION	BEHAVIOUR CHANGE	CIRC. CHANGE	POPULATION OUTCOMES
Service component	Direct Clients	How much	How well	Better Off				
Parenting Programme	Whānau collectives	Total # families/whānau ⁱ engaged	% whānau report they are highly satisfied/satisfied ⁱⁱ with the content and delivery of the programme					
	Individuals of whānau collectives	Total # active clients (total) ⁱⁱⁱ						

		# 1-1 individual sessions delivered ^{iv}						
	Individuals parents or caregivers engaged in the programme	# family/whānau sessions delivered ^v		#/% clients who strongly agree/agree ^{vi} they learnt new parenting skills as a result of the programme	#/% clients who strongly agree/agree ^{vii} there has been an improvement in their relationship with their child as a result of the programme			Hinengaro – We are lifelong learners
				#/% clients who strongly agree/agree ^{viii} they learnt new strategies for managing their own emotions, stress and triggers				Whānau – We are actively engaged

Notes: All outcomes have been designed based on their application with previous reporting on programme outcomes. Note; there are no outcomes directly linked to children and youth associated with this programme.

ⁱ Families/Whānau = 2 or more individuals from the same household, or who self-define as family/whānau. This is the count of family/whānau collective groups who are engaged in the programme

ⁱⁱ Note; 5point likert scale from highly dissatisfied to highly satisfied

ⁱⁱⁱ Active clients = all individuals who are actively engaged in the programme, i.e. has engaged in 1 or more sessions in the reporting period. This is the count of individuals including youth and parents/caregivers.

^{iv} 1-1 individual sessions = sessions that are delivered to an individual. Youth or parent/caregiver.

^v Family sessions = sessions that are delivered to family/whānau collectives. This is the count of sessions that are delivered to 2 or more people from the same household. To be agreed and defined with the group.

^{vi} Note; 5point likert scale from strongly disagree to strongly agree

^{vii} As above

^{viii} As above

Balance Sheet

Te Manawa Family Services Charitable Trust As at 30 June 2025

30 JUN 2025

Assets

Bank

Bus First Transact	83,602.27
Non-Profit Account	9,837.35
Savings Account	186,907.77
Total Bank	280,347.39

Current Assets

Accounts Receivable	49,641.67
Accounts Receivable Year End Adjustment	1,669.73
Westpac Bank - Term Deposit No 4	75,000.00
Westpac Bank - Term Deposit No 6	75,000.00
Total Current Assets	201,311.40

Fixed Assets

Buildings	144,081.66
Furniture & Fittings	55,118.41
Less Accumulated Depreciation Furniture & Fittings	(42,940.54)
Less Accumulated Depreciation Buildings	(65,436.51)
Less Accumulated Depreciation Palmerston North Premises	(46,298.12)
Less Accumulated Depreciation Plant & Equipment	(111,478.01)
Palmerston North Premises	58,474.00
Plant & Equipment	129,833.00
Total Fixed Assets	121,353.89

Total Assets

603,012.68

Liabilities

Current Liabilities

Accounts Payable	14,331.38
Accrued Expenses	13,500.00
Accrued Holiday Pay Liability	73,789.52
Accrued Wages Liability	32,230.13
Deferred Revenue	6,312.62
GST	(4,608.73)
PAYE Payable	33,599.32
Rounding	(0.03)
Te Manawa Credit Card	1,680.90
Total Current Liabilities	170,835.11

Total Liabilities

170,835.11

Net Assets

432,177.57

Equity

30 JUN 2025

Correction of Prior Year Errors	7,572.73
Current Year Earnings	(167,557.06)
Retained Earnings	592,161.90
Total Equity	432,177.57

