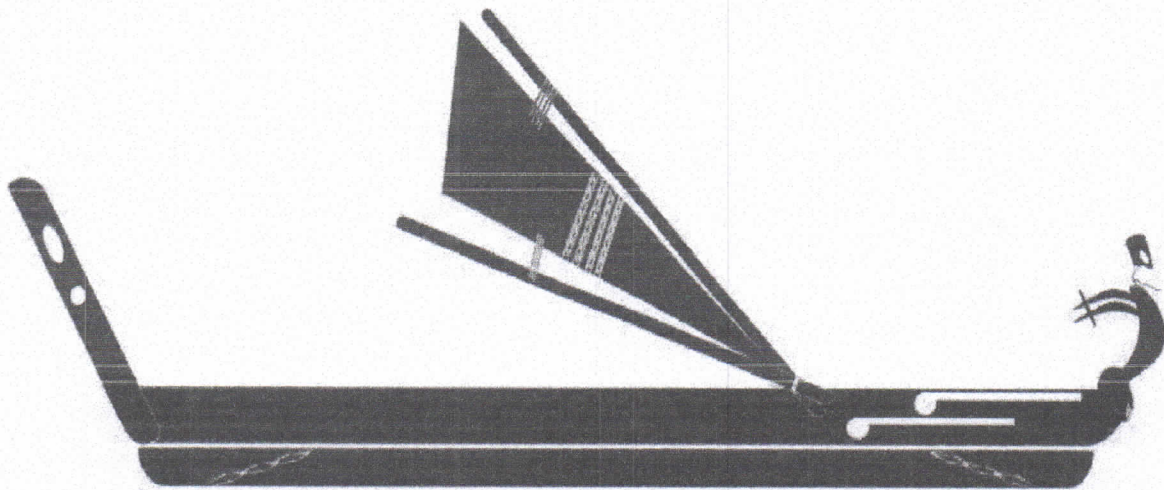


Te Mana o Kupe Trust



TE MANA O KUPE

Performance Report

For the year ended 31 March 2021

Te Mana o Kupe Trust

Performance Report

For the year ended
31 March 2021

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Te Mana o Kupe Trust

Entity Information

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

For the year ended
31 March 2021

Legal Name of Entity:*

Te Mana O Kupe Trust

Other Name of Entity (if any):

N/A

Type of Entity and Legal Basis (if any):*

Incorporated Charitable Trust

Registration Number:

CC50301

Entity's Vision and Purpose: *

Te Mana O Kupe Trust works with Rangatahi of Porirua East, their whanau and teachers to empower and equip communities for the future, by making digital technology accessible and affordable.

The Trust was established with a vision for an empowered community, well prepared for the digital future, and with a goal of inclusive teaching and learning for all. Specifically, the Trust seeks to lift educational achievement of students at schools in our rohe, by supporting the aspirations of Maori, Pasifika and other communities, including through Kura Kaupapa.

Entity Structure: *

The Trust deed dated December 2013. The total number of Trustees must be no less than three and not more than eleven. At March 31 2021 there were six Trustees and one Trustee advisor. All Trustees are volunteers.

Trustee	Start Date	Position
Aiga Caroline Mareko	17/03/2016	Trustee
Donald Morris Rangj	24/12/2013	Trustee
Jonathan Walbridge	31/01/2019	Trustee
Rob McIntosh	13/0/3/2019	Trustee
Ataga'i Esera	13/03/2019	Trustee
Michele Whiting	25/01/2018	Chairperson/Trustee

Operational Structure:

We employed two staff in management and administration roles until December 2020 and now have one working 25 hours per week.

Fricia Walbridge is longer a Trustee but continues to volunteer her time as a Trustee advisor.

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

Te Mana O Kupe Trust receives funding from a number of sources, provision of services to schools and community donations. Secure office space has been generously provided by Whitireia Polytechnic, Porirua. Funds are also generated through the sale of chromebooks.



Te Mana o Kupe Trust

Entity Information

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

For the year ended
31 March 2021

Main Methods Used by the Entity to Raise Funds:*

No fundraising activities are entered into by the Trust.

Entity's Reliance on Volunteers and Donated Goods or Services: *

The Trust relies on volunteers for a portion of its operations. The trust has benefited from approximately 600 hours of volunteer time towards operations and board meetings.

Additional Information:*

Contact details

Physical Address:	Whitireia Community Polytechnic, Room D407, 3 Wi Neera Drive, Porirua 5022
Postal Address:	PO Box 50135 Porirua 5024
Phone/Fax	027 244 1333
Email:	info@tmok.org.nz
Website:	www.tmok.org.nz



Te Mana o Kupe Trust

69 Valley Rd, Paraparaumu, 5032

Statement of Service Performance

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

For the year ended
31 March 2021

Description of the Entity's Outcomes*:

The Trust was established in 2013, with a vision of an empowered community, well prepared for a digital future. The Trust promotes inclusive teaching through its programme, in collaboration with nine schools in Porirua East. The Trust has worked closely with Rangatahi, their whanau and teachers to make digital technology accessible and affordable, supporting the aspirations of Maori, Pasifika and other communities, including kura kaupapa. Anecdotal and evidence based research points to an increasing cohort of confident, self motivated learners, who are well supported at home.

