

**Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023**

Performance Report



TOI TANGATA®

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Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

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Entity Information

Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

Legal Name of Entity

Te Hotu Manawa Māori Charitable Trust (Trust)

Entity Type and Legal Basis

Registered Charity

Registration Number

CC34906

Entity's Purpose or Mission

To support whānau and communities to strengthen their capacities and connectedness with knowledge and skills to improve wellbeing.

Entity Structure

Board Members

Jacob Tapiata (Chairperson 05/02/2021)

Lewin Husband (Appointed 28/11/2017)

Isaac Warbrick (Appointed 14/07/2020)

Pania Newton (Appointed 28/11/2017)

Leonie Matoe (Appointed 23/11/2021)

Main Sources of Entity's Cash and Resources

The Trust has various contracts with the Ministry of Health and other Government agencies.

Main Methods Used by Entity to Raise Funds

The Trust mainly sources funds through Contracts and Grant applications made to different agencies communities & Trusts.

Entity's Reliance on Volunteers and Donated Goods or Services

The Board of Trustees receive a fee for their time to provide governance for the Trust.

Additional Information

Services include training and workforce development, research and policy advice, co-design approaches to nutrition and physical activity, strategic leadership and advice, community education, communication tools and resources, and social marketing.

Physical Address

9 Kamia Street, Ellerslie, Auckland 1051

Postal Address

PO Box 84354, Westgate, Auckland, New Zealand 0814

Approval of Performance Report

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

The Board of Trustees are pleased to present the approved performance report including the historical performance report of Te Hotu Manawa Māori Charitable Trust for year ended 30 June 2023.

APPROVED

Jacob Tapiata

Chairperson

Date *Jacob Tapiata* 22/11/2023

Pania Newton

Trustee & Finance, Audit & Risk Committee Chairperson

Date *P Newton* 22/11/23

Statement of Service Performance

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

Description of Entity's Outcomes

The Trust's ultimate strategy is for our whānau to be healthy, active and able to achieve their full potential.

We do this by:

Providing a range of innovative Māori centred nutrition and physical activity training and professional development opportunities to a range of audiences and settings;

Developing and providing a range of communication platforms and innovative tools and resources that support wellbeing messages and information;

Leading and facilitating active spaces of influence which enable creative solutions to improve nutrition and activity wellbeing;

Establishing new and build on existing collaboration with a range of national, international and regional organisations/groups to support, influence and enable positive wellbeing outcomes for whānau;

Strengthening our internal systems and effectiveness, grow new products and services as we increase our ability for future sustainability

Description and Quantification of the Entity's Outputs

Strategic Outputs	2023	2022
Foster new relationships of strategic value	16	8
Stakeholder hui (held)	11	2
Regional presence (satellite offices)	4	6
Programmes delivered to communities	9	10
Growing the puna internships	3	4
Research partnerships	4	1

Statement of Financial Performance

Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

	Notes	2023	2022
Revenue			
Donations, fundraising and other similar revenue	1	-	8,000
Revenue from providing goods or services	1	1,340,050	957,213
Interest, dividends and other investment revenue	1	11,800	1,799
Other revenue	1	184,620	-
Total Revenue		1,536,470	967,012
Expenses			
Volunteer and employee related costs	2	1,001,213	653,884
Costs related to providing goods or service	2	240,072	276,501
Grants and donations made	2	6,843	21,352
Other expenses	2	24,942	24,295
Total Expenses		1,273,070	976,032
Surplus for the Year		263,400	(9,020)

These statements should be read in conjunction with the Notes to the Performance Report and the attached Independent Auditor's Report.

Statement of Financial Position

Te Hotu Manawa Māori Charitable Trust
As at 30 June 2023

	Notes	30 Jun 2023	30 Jun 2022
Assets			
Current Assets			
Bank accounts and cash	3	670,811	525,688
Short term investments	3	267,746	259,989
Debtors and prepayments	3	285,308	213,813
Other current assets	3	0	0
Total Current Assets		1,223,865	999,490
Non-Current Assets			
Property, Plant and Equipment	5	33,090	14,138
Total Non-Current Assets		33,090	14,138
Total Assets		1,256,955	1,013,628
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	34,828	86,442
Employee costs payable	4	59,444	38,423
Goods and services tax		11,553	24,225
Unused donations and grants with conditions	4	400,670	377,478
Total Current Liabilities		506,495	526,568
Total Liabilities		506,495	526,568
Total Assets less Total Liabilities (Net Assets)		750,460	487,060
Accumulated Funds			
Accumulated surpluses	6	750,460	487,060
Total Accumulated Funds		750,460	487,060

These statements should be read in conjunction with the Notes to the Performance Report and the attached Independent Auditor's Report.