Profit and Loss

Te Manawa Family Services Charitable Trust For the year ended 30 June 2025

	YTD
Trading Income	
Contract Funding - Manawatu District Council	30,000.00
Contract Funding - MSD - SFCWFV	50,885.52
Contract Funding - MSD - YTHHIGH	37,883.32
Contract Funding - MSD FVLTREC - WP	162,500.00
Contract Funding - MSD FVNMPERP - MP	205,666.67
Grants & Donations - Client Donations	129.00
Interest Received	23,798.05
MSD FCS	227,500.00
PNCC - Strategic Priority Grant	40,271.00
Service Fees - CPS	96,873.00
Services Fees - MOJ - Family court & FV Court	388,497.08
MOJ CSP	30,000.00
Overheads - ICR Governance Grant	4,320.00
Grants & Donations - MHERC	330.43
MSD Pay Equity Remuneration	89,580.00
MOJ Pay Equity Remuneration	84,702.00
Grants & Donations - Tu Manawa Active Aotearoa	9,784.00
CPS Pay Equity Remuneration	26,071.00
MOJ Flexible Funding	23,541.88
Honorarium - Te Kupenga Whakaoti Mahi Patunga NNFVS	1,200.00
Total Trading Income	1,533,532.95
Gross Profit	1,533,532.95
Other Income	
Overheads from Adult Programmes	327,720.00
Overheads from FWSS	93,636.00
Overheads from Whanau Connect	46,812.00
Te Kauru Management Fee	10,000.00
Total Other Income	478,168.00
Operating Expenses	
Accounting	5,000.00
Administrators' Salaries	135,441.98
Adult Programme Overheads	327,720.00
Audit Fees	6,915.00
Bank Fees	229.28
CE - Wages	164,802.75
Charities Commission Return Fee	88.88
Communication Costs - Internet	2,822.86
Communication Costs - Landlines	877.56
Communication Costs - Mobiles	13,735.30

FWSS Overheads	93,636.00
FWSS Supervision	2,321.30
FWSS Training and Accreditation	825.65
FWSS Travel and Parking	1,642.12
FWSS Wages	153,891.52
G/A - Minor Equipment	1,928.30
G/A - Postage & Stationery	8,238.02
G/A - Repairs & Maintenance (IT & Equip)	24,513.25
G/A - Tearoom and First Aid	9,331.61
CE - Training & Professional Development	7,313.55
CE - Travel & Parking	2,241.72
H/R - ACC	3,339.16
H/R - Indemnity Insurance	3,053.77
H/R - Resignations, Recruitment & Appointment	26,093.64
H/R - Staff & Agency Meetings	8,400.68
Promotion - Advertising	1,335.00
Promotion - Meetings/hui	957.83
Promotion - Website and Branding	3,857.94
PL - Supervision	220.00
PL - Wages	35,908.51
PNCSC	99.00
Premises - Cleaning	15,116.68
Premises - Electricity	12,268.57
Premises - Insurance - contents	2,130.44
Premises - Rental	92,855.18
Premises - Repairs and Maintenance	9,905.00
Premises - Security	1,518.78
Premises - Sundry Supplies	710.00
Resources	214.56
Resources - Module Booklets, posters etc	1,055.60
Resources FWSS	155.00
S & L - NNSVS - Membership Fee	500.00
S & L - NZAC/NZCCA/SWRB/ANZASW	8,217.14
S & L - Social Service Providers Aotearoa	60.87
Supervision	7,273.00
Supervision, observation & reports	12,173.10
Training	3,091.13
Training & Accreditation	5,752.96
Travel & Parking	3,868.77
V/C - Trust Board	4,764.07
Wages - Adult Programmes	603,908.69
Wages - Whanau Connect Programme	184,668.50
XERO	1,334.00
Whanau Connect Overheads	46,812.00
Legal	1,901.27

	YTD
Strategic and Cultural Planning	8,137.50
MHERC Grant	313.04
G/A - Software monitoring and security	22,431.32
MoJ Flexibility Funding	5,714.78
Travel and Parking	2,222.99
Tu Manawa Active Aotearoa	2,524.49
H/R - Health Insurance	16,922.09
Total Operating Expenses	2,125,303.70
Net Profit	(113,602.75)



RESULTS BASED ACCOUNTABILITY REPORT

1 July 2024 to 30 June 2025

- Performance Measures - Data
- Performance Measures – Report
- RBA Schedule
- Financial Report