Description and Quantification (to the extent practicable) of the Entity's Outputs:*	Actual*	Actual*
	This Year	Last Year
Trustees and management meetings to work together to achieve Trust goals	15	15
Trustees combined volunteer hours	600	450
Joint meeting with Te Reanga Ipurangi Trust	0	1
Trustees / Managers meetings with school principals, teachers, whanau to promote digital empowerment	20	30
Number of schools in Porirua East that the Trust works with	5	7
Number of Schools in Otaki that the Trust works with	0	7
Number of students and teachers using chromebooks provided through the Trust since its establishment	1,900	1,500
Whanau information evenings / training/ setting up email / promoting home learning conversations	5	5



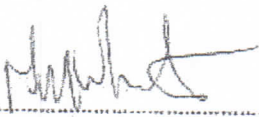
Te Mana o Kupe Trust
Approval of Performance Report

For the year ended

31 March 2021

The Trustees are pleased to present the approved performance report including the historical financial statements of Te Mana o Kupe Trust for the year ended 31 March 2021.

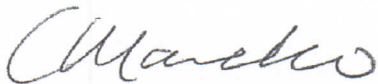
APPROVED



Chair - Michele Whiting

Date: 27 August 2021

APPROVED



Board Member - Caroline Mareko

Date: 27 August 2021



Te Mana o Kupe Trust

Statement of Financial Performance

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

For the year ended

31 March 2021

	Note	Actual* This Year \$	Actual* Last Year \$
Revenue			
Donations, fundraising and other similar revenue*	1	55,564	77,454
Revenue from providing goods or services*	1	231,930	199,961
Interest, dividends and other investment revenue*	1	76	105
Other revenue	1	14,059	-
Total Revenue*		301,629	277,520
Expenses			
Volunteer and employee related costs*	2	192,932	167,071
Costs related to providing goods or services*	2	104,696	125,784
Grants and donations made*	2	-	7,793
Other Expenses	2	1,935	1,957
Total Expenses*		299,563	302,605
Surplus/(Deficit) for the Year*		2,066	(25,085)



Te Mana o Kupe Trust

Statement of Financial Position

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

As at
31 March 2021

	Note	Actual* This Year \$	Actual* Last Year \$
Assets			
Current Assets	3		
Bank accounts and cash*		145,933	88,607
Debtors and prepayments*		44,667	40,985
Inventory*		-	9,036
Total Current Assets		190,600	138,628
Non-Current Assets			
Property, plant and equipment*	4	43	108
Total Non-Current Assets		43	108
Total Assets*		190,643	138,736
Liabilities			
Current Liabilities			
Creditors and accrued expenses*	3	35,245	34,768
Employee costs payable*	3	589	1,446
Income received in advance*		124,502	64,240
Other current liabilities		-	5,112
Total Current Liabilities		160,336	105,566
Total Liabilities*		160,336	105,566
Total Assets less Total Liabilities (Net Assets)*		30,307	33,170
Accumulated Funds	5		
Accumulated surpluses or (deficits)*		30,307	33,170
Total Accumulated Funds*		30,307	33,170



Te Mana o Kupe Trust

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

31 March 2021

	Actual* This Year \$	Actual* Last Year \$
Cash Flows from Operating Activities*		
Cash was received from:		
Donations, fundraising and other similar receipts*	115,777	63,117
Receipts from providing goods or services*	223,485	287,055
Interest, dividends and other investment receipts*	76	105
Other Revenue	14,059	-
Net GST received / (paid)	(2,196)	10,097
Cash was applied to:		
Payments to suppliers and employees*	288,763	314,046
Donations or grants paid*	-	7,793
Net Cash Flows from Operating Activities*	62,438	38,535
Cash flows from Investing and Financing Activities*		
Cash was received from:		
Receipts from the sale of property, plant and equipment*	-	-
Proceeds from loans borrowed from other parties*	-	19,856
Cash was applied to:		
Payments to acquire property, plant and equipment*	-	-
Payments to purchase investments*	-	-
Repayments of loans borrowed from other parties*	5,112	39,226
Net Cash Flows from Investing and Financing Activities*	(5,112)	(19,370)
Net Increase / (Decrease) in Cash*	57,326	19,165
Opening Cash*	88,607	69,442
Closing Cash*	145,933	88,607
This is represented by:		
Bank Accounts and Cash*	145,933	88,607



Te Mana o Kupe Trust
Statement of Accounting Policies
"How did we do our accounting?"

