



**Volunteering
Hawkes Bay**

VALUED. SUPPORTED. CONNECTED.

Performance Report

Volunteering Hawkes Bay
For the year ended 30 June 2022



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Chair Report

30th June 2022

"Adversity has the effect of eliciting talents, which in prosperous circumstances would have lain dormant"

Horace, Roman Poet, 65 – 27 BC

This year's Annual Report reflects very clearly what a milestone year it was for Volunteering Hawke's Bay in its growth and development.

The Report illustrates the impact of COVID on the volunteer sector and how volunteering, in general, has had to change to meet the straitened needs of our community.

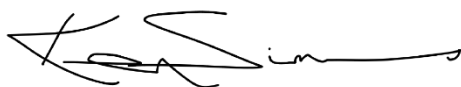
The world changed and with it came, for us, a need to have a heightened and more focused approach to best deliver our services to our already over-stretched community stakeholders.

This was achieved through recognising opportunities and doing things differently; and greater collaboration and communication with the Government agencies, funders and stakeholders who support our community.

Financially and operationally, we are now a much stronger and more resilient organisation, able to better withstand the continuing adverse conditions ominously present.

That speaks volumes for the passion, commitment and communication our manager has brought to the role in the past year. My thanks go to Leanne, and her team of volunteers, our contractors; and our board members for the effort and commitment that has resulted in this year's positive report.

Grateful thanks also to our funders who have helped provide us with the financial resilience and support required to achieve this year's result.



Ken Simons

Chair (acting)

Entity Information

Volunteering Hawkes Bay

For the year ended 30 June 2022

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

Legal Name of Entity

Volunteering Hawkes Bay

Entity Type and Legal Basis

Registered Charity; Charitable Trust

Registration Numbers

Charitable Trust 534966

Charities Services Registration Number CC33912

Entity's Purpose and Mission

Mission: Valued. Supported. Connected

Volunteering Hawkes Bay is an independent non-profit organisation that provides a service to all sectors in the community whose prime focus is with volunteers.

Referral Service

- Value volunteers with recognition for their efforts to their causes. Provide information on their rights, responsibilities, and expectations when volunteering.
- Support community organisations to engage volunteers and provide the necessary training, support and resources to do so.
- Connect businesses, schools to engage in volunteer opportunities that benefit the community. Work collaboratively to connect volunteers to their best match for volunteering based on their interests and employment status. Find opportunities for students and those with disabilities or special needs, in a non-judgmental way.

Training

- Volunteer management.
- External resources from Exult, Inspiring Communities, workshops and shared webinars.

Mentoring Support

We have a wide range of expertise available from various professionals to support our members in governance, management and volunteer management matters.

Advice & Information

Provide information about volunteer management, recruitment, rights and responsibilities, code of practice as found on our website <https://volunteeringhb.org.nz/>

Promote Volunteering

Looking out for trends, new legislation, and connecting with the community on social media. Network with key agencies and stakeholders, funders, councils, and other government agencies such as DHB, MSD and Civil Defence.

Celebrate Volunteering

Coordinate events to acknowledge and celebrate the importance of volunteers and volunteering, specifically during National Volunteer Week by hosting the Hawke's Bay Volunteer Excellence Awards, International Volunteer Day and International Managers Day. Other promotional dates to remember are micro-volunteering Day and Student Volunteer Week.

Telling the stories of our volunteers in social media and the newspaper also gains a momentum of volunteer awareness.

Networking

Volunteering happens everywhere. We have extensive networks of organisations and stakeholders to create great connections within the sector.

Entity Structure

Governance: Consists of Chairperson, Secretary, Treasurer and up to 4 Board Members. The board appoints the manager.

Management: 1 full-time Manager. Volunteers are recruited for projects. Volunteering Hawkes Bay is a member of Volunteering NZ.

Main Sources of Entity's Cash and Resources

Volunteering Hawkes Bay relies on grants from government and philanthropic trusts to support Volunteering Hawkes Bay's operation, wages and core services' projects and programmes.

Main Methods Used by Entity to Raise Funds

Volunteering Hawkes Bay sources funding by applying to relevant funding agencies. Income is also generated by charging for training modules and events.

Entity's Reliance on Volunteers and Donated Goods or Services

Volunteering Hawkes Bay recruit's volunteers for designated projects, i.e. volunteering and older people, Volunteer Excellence Awards event.