Feilding and District Art Society RBA
Reporting Data

Performance Measures	01 Jul-31 Dec	01 Jan-30 Jun	Total 01 Jul-30 Jun
How much: Quantity of effort			
Total # members (individuals)	146	157	303
# Visitors at the Art Society	4723	4863	9586
# Exhibitors who exhibit their work at the Art Society	171	60	231
Total # exhibits held at the Art Society	7	7	14
How Well: Quality of effort			
# members who answered the 'satisfied' question in the survey (denominator)	32	44	76
% members who answered the 'satisfied' question in the survey	22%	28%	25%
# visitors who answered the 'satisfied' question in the survey (denominator)	21	44	65
% visitors who answered the 'satisfied' question in the survey	0%	1%	1%
# exhibitors who answered the 'satisfied' question in the survey (denominator)	21	26	47
% exhibitors who answered the 'satisfied' question in the survey	12%	43%	20%
Better Off? Effect of effort			
# members who answered the 'they see benefit' question in the survey (denominator)	42	51	93
# members who strongly agreed OR agreed they see benefit from being a member of the Art Society (numerator)	39	49	88
% visitors who strongly agreed OR agreed they see benefit from being a member of the Art Society (AO,S)	93%	96%	95%
# visitors who answered the 'would recommend' question in the survey (denominator)	39	66	105
# visitors who strongly agreed OR agreed they would recommend the Art Society as a place to visit (numerator)	39	66	105

% visitors who strongly agreed OR agreed they would recommend the Art Society as a place to visit (AO,S)	100%	100%	100%
# exhibitors who answered the 'would recommend' question in the survey (denominator)	36	45	81
# exhibitors who strongly agreed OR agreed they would recommend the Art Society as a place to exhibit (numerator)	35	43	78
% exhibitors who strongly agreed OR agreed they would recommend the Art Society as a place to exhibit (AO,S)	97%	96%	96%

Feilding and District Art Society
Results Based Accountability Narrative Reporting
1 July 2024 to 30 June 2025

<p>Describe the key factors impacting on the performance measures.</p> <p>Based on our collection of survey data through Survey Monkey, the key factors impacting performance measures for the Feilding and District Art Society can be summarized as follows:</p> <p>Engagement Type: Most respondents engaged as members (85%), with significant participation as exhibiting artists (48%) and visitors (33%).</p> <p>Satisfaction: A large majority (94%) reported being highly satisfied or satisfied with the services and experience provided.</p> <p>Perceived Benefits: Among members, 96% agreed or strongly agreed that they see the benefits of membership.</p> <p>Recommendations: Both visitors and exhibitors overwhelmingly recommend the Art Society, with 100% of visitors and 95% of exhibitors agreeing or strongly agreeing.</p> <p>Demographics: The majority of respondents are women (73%) and aged 65+ (63%), with most identifying as NZ European/Pakeha (94%).</p> <p>Location: Respondents are distributed across Feilding, Palmerston North, wider Manawatū, and outside the region.</p> <p>In addition to this we had a survey taken in store engaging visitors only, these results showed that 100% of these visitors were satisfied and strongly satisfied with their experience. This survey also showed that the majority of those surveyed were NZ European women, aged 65+ and from Palmerston North.</p>
<p>Briefly describe any ideas or approaches you may have to improve or accelerate your performance.</p> <p>To improve and accelerate performance, we have been expanding our advertising and promotional efforts across multiple channels. This includes increasing visibility of our Affordable Art Classes and exhibitions through targeted social media campaigns, regular newspaper features, and improved member newsletters and website. These efforts will spotlight upcoming events, artist achievements, and the unique learning opportunities we offer - especially those that support youth and neurodivergent creatives.</p> <p>We also aim to build on the success of recent high-profile art works, such as the Joan Miró lithographs, which drew significant interest and elevated the gallery's reputation. By continuing to host international and nationally recognised works, we can attract wider audiences and inspire local artists.</p> <p>Community exhibitions like <i>Autumn Art Attack</i> have proven highly effective in engaging visitors, particularly when paired with in-gallery workshops. Thanks to Artist Wayne Todd for his contribution this April. These workshops offer hands-on learning that connects directly to the exhibition theme, deepening visitor understanding and participation. We plan to replicate and expand this model, integrating creative sessions with future exhibitions to enhance accessibility and engagement.</p>

Together, these approaches will strengthen community connection, increase participation, and ensure our programming remains vibrant, inclusive, and responsive to local needs. With continued support, we can grow our reach and impact across the Manawatū.