For the year ended
31 March 2021

Basis of Preparation*

Te Mana o Kupe 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 of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)*

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

Income Tax

The Trust is registered as a charitable entity under the Charities Act 2005, and accordingly is not subject to 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

Debtors are carried at estimated realisable value after providing against debts where collection is doubtful.

Inventories

Inventories held for sale are measured at the lower of cost or net realisable value. The Trust holds only sufficient inventory to fill current and foreseeable orders.

Inventory acquired by finance leases is recorded at its fair value.

Property, Plant and Equipment

Property, Plant and Equipment are recorded at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is provided on a diminishing value basis on all property, plant and equipment, at rates that will write off the cost of the assets to their estimated residual values over their useful lives. The depreciation rates and useful lives associated with major classes of assets have been estimated as follows:

- Computer Equipment - 60%

Donations

Donations are accounted for depending on whether they have been provided with a "use or return" condition attached or not. Where no use or return conditions are attached to the donation, revenue is recorded as income



Te Mana o Kupe Trust
Statement of Accounting Policies
"How did we do our accounting?"

For the year ended
31 March 2021

when the cash is received. Where donations include a use or return condition, the donation is initially recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Donated goods or services (other than donated assets) are not recognised.

Where 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 the 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.

Grants

Grant income is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached to the donation, revenue is recorded as income when the cash is received. Where donations include a use or return condition, the donation is initially recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Interest income

Interest income is recognised on an accruals basis.

Other income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

Employee Costs

Employee entitlements are measured at undiscounted nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned but not taken at balance date.

Changes in Accounting Policies

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



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Donations, fundraising and other similar revenue	Donations - General	3,124	7,834
	Donations - R & K Nicholl	6,898	-
	Donations - Overpayments forfeited	2,653	1,869
	Grants - Hutt Mana Charitable Trust	2,000	1,426
	Grants - Internet NZ	15,000	-
	Grants - New Zealand Community Trust	10,889	23,177
	Grants - T G Macarthy	5,000	-
	Grants - Pelorus	-	1,811
	Grants - Te Puni Kokiri	-	7,223
	Grants - Wellington Community Trust	10,000	30,114
	Grants - Wellington Methodist Educational Trust	-	4,000
	Total		55,564

Revenue Item	Analysis	This Year \$	Last Year \$
Revenue from providing goods or services	Accessories Sales	2,669	1,176
	Admin Fee - Contracts	-	-
	Consulting	-	27,359
	Chromebook Sales	78,618	93,943
	Ministry of Education Contract	150,643	77,483
Total		231,930	199,961

Revenue Item	Analysis	This Year	Last Year \$
Interest, dividends and other investment revenue	Interest	76	105
	Total	76	105

Revenue Item	Analysis	This Year	Last Year \$
Other revenue	Ministry of Social Development - Covid-19 wage subsidy	14,059	-
	Total	14,059	-



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Conference and Training Expenses	-	1,768
	Contractors	124,080	65,842
	Kiwisaver Employer Contributions	1,526	1,526
	Salaries and Wages	67,326	97,935
	Total	192,932	167,071

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services	Accessories Purchases	4,220	529
	Accounting Fees	1,008	1,495
	Bad Debts	1,244	6,326
	Bank Fees	70	320
	Chrome book Purchases	88,276	87,229
	Freight & Courier	26	98
	General Expenses	463	307
	Insurance Excess	-	74
	Interest Expense	64	2,419
	Internet Project	3,550	-
	Meeting Expenses	403	288
	Office Expenses	204	513
	Printing & Stationery	1,190	1,496
	Purchases under \$500	30	731
	Repairs and Maintenance	-	83
	Spark Jump Expenses	-	4,059
	STEM Resource purchases	-	5,594
	Subscriptions	1,247	1,525
	Telephone & Internet	731	8,743
	Travel - National	1,431	3,285
Warranty excess expenses	539	670	
Total	104,696	125,784	

Expense Item	Analysis	This Year \$	Last Year \$
Grants and donations made	Hardship grant funding	-	7,793
	Total	-	7,793



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Expense Item	Analysis	This Year	Last Year
		\$	\$
Other Expenses	Depreciation	65	162
	Review Fees	1,870	1,795
	Total	1,935	1,957



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year	Last Year
		\$	\$
Bank accounts and cash	Main Account	22,821	31,483
	Parents Repayment Account	58,632	380
	Petty Cash	125	276
	Savings - 51 Grant Income	64,355	56,468
	Total	145,933	88,607

Asset Item	Analysis	This Year	Last Year
		\$	\$
Debtors and prepayments	Accounts receivable	40,714	39,229
	GST	3,953	1,757
	Total	44,667	40,985