Statement of Cash Flows

Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

	2023	2022
Operating Activities		
Receipts from providing goods or services	1,843,937	1,238,767
Payments to suppliers and employees	(1,500,365)	(1,162,105)
Cash receipts from other operating activities	(138,894)	(105,569)
Net Cash Flows from Operating Activities	204,678	(28,907)
Investing Activities		
Proceeds from sale of property, plant and equipment	(27,970)	(3,218)
Other cash items from investing activities	(84,316)	115,981
Net Cash Flows from Investing Activities	(112,286)	112,744
Financing Activities		
Other cash items from financing activities	60,488	41,668
Net Cash Flows from Financing Activities	60,488	41,668
Net Cashflows	152,880	125,505
Bank Accounts and Cash		
Cash and cash equivalents at beginning of period	785,677	660,172
Net change in cash for period	152,880	125,505
Cash and cash equivalents at end of period	938,557	785,677
Consisting of:		
BNZ 00	619,474	475,097
BNZ 025	51,337	50,591
BNZ Term Deposits	267,746	259,989
Cash and cash equivalent at end of period	938,557	785,677

These statements should be read in conjunction with the Notes to the Performance Report and the attached Independent Auditor's Report.

Statement of Accounting Policies

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

Basis of Preparation

The Trust 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 Trust 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

The Trust is a registered Charity (CC34906) under the Charities Act 2005 and is therefore exempt from Income Tax.

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.

Accounts Receivable

Accounts receivable are recorded at net realisable value after writing off all amounts considered to be irrecoverable.

Property, Plant and Equipment

Property, plant and equipment consist of the following asset classes: Office Equipment, Computer Software and Computer and Electrical.

(a) Measurement

All items of property, plant and equipment are initially recognised at acquisition cost, including any costs directly attributable to bringing the assets to the location and condition necessary for it to be capable of operating in the manner intended by the Trust's management and subsequently carried at cost less accumulated depreciation.

(b) Depreciation

Office Equipment: 20% SL

Computer Software: 33% DV

Computer and Electrical: 20% - 33% DV

Material residual value estimates and estimates of useful life are updated as required, but at least annually.

Gains or loss arising on disposal of property, plant and equipment are determined as the difference between the disposal proceed and the carrying amount of the assets and are recognised in profit and loss within other income or other expenses.

All property, plant and equipment are recorded at cost less accumulated depreciation and impairment losses. While every care is taken to determine the useful life of an asset, these are fair and reasonable estimations. Any future changes to the asset which was not foreseeable will be accounted for in the period of impairment.

Statement of Accounting Policies (continued)

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

Creditors and accrued expenses

Creditors and accrued expenses represent liabilities for goods and services provided to the organisation prior to the end of the financial year which are unpaid. Creditors are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 12 months of recognition.

Employee benefits

Short term employee benefits are benefits, other than termination benefits, that are expected to be settled wholly within 12 months after the end of the reporting period in which the employees render the related service. Examples of such benefits include wages and salaries and non-monetary benefits. Short term employee benefits are measured at the undiscounted amounts expected to be paid when these liabilities are settled.

Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Trust and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

Donations

Donations are recognised as revenue upon receipt and include donations from the general public, donations received for specific programme. Donated goods or services (other than donated assets) are not recognised. When significant donated assets are received with useful lives of 12 months or more, and the fair value of the asset is readily obtainable, the donation is recorded at a value of the asset obtained. Where the fair value of the asset is not readily obtainable, the donation is not recorded. Donated assets with useful lives less than 12 months are not recorded.

Grant revenue

Grant revenue includes grants given by other charitable organisations, philanthropic organisations and business. Grant revenue is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the amount is received. When grant received includes a use or return condition, it is initially recorded as a liability on receipt. The income is then subsequently recognised within the statement of financial performance as the performance conditions are met.

Revenue from providing goods or services

Revenue from providing goods or services is recognised when the significant risks and rewards of ownership have been transferred to the buyer on delivery of the goods or services and when the amount of revenue can be measured reliably, and it is probable that the economic benefits or service potential associated with the transaction will flow to the Trust.

Expenses

Expenses are recorded in statement of financial performance upon utilisation of the service or at the date of the origin.

Significant management judgement in applying accounting policies and estimation uncertainty

When preparing the performance report, management undertakes a number of judgements, estimates and assumptions about the recognition and measurement of assets, liabilities, revenue and expenses.