Please provide a detailed explanation of any non-reporting or variances in reporting against the contract.

There have been no instances of non-reporting or variances in reporting against the contract. All required reports have been submitted on time and in full, with activities delivered as outlined in the funding agreement. Programming, exhibitions, and community engagement initiatives have proceeded as scheduled, with strong alignment to our stated outcomes.

We continue to monitor performance closely and maintain clear documentation to ensure transparency and accountability. Should any unexpected changes arise, we are committed to communicating promptly and adapting responsibly to uphold the integrity of our commitments.

Is there anything else that you need to bring to our attention?

We'd like to highlight the vibrant, inclusive atmosphere of the Feilding Art Centre and the exceptional programming delivered by our team. From nationally recognised exhibitions to hands-on workshops and community-led initiatives, the Centre continues to be a creative hub for the Manawatū region.

If you haven't visited recently, we warmly encourage you to stop by and experience the energy, talent, and diversity on display. There's always something new to discover - and we believe a visit will leave you inspired and connected to the creative heart of our community.

Do you have a success story that you would like to share? (This may include a case study, video clip, presentation or other).

Between January and June, the Feilding Art Centre has been a hive of creative activity, delivering vibrant events that showcase local talent, foster community engagement, and celebrate artistic expression across the Manawatū.

One standout moment was our mural painting at the Easter Kids Day Event at Manfeild, where young artists collaborated on a large-scale artwork in a joyful, hands-on environment. This initiative brought families together and highlighted the power of public art to inspire and connect.

In March, we hosted a Plein Air Painting Day at Greenough Gardens, offering artists a chance to connect with nature and each other in a relaxed, open-air setting.

Our Autumn Art Attack exhibition invited the public to engage directly with seasonal themes through inspirational displays and interactive prompts, while our team's volunteer efforts at the Kimbolton Sculpture Festival demonstrated our commitment to supporting creativity beyond the gallery walls.

We also proudly represented Feilding artists at the Caccia Birch Art Showcase, hosted by Square Edge. This event provided a platform for regional creatives to share their work in a prestigious setting, strengthening visibility and pride in our local arts community.

In May, our Members' Awards Opening was a highlight of the season, celebrating the diverse talents of our exhibiting artists. The event was well attended and warmly received, with a gallery of photos and video capturing the energy and excellence of the evening.

 Explore our highlights:

- [Plein Air Painting Day](#)
- [Autumn Art Attack](#)
- [Easter Kids Day Mural](#)
- [Members' Awards Gallery](#) and [Reel](#)
- [Caccia Birch Showcase](#)
- [Kimbolton Sculpture Festival](#)

You can find plenty more photos and reels on our Facebook feed if you'd like to visit [@feildingart](#).

Schedule 1

Name of service, programme or initiative	The Feilding and District Art Society
Funding Amount	\$10,000 per annum
Term of contract	2 years
Direct Client/s	Members, visitors and exhibitors
Funded Activities and Goals	<ul style="list-style-type: none"> • Art Society Operations

		QUANTITY OUTPUTS	QUALITY OUTPUTS	SKILLS & KNOWLEDGE	ATTITUDE & OPINION	BEHAVIOUR CHANGE	CIRC. CHANGE	POPULATION OUTCOMES
Service component	Direct Clients	How much	How well	Better Off				
Art Society Operations	Members	Total # members	% members report they are highly satisfied/satisfied ⁱ with the services being provided by the Art Society		#/% members strongly agree/agree ⁱⁱ they see benefit from being a member of the Art Society			Taha Whānau – We are actively engaged
	Visitors	Total # visitors who visit the Art Society ⁱⁱⁱ	% visitors report they are highly satisfied/satisfied with their visit to the Art Society		#/% visitors strongly agree/agree they would recommend the Art Society as a place to visit			Taha Wairua – We are connected and inclusive
	Exhibitors	Total # exhibitors who exhibit their work at the Art Society	% exhibitors report they are highly satisfied/satisfied with the exhibitions		#/% exhibitors strongly agree/agree they would recommend the Art Society as a place to exhibit			Taha Wairua – We are connected and inclusive

		Total # exhibits held at the Art Society						
--	--	--	--	--	--	--	--	--

ⁱ Note; 5point likert scale from highly dissatisfied to highly satisfied

ⁱⁱ Note; likert scale as above.