Additional Information

Manager: Leanne Collins

Email: manager@volunteeringhb.org.nz

Website: www.volunteeringhb.org.nz

Phone: 06 391 5476 / 022 503 9271

Facebook: www.facebook.com/volunteeringhb.org.nz

Physical Address

Volunteering Hawkes Bay, 200 Market Street North, Hastings, New Zealand, 4122.(The Hive)

Postal Address

Volunteering Hawkes Bay, 200 Market Street North, Hastings, New Zealand, 4122. (The Hive)

Statement of Service Performance

Volunteering Hawkes Bay

For the year ended 30 June 2022

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

Impact of Covid 19 since July 2020

Covid 19 in 2020 had a major impact on our statistics as events and volunteering as we know it came to a halt. Supporting our members via email, phone and zoom meetings as support were all we could provide for a few months. Working from home became the new way to work and our involvement with Civil Defence provided us with a new category to add to our roles. 150 Volunteers were sought at the Civil Defences' request to be able to assist in the community with food deliveries, meals on wheels and other assigned help. An additional 20 trainee nurses and their staff were assigned to DHB to assist with roles in the hospital, doctor's surgeries, and on-the-ground testing stations. Unfortunately, nearly all the volunteers we could provide were not required due to City Council staff managing the load.

Later in the year, Civil Defence apologised and asked to develop a memorandum of understanding with them for any future emergency, including earthquakes, floods, tsunamis and pandemics such as Covid.

Volunteering NZ reached out to our national Managers as support and met every week to ensure everyone was ok and that similar requests from Civil Defence were in alignment with others. These meetings continue fortnightly to this day and have been the best sharing of resources, support, friendships and developing of ideas for our future.

Delta variant exposed in Auckland meant a direct response in Alert 4, and a further 85 volunteers were on standby should they be needed in Hawkes' Bay. Civil Defence sees our role as coordinating volunteers for the not-for-profit organisations and are impressed with the new database that we moved to in January.

Although it has been business as usual but not usual, it is now our "new norm". We did not have to use the wages subsidy due to safe and secure existing funding. An opportunity through Department of Internal Affairs Covid 19 Fund allowed us to source a contractor for our Social-Media, marketing and promotional work.

Description of Entity's Outcomes

- Connected volunteers with community organisations.
- Sourced and supported community organisations to engage volunteers.
- Connected with managers and coordinators at monthly meetings with guest speakers.
- Celebrated volunteers and managers of volunteers.
- Increased the number of community stakeholders.

Description and Quantification of the Entity's Outputs

1. Connected volunteers with community organisations

Volunteers come to VHB mostly online to register their interest in the variety of volunteer opportunities offered in the categories of health, arts, social services, education, recreation, and environment, etc. (42 categories on our Next Solutions database) Now Connect database has 30.

Due to changing over databases we can only provide accurate statistics since January 2021. The database chosen is the database used by other Volunteer Centres to allow for measuring nationally. Since January 2021 all data is accurate and measurable. Our organisation and volunteer information is incomplete and missing 6 months of data.

Highest matched referrals made to organisations	2022 from our new Connect database	Highest matched referrals made to organisations Jan – June 2021	2021 from our new Connect database Jan-June 2021
Volunteering Hawkes Bay Emergency	75	Age Concern Napier/HB	35
Age Concern Napier/HB	43	Red Cross	19
HB Knowledge Bank	36	Volunteering Hawkes Bay	16
Red Cross	31	Dress for Success	13
Dress for Success and FENZ	27	Forest and Bird	11
CAB Napier, Creative Arts Napier and Forest and Bird	24	Environment Centre	11
Samaritans	23	HB Knowledge Bank	10
Volunteering Hawkes Bay	22	Samaritans	10
Te Whakaritorito	21	Dementia HB	10
Star Jam	20	Citizens Advice Napier	9
		Cranford Hospice	9
		VHB (Covid)	6
		Art Deco	6
		Star Jam	6

Referrals Statistics	Current year 2022	Last year 2021
Referrals	744	340
Organisations	102	183
New Members- Businesses	34	23