Property, Plant and Equipment

While every care is taken to determine the useful life of an asset, these are fair and reasonable estimations. Any future changes to the asset which was not foreseeable will be accounted for in the period of impairment.

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

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

	2023	2022
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Sponsorship Received	-	8,000
Total Donations, fundraising and other similar revenue	-	8,000
Revenue from providing goods or services		
Contract Fees	1,328,376	937,399
Registration National Hui	11,674	19,814
Total Revenue from providing goods or services	1,340,050	957,213
Interest, dividends and other investment revenue		
Interest Income	11,800	1,799
Total Interest, dividends and other investment revenue	11,800	1,799
Other revenue		
Other Revenue	184,620	-
Total Other revenue	184,620	-
	2023	2022
2. Analysis of Expenses		
Volunteer and employee related costs		
ACC levies	1,312	1,691
Board Expenses	20,018	16,720
KiwiSaver Employer Contributions	16,369	11,888
Recruitment Costs	765	-
Staff Benefits & Allowances	5,624	-
Salaries	540,503	468,316
Contractors	416,622	155,269
Total Volunteer and employee related costs	1,001,213	653,884
Costs related to providing goods or services		
Assets under \$500	1,678	-
Bank Fees	1,431	1,448
Catering	1,137	2,177
Communications & Branding	1,820	4,713
Computer Expenses	964	754
Consulting & Accounting	13,566	29,546
Evaluation Research	9,500	3,500
Freight & Courier	3,365	4,266
General Expenses	1,081	1,656
Growing the Puna	15,000	20,000
Hui Costs	26,396	17,319
Insurance	3,373	2,743
Networking & Relationships	3,397	-
Office Expenses	794	685
Other Project Costs	2,578	46,487
Photocopier - Charges	-	317
Photocopier - Lease	98	1,078

Notes to the Performance Report (continued)

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

	2023	2022
2. Analysis of Expenses (continued)		
Rent	-	36,227
Repairs & Maintenance	1,573	-
Resources	46,303	48,158
Staff Professional Development	5,711	7,792
Subscriptions	16,057	9,709
Team Building Strategy & Planning	27,167	7,314
Telephone & Internet	9,923	5,031
Travel & Accommodation	46,510	25,581
Venue Hire	650	-
Total Costs related to providing goods or services	240,072	276,501
Grants and donations made		
Koha/Gifts	6,843	21,352
Total Grants and donations made	6,843	21,352
Other expenses		
Audit Fees	9,900	13,000
Depreciation	9,017	7,469
Loss on disposal of assets	-	3,826
Legal expenses	6,025	-
Total Other expenses	24,942	24,295
	2023	2022
3. Analysis of Assets		
Bank accounts and cash		
BNZ 00	619,474	475,097
BNZ 025	51,337	50,591
Total Bank Accounts and Cash	670,811	525,688
Debtors and prepayments		
Accounts Receivable	261,307	212,441
Prepayments	24,001	1,372
Total Debtors and prepayments	285,308	213,813
Other current assets		
Interest Receivable	-	-
Total Other current assets	0	0
Short term investments		
BNZ Term Deposits	267,746	259,989
Total Short term investments	267,746	259,989

Notes to the Performance Report (continued)

Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

	2023	2022
4. Analysis of Liabilities		
Creditors and accrued expenses		
Accounts Payable	18,893	60,487
PAYE Payable	-	6,332
Sundry Creditors & Accruals	15,935	19,623
Total Creditors and accrued expenses	34,828	86,442
Employee costs payable		
Employee costs payable	59,444	38,423
Total Employee costs payable	59,444	38,423
Unused donations and grants with conditions		
Income in Advance	400,670	377,478
Total Unused donations and grants with conditions	400,670	377,478

5. Property, Plant and Equipment

For the year ended 30 June 2023

Asset Class	Opening Carrying Value	Additions	Sales / Disposals	Current year depreciation and impairment	Closing Carrying Value
Computer and Electrical	10,015	27,970	-	8,094	29,890
Office Equipment	4,123	-	-	923	3,200
Total	14,138	27,970	-	9,017	33,090

Asset Class	Cost or Valuation	Accumulated Depreciation	Closing Carrying Value
Computer and Electrical	46,750	(16,860)	29,890
Office Equipment	6,061	(2,861)	3,200
Total	58,994	(19,721)	33,090

Notes to the Performance Report (continued)