ⁱⁱⁱ Note; need to provide additional visitor data with six monthly and 12-monthly reports indicating age, gender, ethnicity of visitors, where they live ie local, national, international and the purpose for visit

Performance Report

The Feilding and District Art Society Incorporated
For the year ended 31 March 2025

Prepared by Wheeler Campbell

Contents

- 3** Compilation Report
- 4** Entity Information
- 6** Statement of Service Performance
- 8** Statement of Financial Performance
- 9** Statement of Financial Position
- 10** Statement of Cash Flows
- 11** Statement of Accounting Policies
- 13** Notes to the Performance Report

Compilation Report

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

Compilation Report to the Committee of The Feilding and District Art Society Incorporated.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of The Feilding and District Art Society Incorporated for the year ended 31 March 2025.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Committee are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

Our Director, Stuart Campbell, is a member of the Society's committee.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Wheeler Campbell Chartered Accountants Ltd

Feilding

Dated: 15 May 2024

Entity Information

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

Legal Name of Entity

The Feilding and District Art Society Incorporated

Entity Type and Legal Basis

Incorporated Society and Registered Charity

Registration Numbers

Societies 1339281
Charities CC34427

Entity's Purpose or Mission

The main objectives of the Society are to:

1. Operate the Manawatu District Art Centre in the Feilding township and be responsible for sourcing and governing the management and funding of the Centre.
2. Maintain a dialogue with the committees, art groups, individuals, and schools through provision of advice if required and responding to inquiries, issues and interests through general liaison and appropriate informal networking.
3. Establish, provide, and pass on information regarding funding available to local art groups and individuals.
4. Support mutual recognition and encourage healthy relationships between local art and craft groups.
5. Maintain files and up to date information on membership, contacts and AGM minutes of local art groups.
6. To receive funds for the promotion of Manawatu district arts and artists within or outside of the district.

Entity Structure

The Society is administrated by a committee accountable to and elected by the Society members.

The Society's Art Centre is professionally managed by one full-time employee who works in conjunction with an elected committee and one part time employee who reports to the Manager. Together, management and the Committee are embedding operating practices intended to ensure the Society's long-term sustainability.

Main Sources of Entity's Cash and Resources

The major sources of funds are Manawatū Art Expo (46%), grants and sponsors (29%), and income raised from activities at Feilding Art Centre (17.5%).

Main Methods Used by Entity to Raise Funds

The Society undertakes one major fundraiser every year (Manawatū Art Expo) with a few smaller fundraisers (Calendar and Colouring book) and makes applications to various trusts and grant-funding bodies for project and operational funding. Funds from operating activities at Feilding Art Centre include income from art classes and workshop fees, exhibition entry fees, Gallery hire, commission on art sales, and donations from individuals.

Entity's Reliance on Volunteers and Donated Goods or Services

The Society's committee comprises six volunteers. Additionally, a further 30 volunteers deliver core service at Feilding Art Centre, with another 10 volunteering outside of the centre for our fundraisers and community events. Together, all volunteers contributed around 3,600 hours of their time to the Society in 2024/25.

Contact details

06 323 2323
104 Manchester Street, Feilding 4702
Manawatu, New Zealand

Statement of Service Performance

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

2024-2025 Outcomes

This year we worked to establish and re-establish our long-term relationships with businesses that will continue to support us with sponsorship and benefits. Local business like Darraghs Mitre10, Peter Shelton – Building Solutions, and Ray Barnett's Svendsen Photography, who continue to support us with our calendar, discounts and contributions to the centre in kind and contributing to the everyday running of the Art Centre and making it a little more viable. Our business relationships now include a \$5000+ sponsorship agreement across the Art Centre activities with Craigs Investment Partners.