Top 10 Categories	Current year 2022	Top 10 Categories	Jan-Jun 2021
Social Support	44	Social Support	29
Health	30	Conservation	25
Retail	19	Committee and Board	25
Information	17	Emergency Service	23
Older Persons	17	Youth and Children	21
Sports	16	Retail	18
Art and Heritage	15	Mentoring	15
Disability	14	Practical Help	14
Environment	12	Compassion	14
Emergency	11	Animal Care	11

2. Supported community organisations to engage volunteers

- Worked with Hastings Girls High and Taradale High careers and outreach groups by providing information, power point and discussions around volunteering.
- Attended EIT open Days to promote volunteering. Have increased the classes to work with including the migrant students seeking volunteering before acquiring their work permits.
- Liaised with organisations to ascertain volunteering needs, updated job opportunities and created partnerships with employment and disability groups such a Habit, Work-bridge, First Choice Employment and Ignite Youth Employment.
- Referred volunteers to member organisations. From July 1st, 2020, we had the database Next Solutions, although the information was able to be sourced it was not entirely user friendly nor accurate at times. The process to register a volunteer was complex and not user friendly. It was decided to look at the database Connect that 6 other volunteer centres in New Zealand were currently using. The cost benefits were wonderful and the plans to transition over were set for the end of the year.
- Provided information, events, training and resource, webinars on our website, face book, newsletters and emails.
- Provided webinars for short courses for community organisations on our website and face book. This sharing of resources is proving positive.
- Our Building Bridges Conference that was so successful in 2019 had been cancelled, re-scheduled and cancelled again due to Covid 19.

Celebrate volunteers and managers of volunteers

A successful Volunteer Excellence Awards was held in June with 36 nominees for 4 Awards.

Categories were Individual, Team and Governance, and Youth volunteers were able to attend free of charge. Napier City Council and Hastings District Masonic Trust sponsored our lunchtime with Mayor Sandra Hazelhurst attending. Department of Internal Affairs had Norman Apirana attend as the rest of this funded event was paid for by our Support for Volunteering Fund.

National Volunteer Week, International Volunteer Day and International Managers Day were all recognised in social media, library displays and within individual organisations.

Additional Output Measures

Top Three Highlights

1. Receiving sustainable funding for our day-to-day operational costs and resources for our emergency requirements to provide HBCDEM volunteers in a crisis or disaster in Hawke's Bay.
2. Having the capacity and resources to expand our services and recruit 7 volunteers to maintain the database, website and interaction with organisations' and volunteers.
3. Receiving a one off Covid Funding grant to contract a specialist social media person to tell our stories, develop our resources, and maintain our social media Facebook, Linked In and Instagram.

Other Highlights

A change in Board Members has added a more positive, fun and empathetic approach to the development of our strategic goals and upholding our values. The support at events, sharing of ideas and support towards the Manager, ensures a team environment of many professional skills and attributes.

We have gone from 2000 followers to 47,000 and our branding is of a professional and consistent standard.

Positive Trends

Covid still had an impact on some of our organisations but others grew and developed alternative ways to functioning. There has been a lot of collaboration in Hawkes Bay with Councils, Businesses and not for profit organisations. Businesses have expressed their desires to assist and help organisations in the near future. Emergency volunteers were sought and included as contacts in our database for emergencies.

Schools that have a lot of encouragement from their staff are happy to support the students at events and other opportunities in the community.

Negative Trends

Some of our older folks are not wishing to participate in volunteering as often as they used to or at all. Some are still frightened to venture out; others are tired and are choosing personal activities to do such as bowls and music and travelling. This has caused a change for the retail fundraising shops (op shops). A few have closed altogether in Hawke's Bay and as it is some organisation's main source of income I can see further stores doing the same.

Establishing relationships with students is still a harder task to achieve. Short term projects and team projects are preferred more.

Issues & Possible Solutions

The fact we have a professional social media person in our team has revealed areas we can change and adapt and improve for the future. A Volunteer Management system, more visual concepts on our website and easier processes are being researched and considered and may result in change in the New Year.

Our change to Outlook, Microsoft 365 tools that are free for not for profits and finding the best fit for purpose is underway.

Positive Covid-19 Impacts

It is sad to say that Covid worked positively for Volunteering Hawkes Bay and allowed us to collaborate with many communities' initiatives including the Community Connectors and DHB. Emergency Volunteers were recruited and deployed to many different operations in the Hawke's Bay. Those relationships highlighted the need to work together as a community.

