

# Community Voices

The official magazine of Auckland North Community and Development



The  
winter  
issue

North Shore  
Food Insecurity  
Network

Empowering  
Pacific communities

Kings Birthday  
honours for  
Eva Chen

Summary of the  
Long-Term Plan



# In this issue

## ANCAD programmes

## Features

<b>Pacific Peoples Capability</b> by Clark Tuagalu	
Empowering Pacific communities: Progress and future plans	10
<b>LiiFT</b> by Simon Ritchie	17
Planning and implementing a successful fundraising event	12
Role of the Treasurer	12
LiiFT Aotearoa in-person workshops	18
Governance Matters	21
Resourcing Leaders in Times of Change	22
Ask the Experts/Talanoa Together sessions held out in the community	23
Ask the Experts	24
Talanoa Together	24
When fundraising isn't your only task!	25
Funding Guide	27
Funding Forum	28
10 steps to marketing your NFP organisation	30
<b>Community Accounting</b> by Eva Chen	
Connecting cultures and community	37
<b>Governance Matters</b> by Fiona Brennan	
Governance and legislation: Incorporated Societies	41
Governance and legislation: Building and updating your constitution	43
ANCAD Funders	27

King's Birthday Honours 2024: Eva Chen	04
Auckland Council: Summary of the Long-term Plan	06
The North Shore Food Insecurity Network	09
Having an Emergency Readiness Plan	13
Devonport Community House: Fostering connection, belonging, and sustainability	14
Community and connection at Meadowood Community Centre	29
Welcome to the future: Insights and opportunities for not-for-profit leaders	31
5 minutes with Eva Chen	36
CAB: Trees, neighbours and shared driveways	45



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Opinions expressed by Community Voices contributors are their own.

# Kia ora Hello Nǐ hǎo Bula Namaste Talofa Mālō e lelei Kamusta

## Haere mai



### **FIONA BRENNAN**

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Welcome to the latest edition of Community Voices, our quarterly magazine. This issue is packed with information, resources, workshops, and updates from our staff team.

First, I'd like to congratulate Eva Chen on receiving the King's Birthday Honours for the New Zealand Order of Merit for her services to the Asian community. In this issue, Eva discusses her work and interests. She joined the ANCAD team in March of this year as the Community Accounting Programme Lead and Ethnic Communities Engagement Lead.

Our LiiFT Aotearoa workshop programme continues to grow, with increasing participation and a higher volume of courses to meet demand. This is complemented by a range of drop-in sessions and customised consultancy follow-ups for individuals needing help.

We aim to support organisations through different stages of their lifecycle, providing assistance, guidance, and professional services to help them flourish. The top requests for support include:

- Funding and grant writing
- Finance governance and accounts services support
- Basics of governance and registration or re-registration
- Volunteer recruitment and preparation for employing staff
- Risk management strategies
- Internal policy development and implementation

Our capacity building, community en-

gagement, and facilitation work continue in various areas, including family response and prevention mahi in different networks and forums, Pasifika and ethnic communities engagement. We also participate in conversations around emergency response, community resilience, and storm recovery.

On behalf of the board and staff team, I'd like to extend our sincere gratitude to our funders, who enable us to provide our programmes, professional services, training, and consultancy to organisations free of charge, or at highly subsidised rates.

We are fortunate to have a dedicated team of volunteer board members, employed staff, and a family of contractors, along with professionals such as our team of chartered accountant volunteer mentors, Massey University chartered accountant students, and many other volunteers. I would like to acknowledge the assistance given by our AUT student intern, Fraser Cameron, and congratulate him on completing his degree and graduating.

This year, we celebrate our 50th anniversary. We plan a celebration on October 15, from 12:00pm to 2:30 pm. Save the date!

In the meantime, I hope you enjoy our Community Voices magazine. Please send us your feedback or contribute an article. We love to hear from our readers about what is important to them and their communities. ●

**Kia Kaha**

**Fiona Brennan, General Manager, ANCAD**

## King's Birthday Honours 2024 - Citations for Members of the New Zealand Order of Merit

### CHEN, Ms I-Hua (Eva)

For services to the Asian community



Ms Eva Chen has been supporting and championing the parenting needs of Asian and migrant women to government agencies since 2010 and has organised culturally and linguistically tailored parenting workshops, particularly on positive parenting and family harm.