This last year our Art Centre also had a focus on both marketing and promoting ourselves as being an Art hub run by Artists for Artists and putting the Art Centre 'on the map'. Much of this has been achieved through social media posts, regular radio advertising, and newspaper articles with Stuff and the Wellington regional News.

As the Art Centre continues to grow it is important that we maintain and build our local audience and connections, as these are the people who will visit us most frequently and bring in their families and friends. This year we will begin receiving the MDC Priority Services grant of \$5000 per annum for the next 3 years. Our local Council would love to see us use this to connect more with the community. As such, for the next year, we will be aiming to have greater involvement with local events, and to bring our community in with our regular 'have-a-go' style community exhibitions, held during school holidays.

Outputs

Output	2024/25	2023/24	% Change
Visitors	8,833	8,698	+5%
Members	141	177	-17%
Exhibitions held	15	19	-21%
Art and shop sales (gross)	\$148,668.00	\$52,709.03	+182%
Workshops held	116	80	+45%
Newsletters sent	51	12	+325%
Social media followers	3,693	2,187	+69%

Additional Information

Visitation: Our Visitation to the Art Centre continues to increase, with a 5% increase recorded this year. In addition, we had our first month with over 1000 visitors recorded. This was in October 2024 when we held out Art Awards and we were a hub for the Manawatu Art Trail.

Membership: As expected, this year, our Membership has had a decrease since our increase of fees, which was approved at our 2023 AGM and put in place from the beginning of this last financial year. However, there doesn't seem to have been a decrease in members involvement. The Arts Collective and Members Awards' had close to the same amount of entries and our 'Have-a-go' groups are still growing in popularity. It seems that those signing up as members are those that have been, and continue to be, actively involved with the Art Centre.

Exhibitions: The number of exhibitions held this year is a little less than the previous year as we have had a few more dual zone exhibitions.

Art and Shop Sales: Sales have had a massive increase this year with the Manawatu Art EXPO Art Sales contributing to over \$100,000.00 of Sales. The increase from our Shop and Gallery Sales is nearly as much as last year's sales with EXPO combined.

This increase in sales may be a result of the marketing undertaken for our EXPO, Art Awards and events like the XMAS Art Sale.

Workshops: This year we continued to build on the number of Affordable Art Classes we run which has included an adult group. These classes have continued to grow in popularity and are often booked out. Our Artist-led workshops have continued to be minimal due to a lack of funding to support them, however we have had an increase in artist talks, demonstrations and workshops to complement what is on display in the gallery spaces.

Social media reach: Social media followers include our Facebook and Instagram followers. 481 followers on Instagram and 3212 followers on our Feilding Art Centre Page @FeildingArt.

Statement of Financial Performance

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

	NOTES	2025	2024
Revenue			
Donations, fundraising and other similar revenue	1	117,604	1,325,144
Fees, subscriptions and other revenue from members	1	7,130	10,347
Revenue from providing goods or services	1	23,987	19,252
Interest, dividends and other investment revenue	1	12,810	16,105
Total Revenue		161,530	1,370,848
Expenses			
Expenses related to public fundraising	2	37,255	21,565
Volunteer and employee related costs	2	77,892	78,991
Costs related to providing goods or services	2	52,525	66,613
Grants and donations made	2	15,360	1,003,814
Other expenses	2	6,860	6,558
Total Expenses		189,892	1,177,541
Net Surplus for the Year		(28,361)	193,307

This Performance Report has not been audited and should be read in conjunction with the Accounting Policies and notes to the financial statements.