Funding from MSD was offered for Emergency PPE gear for the future. HBCDEM saw the need to utilise volunteers as required. Although events and opportunities to volunteer decreased, new initiatives formed requiring our community to participate. Our emergency initiative allowed us to grow and expand our services and maintain volunteers for the like of Red Cross Meals on Wheels, and Age Concern.

Promoting volunteering

- Our website
- Instagram, Facebook and LinkedIn.
- Articles in the local Hawkes Bay newspapers.
- Expo events.
- Permanent advert in the local paper.
- Community events on the radio.
- Radio Kidnappers (now Radio HB) "Volunteering Matters" section
- Speaking at events, – schools, Lions groups, network meetings.
- Safer Hastings and Napier Coalitions.

Being part of the Safer Hastings, Safer Napier and Central HB Coalitions has been instrumental in supporting other networks and receiving referrals.

Support for non-profit organisations

- Because our community works closely, we often have informal events to either celebrate or network together at our premises.
- Meeting new organisations and on boarding them.
- Assisting with any database issues through our volunteers.
- Celebrating and acknowledging National Volunteer Week, International Volunteer Managers Day and International Volunteer Day, Student Volunteer Week and Micro-volunteering Week
- Five at the Hive, this started at our premises in our cafe, a hub like environment and has been very well received that we try to meet every couple of months. The networking that goes on is incredible and many Managers work alone so having their own venue to have a catch up after work on a Friday has been successful.
- Being available for Managers/coordinators at a personal, safe and confidential level is also important and requires listening and problem solving.
- Each year Volunteering Hawkes Bay acknowledges organisations and their volunteers at our Excellence Awards. This event allows us to recognise the Hawke's Bay people that give their time and energy to their chosen causes. An MC, the Mayor and other distinguished guests also pay tribute to this occasion. This has always been in a celebration focus and enjoyed by the attendees.

Website Statistics

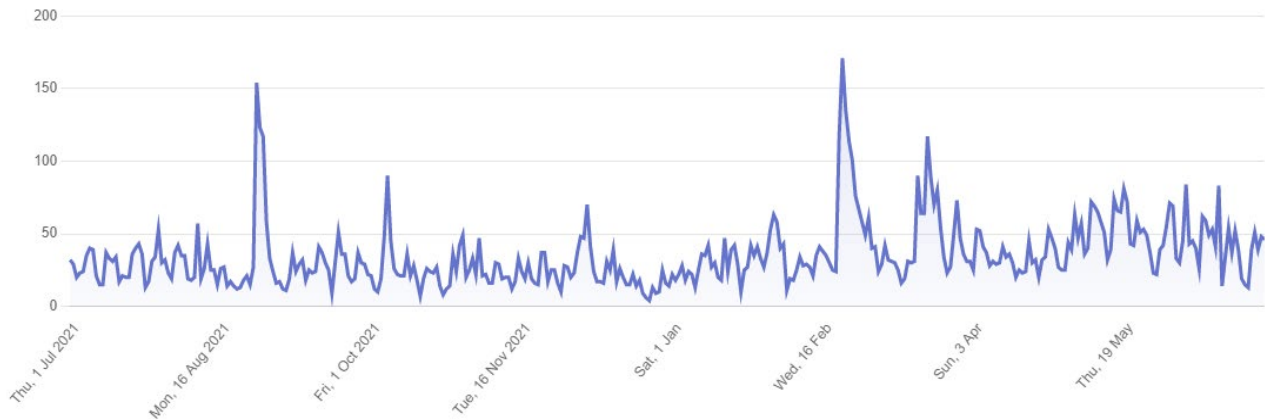
1 July 2021 - 30 June 2022

UNIQUE VISITORS

12.4k ↑ 391%

TOTAL PAGEVIEWS

78.6k ↑ 241%



Top Pages

Page url	Visitors	Pageviews
/roles	4.9k	45.4k
/	4.8k	6.4k

Top Sources

Source	Visitors
Google	5.6k
Facebook	2.6k
Bing	249
DuckDuckGo	78
newzealandnow.govt.nz	42
Yahoo!	35
LinkedIn	17
app.schoology.com	17
volunteeringnz.org.nz	14

All Campaigns

Entry Pages

Top Pages [Entry Pages](#) [Exit Pages](#)