Asset Item	Analysis	This Year	This Year
		\$	\$
Inventory	Chromebooks on Hand	-	9,036
	Total	-	9,036

Liability Item	Analysis	This Year	Last Year
		\$	\$
Creditors and accrued expenses	Accounts Payable	28,962	25,864
	Accounting services fee accrual	1,121	1,719
	Overpayments from parents	3,034	5,115
	Review fee accrual	2,128	2,070
	Total	35,245	34,768

Liability Item	Analysis	This Year	Last Year
		\$	\$
Employee costs payable	Wages and salaries earned but not yet paid	363	606
	Annual Leave Provision	226	840
	Total	589	1,446

Liability Item	Analysis	This Year	This Year
		\$	\$
Income received in advance	Donations - R & K Nicholl - Chromebook Subsidy	20,102	-
	Donations - R & K Nicholl - PC Laptops	25,000	-
	Donations - R & K Nicholl - Whanau Safe Online	4,929	-
	Grants - New Zealand Community Trust	14,111	-
	Grants - Ministry of Education Contract	59,360	64,240
	Grants - Wellington Methodist Church	1,000	-
	Total	124,502	64,240

Liability Item	Analysis	This Year	Last Year
		\$	\$
Finance Leases	Lease No. 16763347	-	5,112
	Total	-	5,112



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 4 : Property, Plant and Equipment

This Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Computers (including software)*	108	-		65	43
Total	108	-	-	65	43

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Computers (including software)*	270	-	-	162	108
Total	270	-	-	162	108

Note 5: Accumulated Funds

This Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	-	33,170	-	33,170
Surplus/(Deficit)*		2,066		2,066
Prior Period Adjustment		(4,929)		(4,929)
Closing Balance	-	30,307	-	30,307

Last Year				
Description*	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance		58,255	-	58,255
Surplus/(Deficit)*		(25,085)		(25,085)
Closing Balance	-	33,170	-	33,170

Prior Period Adjustment

Donations Unspent

A donation was received in 2019 from R & K Nicholl for the Whanau Safe Online programme. There were unspent funds in 2019 and 2020 which weren't carried forward. An adjustment has been made in 2021 by recognising the unspent funds of \$4,929 in current liabilities.



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 6 : Commitments and Contingencies

Commitments

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

Operating Lease Liabilities

Lease no. 16763347

The finance lease liability will be repaid by 12 monthly principal and interest payments of \$1,684 from July 2019

The liability will be fully paid in June 2020.

The lease is with Finance Now, and is secured by a security interest over all the Trusts present and acquired property. The balance of the finance lease at 31 March 2021 \$0 (2019: \$5,112)

Lease Principal

Lease no. 16763347

Amount paid to date
Amount to pay 12 months

Total

This Year	Last Year
\$	\$
14,744	14,744
-	5,112
14,744	19,856

Contingent Liabilities and Guarantees

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

Note 7 : Related Party Transactions

Description of Related Party Relationship*	Description of the Transaction (whether in cash or amount in kind)*	2020	2019	2020	2019
		Value of Transactions*	Value of Transactions*	Amount Outstanding*	Amount Outstanding*
Te Reanga Ipurangi Trust	Te Reanga Ipurangi Trust paid Te Mana o Kupe Trust an amount towards administration costs. These funds were sourced from J R McKenzie	-	27,359	-	-



Te Mana o Kupe Trust
Notes to the Performance Report
For the year ended
31 March 2021

Note 8 : Covid-19 Update

On 30 January 2020, the spread of novel Corona virus (COVID-19) was declared a public health emergency by the World Health Organisation. From 25 March 2020, New Zealand was placed into Alert Level 4 lockdown to combat the pandemic, for a minimum of four weeks. From 9 June 2020, this was reduced to Alert Level 1, with domestic lockdown restrictions removed.

Te Mana o Kupe received compensation from the Government due to loss of income from a salary grant which was reduced by 50%. A wage subsidy was granted for 12 weeks. The Trusts application was based on two full time employees. During the lockdown, staff were paid their usual fortnightly wages. Te Mana o Kupe Trust was granted Essential workers status by the Ministry of Innovation and worked from home.

Note 9 : Events After Balance Date

There were no material events after balance date to report (Last Year- Nil).

Note 10 : Ability to Continue Operating

Te Mana o Kupe Trust has limited cash on balance sheet and is dependent upon continuing grants, donations and other sources of income to support its continuing operations. The Trust typically operates with limited visibility on such future funding sources and amounts. Currently, the Trustees are comfortable that there is adequate funding to continue operations across near term. There is the future risk that the Trust is unable to secure adequate funding and accordingly it would be required to discontinue activities.

Note 11 : Correction of Errors

All errors have been corrected prior to the finalisation of this Performance Report.