Statement of Financial Position

The Feilding and District Art Society Incorporated
As at 31 March 2025

	NOTES	31 MAR 2025	31 MAR 2024
Assets			
Current Assets			
Bank accounts and cash	3	226,204	261,906
Sundry Debtors		2,232	1,223
GST Refund Due		2,383	1,966
Total Current Assets		230,818	265,095
Non-Current Assets			
Property, Plant and Equipment	4	342,356	347,722
Total Non-Current Assets		342,356	347,722
Total Assets		573,174	612,818
Liabilities			
Current Liabilities			
Creditors and accrued expenses	6	10,159	21,441
Total Current Liabilities		10,159	21,441
Total Liabilities		10,159	21,441
Total Assets less Total Liabilities (Net Assets)		563,015	591,376
Accumulated Funds			
Capital contributed by owners or members		-	-
Accumulated surpluses	7	563,015	591,376
Total Accumulated Funds		563,015	591,376

This performance report has been approved by the Committee for and on behalf of The Feilding and District Art Society Incorporated.

Signed by John Thorneycroft Date 8-8-2025

Position Chairman

This Performance Report has not been audited and should be read in conjunction with the Accounting Policies and notes to the financial statements.

Statement of Cash Flows

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

	2025	2024
Cash Flows from Operating Activities		
Cash Received		
Donations, fundraising and other similar receipts	112,594	1,329,744
Fees, subscriptions and other receipts from members	16,602	20,755
Receipts from providing goods or services	12,467	12,969
Interest, dividends and other investment receipts	916	16,105
Goods and services	5	-
Total Cash Received	142,595	1,379,572
Cash Applied		
Payments to suppliers and members	(172,830)	(165,188)
Donations or grants paid	(15,360)	(1,003,814)
GST	(1,023)	(1,698)
Total Cash Applied	(189,213)	(1,170,700)
Total Cash Flows from Operating Activities	(46,627)	208,873
Cash Flows from Investing and Financing Activities		
Cash was applied to:		
Payments to acquire property, plant and equipment	(966)	(4,764)
Total Cash Flows from Investing and Financing Activities	(966)	(4,764)
Net Increase/ (Decrease) in Cash	(47,593)	204,109
Cash Balances		
Cash and cash equivalents at beginning of period	261,906	57,797
Cash and cash equivalents at end of period	214,313	261,906
Net change in cash for period	(47,593)	204,109

This Performance Report has not been audited and should be read in conjunction with the Accounting Policies and notes to the financial statements.

Statement of Accounting Policies

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

Reporting Entity

These financials have been prepared for The Feilding and District Art Society Incorporated. The Feilding and District Art Society is incorporated under the Incorporated Societies Act 1908 and is a registered charity registered under the Charities Act 2005.

Basis of Preparation

The Feilding and District Art Society 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 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)

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

Income Tax

Feilding & District Art Society Inc 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.

Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, excluding goods and services tax rebates and discounts, to the extent it is probable that the economic benefits will flow to the entity 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.
Interest received is recognised as interest accrues, gross of refundable tax credits received.

Property, Plant and Equipment

Property, plant and equipment are stated at historical cost less any accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.
An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.
Upon derecognition, the asset revaluation reserve relating to the asset disposed shall be transferred to retained earnings.

Depreciation

Furniture and equipment	7.5-40%
Buildings	0-10%
Office equipment	33-50%

Buildings have not been depreciated in accordance with the PBE SFR - A Framework.

Audit

No audit of this report was performed this year.

Changes in Accounting Policies

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

Notes to the Performance Report

The Feilding and District Art Society Incorporated For the year ended 31 March 2025

	2025	2024
1. Revenue		
Donations, fundraising and other similar revenue		
Grants		
Grants	2,000	10,000
Central Energy Trust (Property, plant and equipment)	-	3,586
Creative Communities (Workshops)	11,992	6,690
Eastern & Central Community Trust (Workshops)	5,000	2,000
Lottery Community Grants (Operating costs)	-	8,000
Manawatu District Council	11,000	10,000
National Services Te Paerangi (Property, plant and equipment)	-	1,506
Pub Charity (Advertising)	1,108	-
Trillian Trust (Workshops)	8,800	10,819
TG MacArthy Trust (Insurance)	-	5,000
Total Grants	39,900	57,601
Calendar Sales	1,452	1,374
Donations/have a go	1,184	1,199,166
Expo	73,963	65,460
Raffle Sales	-	624
Sponsorship	1,104	918
Total Donations, fundraising and other similar revenue	117,604	1,325,144
Fees, subscriptions and other revenue from members		
Awards Entry Fees	1,904	4,030
Member Subscriptions	5,226	6,317
Total Fees, subscriptions and other revenue from members	7,130	10,347
Revenue from providing goods or services		
Fees - Classes and Workshops	6,252	7,113
Gallery and Room Hire	730	2,647
Commission	17,004	9,492
Total Revenue from providing goods or services	23,987	19,252
Interest, dividends and other investment revenue		
Interest Income	12,810	16,105
Total Interest, dividends and other investment revenue	12,810	16,105
Total Revenue	161,530	1,370,848