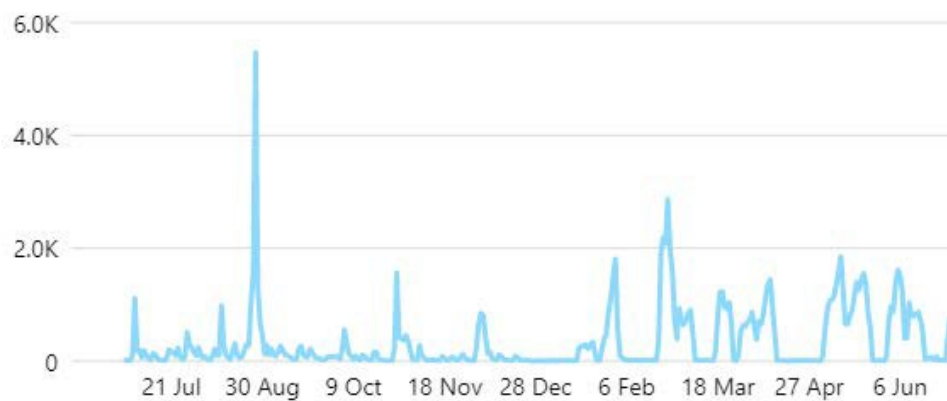
Entry page	Unique Entrances
/	4.6k
/roles	1.8k
/roles/423/covid-screening-assistance-for-health-practices-urgent	497
/members/1149-resource-hawkes-bay	312
/roles/424/15-minutes-to-wait-after-a-vaccination-urgent	278
/volunteers/emergency-volunteering	239
/roles/169/emergency-volunteers	233
/awards	182
/roles/446/are-you-into-boardgames-well-how-about-futureop...	127

Social Media Statistics

1 July 2021 - 30 June 2022

Facebook Page reach ⓘ

33,644 ↑ 274.4%



Top towns/cities

Napier, New Zealand

33.7%

Hastings, New Zealand

20.5%

Havelock North, New Zealand

6.2%











Central Hawke's Bay, New Zealand

1.8%

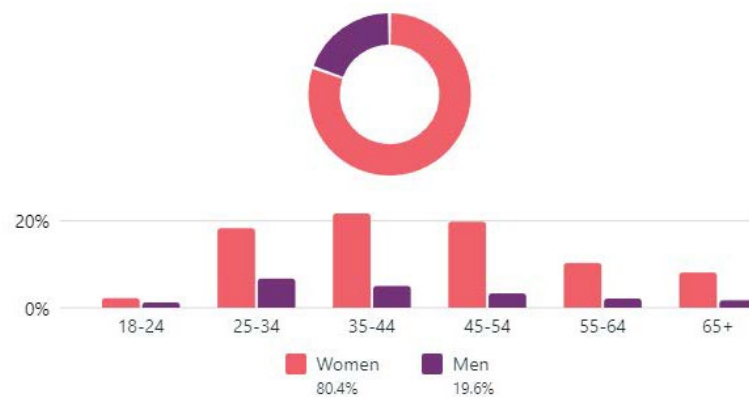
Waipukurau, New Zealand

1.3%

Top Posts

Recent content ↑↓	Type	Reach ↑ ↓	Likes and reactio... ↑ ↓	Link clicks ↑ ↓	Comments ↑ ↓	Shares ↑ ↓
 Are you able to help? We have had... 26 Aug 2021	Post	9,301	75	218	41	
 We have had a couple of URGENT r... 20 February 19:07	Post	7,956	43	448	18	
 The last couple of years has severel... 3 May 20:56	Post	5,233	7	155	0	
 Our local health practices are super... 17 March 19:04	Post	5,026	43	252	7	
 It can be difficult to know which ca... 17 May 19:45	Post	4,053	10	132	0	
 VOLUNTEER IN TIMES OF AN EME... 26 January 14:36	Post	4,025	48	61	42	
 With the older folk of our commun... 28 February 16:23	Post	3,789	59	53	6	
 We're delighted to announce that ... 31 May 21:37	Post	3,739	18	102	0	
 As a community, it is important tha... 15 May 18:54	Post	3,461	10	94	0	
 Allison wanted to help out in her c... 6 June 10:01	Post	3,439	20	108	3	

Age & gender ↑



Independent Assurance Practitioner's Review Report

Volunteering Hawkes Bay For the year ended 30 June 2022

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Members of Volunteering Hawkes Bay

I have reviewed the accompanying performance report of Volunteering Hawkes Bay 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 2022, the statement of financial position as at 30 June 2022, and the statement of accounting policies and other explanatory information.