Te Hotu Manawa Māori Charitable Trust

For the year ended 30 June 2023

5. Property, Plant and Equipment (continued)

For the year ended 30 June 2022

Asset Class	Opening Carrying Value	Additions	Sales / Disposals	Current year depreciation and impairment	Closing Carrying Value
Computer and Electrical	18,851	0	2,661	6,175	10,015
Computer Software	355	0	244	111	-
Office Equipment	3,130	3,217	1,041	1,183	4,123
Total	22,336	3,217	3,946	7,469	14,138

Asset Class	Cost or Valuation	Accumulated Depreciation	Closing Carrying Value
Computer and Electrical	18,497	(8,482)	10,015
Computer Software	6,183	(6,183)	-
Office Equipment	6,061	(1,938)	4,123
Total	30,741	(16,603)	14,138

	2023	2022
6. Accumulated Funds		
Opening Balance	487,060	496,080
Accumulated surpluses	263,400	(9,020)
Total Accumulated Funds	750,460	487,060

7. Commitments

There are no commitments as at 30 June 2023 (Last year - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2023 (Last Year - nil).

Notes to the Performance Report (continued)

Te Hotu Manawa Māori Charitable Trust
For the year ended 30 June 2023

9. Ability to Continue Operating

The Trust will continue to operate for the foreseeable future. The Board of Trustees and management of the Trust consider the forecasted revenue and expenditure will ensure the Trust will be able to continue operating within 12 months from balance date.

10. Related Party Transactions

Party	Relationship	Nature of Transaction	2023	2022
Lewin Husband	Board of Trustee	Board Fees	\$4,260	\$2,000
Pania Newton	Board of Trustee	Board Fees	\$4,620	\$2,000
Leone Matoe	Board of Trustee	Board Fees	\$4,685	\$3,200
Whar Kiko Consultancy Limited	Jacob Tapiata (BOT) is associated to Whar Kiko consultancy Limited	Board Fees	\$3,723	\$4,800
Whanau Fit Ltd	Isaac Warbrick is associated to Whanau Fit Ltd	Board Fees	\$2,730	\$3,000

11. Prior Period Adjustments - Surplus Funds Unspent in Prior Periods

It came to the attention of the trust that the income in advance (unused donations and grants with conditions) was understated by \$88,845 in the prior year. The amount was adjusted against revenue and income in advance resulting in the surplus of \$79,824 being restated to \$9,020 (deficit). This amount was recognised as income in the 2023 financial year.

12. Going Concern

The board of trustees and the management have taken the following factors into consideration when concluding it is appropriate to continue to use the going concern assumption in preparing these performance report, and concluding that no impairment of assets is required:

- a significant portion of the Trust's revenue comes from the recurring funding from the Ministry of Health. The Trust has secured funding with the Ministry for the 2024 & 2025 financial years,
- the Trust has significant amount of goodwill with its members who have supported the organization both financially and non-financially for many years and on whom Trust can rely on in times of crisis,
- the Trust 2024 budget has been prepared on a conservative basis, and staff have flexibility in working remotely, and
- the Trust has good cash reserves and holds no bank debts.

**INDEPENDENT AUDITOR'S REPORT
TO THE BOARD OF TRUSTEES OF TE HOTU MANAWA MĀORI CHARITABLE TRUST**

Report on the Performance Report

Opinion

We have audited the performance report of Te Hotu Manawa Māori Charitable Trust ("the Trust") on pages 3 to 15, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2023, the statement of financial position as at 30 June 2023, the statement of accounting policies and notes to the performance report.

In our opinion:

- (a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- (b) the performance report on pages 3 to 15 presents fairly, in all material respects,
 - the financial position of the Trust as at 30 June 2023 and of its financial performance and cash flows;
 - the entity information; and
 - the service performance

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

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report, and the audit of the entity information and statement of service performance in accordance with International Standards on Auditing (New Zealand in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of the Trust in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than in our capacity as auditor we have no relationship with, or interests in, the Trust.

Board of Trustees' Responsibility for the Performance Report

The Board of Trustees are responsible for:

- a. identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b. the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance reportin accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- c. for such internal control as the Board of Trustees determines is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board of Trustees is responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board of Trustees either intends to liquidate the Trust or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

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

A further description of the auditor's responsibilities for the audit of the consolidated financial statements is located at the XRB's website at <https://www.xrb.govt.nz/standards/assurance-standards/auditors-responsibilities/audit-report-17/>

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

Restriction on Responsibility

This report is made solely to the Board of Trustees in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Board of Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trust and its Board Members, as a body, for our audit work, for this report, or for the opinion we have formed.

UHY Haines Norton (Auckland) Limited
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UHY Haines Norton (Auckland) Limited
Chartered Accountants
Auckland

22 November 2023
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Date