	2025	2024
2. Expenses		
Expenses related to public fundraising		
Art Expo	36,472	20,964
Calendar Printing	783	601
Total Expenses related to public fundraising	37,255	21,565
Volunteer and employee related costs		
Art Award	855	1,346
Art Award Prizes	5,217	5,304
Salary Costs	71,819	72,340
Total Volunteer and employee related costs	77,892	78,991
Costs related to providing goods or services		
ACC Levy	194	-
Accounting	2,981	3,198
Advertising	9,246	8,092
Bank Fees	1,454	21
Charities Commission Fee	44	44
Cleaning	1,252	2,457
Colouring Book Costs/Printing	890	-
Eftpos	885	981
Electricity	3,051	2,642
Building Compliance	2,802	369
General Expenses	2,652	3,946
Insurance	7,527	7,975
Materials Purchased	518	-
Member and Volunteer Expenses	685	-
Printing & Stationery	1,378	553
Rates	3,021	3,366
Repairs and Maintenance	1,300	7,316
Web Hosting/Software	33	560
Telephone and Internet	1,270	1,257
Workshops	11,341	23,836
Total Costs related to providing goods or services	52,525	66,613
Grants and donations made		
Creative Communities Spending	15,360	3,814
Donation - Feilding and District Art Society Charitable Trust	-	1,000,000
Total Grants and donations made	15,360	1,003,814
Other expenses		
Depreciation	6,333	6,558
Interest Expense	85	-

Tax Penalties	443	-
Total Other expenses	6,860	6,558
Total Expenses	189,892	1,177,541
	2025	2024

3. Bank accounts and cash

ANZ 01 Expo Account	1,477	970
ANZ 00 Select Account	5,779	34,693
ANZ 03 Business Premium Call	218,562	25,898
ANZ Term Deposit	-	200,000
Cash on Hand	48	48
Go Account	338	297
Total Bank accounts and cash	226,204	261,906

4. Property, Plant and Equipment

This Year							
Asset Class	Opening Carrying Amount	Purchases	Revaluations	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount	
Land	86,400					86,400	
Buildings	234,521				596	233,925	
Furniture and equipment	26,801				4,771	22,030	
Office equipment	0	966			966	0	
Total	347,722	966		0	6,333	342,356	
Last Year							
Asset Class	Opening Carrying Amount	Purchases	Revaluations	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount	
Land	86,400					86,400	
Buildings	250,082				662	249,420	
Furniture and equipment	15,397	2,400			5,895	11,902	
Office equipment	1				1	0	
Total	351,880	2,400		0	6,558	347,722	

5. Valuations

Property	Current Valuation	Date	Valuer
104 Manchester Street, Feilding	\$630,000	1/8/2022	QV

2025 2024

6. Creditors and Accrued Expenses

Accounts Payable	9,581	15,107
Income received in advance	478	6,234
Gift Card Payable	100	100
Total Creditors and Accrued Expenses	10,159	21,441

2025 2024

7. Accumulated Funds

Opening Balance	591,376	398,070
Current Year Earnings	(28,361)	193,307
Total Accumulated Funds	563,015	591,376

8. Commitments

There are no commitments at balance date (Last year - nil).

9. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees at balance date (Last year - nil).

10. Related Parties

There are no transactions with related parties.

11. Ability to Continue Operating

The Society will continue to operate for the foreseeable future.