Trustees' Responsibility for the Performance Report

The Trustees are responsible on behalf of the entity 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 report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit), and
- c) for such internal control as the Trustees determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

My responsibility is to express a conclusion on the performance report. I conducted my review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400 (Revised), Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity, and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require me to conclude whether anything has come to my attention that causes me to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit). Those standards also require that I comply with ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400 (Revised) and ISAE (NZ) 3000 (Revised) is a limited assurance engagement. I will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on my judgement, including the areas identified where a material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.


The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly, I do not express an audit opinion on the performance report.

Other than in my capacity as assurance practitioner I have no relationship with, or interests in, Volunteering Hawkes Bay.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are not suitable;
- b) the performance report does not present fairly, in all material respects:
 - the financial position of Volunteering Hawkes Bay as at 30 June 2022, and of its financial performance and cash flows for the year then ended; and
 - the entity information and its service performance for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual(Not-For-Profit).



Peter Rendell Chartered Accountant

31 October 2022

Napier

Approval of Financial Report

Volunteering Hawkes Bay For the year ended 30 June 2022

The Trustees are pleased to present the approved financial report including the historical financial statements of Volunteering Hawkes Bay for year ended 30 June 2022.

APPROVED

A handwritten signature in cursive script, reading 'Satyam Saha', with a horizontal line underneath.

SATYAM SAHA

Treasurer

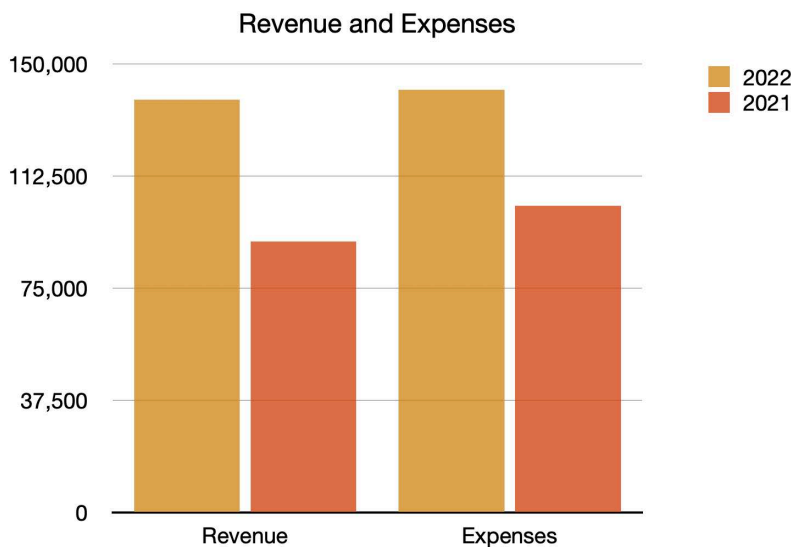
23 October 2022

Statement of Financial Performance

Volunteering Hawkes Bay For the year ended 30 June 2022

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

	NOTES	2022	2021
Revenue			
Donations, fundraising and other similar revenue	1	137,578	90,455
Interest, dividends and other investment revenue	1	367	26
Other revenue	1	-	166
Total Revenue		137,946	90,647
Expenses			
Volunteer and employee related costs	2	70,965	82,127
Costs related to providing goods or service	2	66,961	18,551
Other expenses	2	3,376	1,885
Total Expenses		141,301	102,564
Surplus/(Deficit) for the Year		(3,355)	(11,916)



This accompanying notes and statements of accounting policies form part of these financial statements and should be read in conjunction with the reports contained herein, and the Independent assurance practitioners review report.

Statement of Financial Position

Volunteering Hawkes Bay

As at 30 June 2022

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

	NOTES	30 JUN 2022	30 JUN 2021
Assets			
Current Assets			
Bank accounts and cash	3	205,907	38,913
Debtors and prepayments	3	3,000	-
Other Current Assets			
Current assets		2,048	979
Total Other Current Assets		2,048	979
Total Current Assets		210,955	39,892
Non-Current Assets			
Property, Plant and Equipment	4	1,333	239
Total Non-Current Assets		1,333	239
Total Assets		212,288	40,131
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	6,360	6,866
Employee costs payable	5	10,056	5,809
Unused donations and grants with conditions	5	191,798	20,027
Total Current Liabilities		208,214	32,702
Total Liabilities		208,214	32,702
Total Assets less Total Liabilities (Net Assets)		4,074	7,429
Accumulated Funds			
Accumulated surpluses or (deficits)	6	4,074	7,429
Total Accumulated Funds		4,074	7,429

This accompanying notes and statements of accounting policies form part of these financial statements and should be read in conjunction with the reports contained herein, and the Independent assurance practitioners review report.

Statement of Cash Flows

Volunteering Hawkes Bay

For the year ended 30 June 2022

	2022	2021
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	353,307	116,462
Interest, dividends and other investment receipts	367	26
GST	(34,443)	(8,798)
Payments to suppliers and employees	(150,238)	(99,944)
Other Revenue	-	154
Total Cash Flows from Operating Activities	168,994	7,899
Cash Flows from Investing and Financing Activities		
Payments to acquire property, plant and equipment	(2,000)	-
Total Cash Flows from Investing and Financing Activities	(2,000)	-
Net Increase/(Decrease) in Cash	166,994	7,899
Bank Accounts and Cash		
Opening cash	38,913	31,014
Net change in cash for period	166,994	7,899
Closing cash	205,907	38,913

This accompanying notes and statements of accounting policies form part of these financial statements and should be read in conjunction with the reports contained herein, and the Independent assurance practitioners review report.

Statement of Accounting Policies

Volunteering Hawkes Bay

For the year ended 30 June 2022

'How did we do our accounting?'

Basis of Preparation

The entity 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.

Grants and Donations

Grant and Donation income is accounted for depending on whether or not it has a "use or return" condition attached. The revenue is recorded as income when the cash is received. Where income includes a use or return condition, it is recorded in Xero in the Statement of Financial Performance as the total amount received where it is tracked and expenses deducted therefrom reducing the recorded liability as the performance conditions are met. Note 1 to the Performance Reports shows the Individual grants or donations received in total less the opening and closing liability "unused grant or donation".

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.

Plant and Equipment

All fixed assets are recorded at cost less depreciation.

The entity has the following asset classes:

Furniture and Fittings 18% Diminishing Value

Computer Equipment 33% Diminishing Value

Income Tax

Volunteering Hawkes Bay is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

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.

The statements of accounting policies form part of these financial statements and should be read in conjunction with those financial statements and the Independent assurance practitioners review report.

Notes to the Performance Report

Volunteering Hawkes Bay

For the year ended 30 June 2022

	2022	2021
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Department of Internal Affairs - COGS	5,000	5,000
Department of Internal Affairs - Lotteries Grant	236,843	30,000
Department of Internal Affairs - SVF Fund	41,211	41,211
Eastern & Central Community Trust	-	5,000
Ministry of Social Development - CAP	10,000	-
Napier City Council Community Grant	-	2,000
Pub Charity	16,295	13,519
T R Moore Trust	-	7,000
Unused grants or donations with repayment conditions Grants - Current Year	(191,798)	(20,027)
Unused grants or Donations with Repayment conditions prior year	20,027	5,752
Volunteer awards event Income	-	1,000
Total Donations, fundraising and other similar revenue	137,578	90,455
Interest, dividends and other investment revenue		
Interest Income	367	26
Total Interest, dividends and other investment revenue	367	26
Other revenue		
Other Revenue	-	166
Total Other revenue	-	166
	2022	2021

2. Analysis of Expenses

Volunteer and employee related costs		
Board Expenses	305	66
Mileage	72	-
Salaries	70,123	81,252
Travel	26	-
Training	90	348
Volunteer Expenses	348	461
Total Volunteer and employee related costs	70,965	82,127

The notes to the financial reports form part of these financial statements and should be read in conjunction with those financial statements and the Independent assurance practitioners review report.

	2022	2021
Costs related to providing goods or services		
ACC Levies	194	414
Accounting Fees	739	-
Administration Fees	6,580	3,330
Advertising and Promotion	349	2,030
Contract Covid Income	23,087	-
Entertainment	322	208
Equipment under \$500	-	410
General Expenses	157	740
Parking Lease	1,188	762
Phone and Internet	337	935
Postage & Stationery	892	36
Power	-	246
Printing and Photocopying	847	876
Project Expenses	21,590	3,408
Rental expense	8,772	4,109
Repairs and Maintenance	-	22
Webhosting Fees and Subscriptions	1,511	617
Xero software fees	394	408
Total Costs related to providing goods or services	66,961	18,551
Other expenses		
Audit Fees	2,470	1,800
Depreciation - Computers	667	-
Depreciation - Office furniture	239	85
Total Other expenses	3,376	1,885
	2022	2021

3. Total Current Assets

Bank accounts and cash		
SBS Call Account	204,845	38,562
SBS Cheque Account	345	221
SBS Pettycash	717	130
Total Bank accounts and cash	205,907	38,913
Debtors and prepayments		
Prepayments	3,000	-
Total Debtors and prepayments	3,000	-
Other current assets		
GST	2,048	979
Total Other current assets	2,048	979
Total Current Assets	210,955	39,892

The notes to the financial reports form part of these financial statements and should be read in conjunction with those financial statements and the Independent assurance practitioners review report.

2022

2021

4. Property, Plant and Equipment

Computer and Website	2,000	-
Less Accumulated Depreciation on Computer and Website	(667)	-
Furniture and Fittings		
Furniture and fittings owned	-	2,949
Accumulated depreciation - furniture and fittings owned	-	(2,710)
Total Furniture and Fittings	-	239
Total Property, Plant and Equipment	1,333	239

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	118	0	0	118	0
Computers (including software)	121	2000		788	1333
Total	239	0	0	906	1333
Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	144	0	0	26	118
Computers (including software)	180	0	0	59	121
Total	324	0	0	85	239

The notes to the financial reports form part of these financial statements and should be read in conjunction with those financial statements and the Independent assurance practitioners review report.

2022

2021

5. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable	3,890	4,796
Accruals and prepayments	2,470	2,070
Total Creditors and accrued expenses	6,360	6,866

Employee costs payable

Holiday Pay accrual	9,050	5,089
Wages accruals	1,006	720
Total Employee costs payable	10,056	5,809

Unused donations and grants with conditions	191,798	20,027
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Unused Grants and Donations with Terms and Conditions

	Unspent Portion Current Year	Unspent Portion Previous Year
Department of Internal Affairs Lotteries Grant	159,437	20,027
Department of Internal Affairs - SVF Fund	11,542	0
Department of Internal Affairs Covid support	10,819	0
Ministry of Social Development - CAP	10,000	
Total	\$191,798	\$20,027

2022

2021

6. Accumulated Funds

Accumulated Funds

Opening Balance	7,429	19,345
Accumulated surpluses or (deficits)	(3,355)	(11,916)
Total Accumulated Funds	4,074	7,429

Total Accumulated Funds	4,074	7,429
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7. Commitments

On 7 December 2020 the organisation moved into new premises to The Hive, Hastings and had an initial 12 Months lease at the rate of \$297 per month and a car park at the rate of \$105 per month.

Other than this there are no other significant commitments at balance date.

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2022 (Last year - nil)

9. Related Parties

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

The notes to the financial reports form part of these financial statements and should be read in conjunction with those financial statements and the Independent assurance practitioners review report.

10. Events After the Balance Date

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

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

12. Ability to Continue Operating (Covid-19 Specific)

The board of Volunteering Hawke's Bay have assessed the impact of Covid-19 on the ability to operate as a going concern, the board is confident that the entity will operate to the foreseeable future due to the cash reserves available, pre-approved grants from the Support for Volunteering Fund (SVF) and Lotteries Grants including additional funding for Covid Support. The entity continues to be reliant on continued funding from funders. The board is confident the organisation will not have any impact financially with the present or future Covid-19 lockdowns.

Depreciation Schedule

Volunteering Hawkes Bay

For the year ended 30 June 2022

NAME	RATE	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
Computer and Website							
Final Payment Leanne's laptop	40.00%	2,000	-	2,000	-	667	1,333
Total Computer and Website		2,000	-	2,000	-	667	1,333
Total		2,000	-	2,000	-	667	1,333