Ms Chen has led the Happy Toddlers, a free parenting workshop for Chinese and migrant mothers facing cultural and language barriers, enabling first-time mothers to learn, share experiences and creating a support network of more than 1,000 members through social media to exchange information and advice. She referred many mothers experiencing domestic abuse and harm to mental health crisis services and law enforcement and provided education on family harm and the available resources.

During the COVID-19 pandemic, she co-founded the Mt Roskill Collective and collaborated with the Ministry for Ethnic Communities to deliver translated information to non-English speakers and distributed free food parcels and essentials to migrant and refugee communities in need.

With the Ministry of Social Development's Think Differently team, she hosted a radio programme in 2014 to address the stigma of disability in the Chinese community and in 2020 supported the IHC Foundation in supporting parents of children with intellectual disabilities. Ms Chen co-founded The Hawaiki Project in 2017, an exchange programme between Taiwanese and Māori youth to encourage indigenous youth to immerse themselves in other cultures.



It is with great pride that we acknowledge ANCAD's Eva Chen as recipient of the member of the New Zealand Order of Merit, for services to the Asian community, in the King's Birthday Honours List 2024. A true champion and advocate. We are delighted with the recognition of the work that Eva has done and continues to do for the Asian community and beyond.

## From Eva Chen...

I was born and raised in Taiwan, arrived in Aotearoa New Zealand as an international student at the age of 17, then settled in as a 1.5 generation migrant.

I have been very fortunate to have several amazing mentors. Ivan Yeo brought me into the public sector and guided me through challenges, especially during the first few years.

Jenny Janif introduced me to various ethnic and faith-based communities; her hard-earned reputation in these spaces allowed me to gain trust and start my work more easily.

Meng Foon shared his experiences in the public sector and political spaces, which were vastly different from my background in Taiwan. His insights saved me a lot of time and effort.

Marareia Hamilton brought me into the Māori space, and I was mentored by Arapeta Hamilton from Ngāti Manu.

I was further supported in my

workspace by Annalise Myers, Josi Wilson, and Carmel Irwin in the SKIP space; Fadumo Ahmed, Jamila Slainmankhel, and Nazreen Shaban in the Mt Roskill Collective; Raymond Wong from NZ Police; My Taiwanese auntie Teri Cheng, the former chairperson for the Global Federation of Chinese Business Women of New Zealand; the board of trustees of the Wellbeing Charitable Trust; Jason Dickson, the regional manager of Stats NZ Census 2023 Auckland North Community Engagement team, Jo Diamond, and Clark Tuagalu, my former colleagues in the Census team. And many more Asian community partners.

My work in the Asian and migrant space in New Zealand began in 2010 with initiatives focused on supporting vulnerable community members such as single parents, elders and those with language barriers. Some of the initiatives facilitated for these groups was





## From Eva Chen...

family violence awareness, positive parenting and post-natal depression. As my children grew older, my focus expanded to include school bullying, racism victim support, and teenager suicide prevention.

In 2014, I co-hosted a radio program with AM936 in collaboration with the Think Differently Team from the Ministry of Social Development to address the stigma of disability in the Chinese community and raise awareness about available disability services.

From 2014 to 2017, supported by the SKIP team which was funded by the Ministry of Social Development back then, we conducted hundreds of Chinese-speaking parenting workshops.

Between 2018 and 2020, as a SKIP champion from Oranga Tamariki, I travelled across the country to work with local community leaders, engaging migrant communities to support the work for their whānau, and co-designed parent-led programmes to support tamariki (children) and rangatahi (young people) to thrive.

In 2017, I co-founded The Hawaiki Project, an exchange program between Taiwanese indigenous people and Māori youth, aimed at encouraging indigenous youth to immerse themselves in different cultures.

In 2018, I organised several self-defence sessions in collaboration with community partners to train our

children on how to keep themselves safe.

I worked with a team of volunteers during Oct 2022 to Jan 2023 distributing over a thousand food parcels during the COVID-19 lockdown period. With support from the Ministry of Social Development this support continued for another 18 months. Also, during the COVID-19 pandemic, we were able to intervene and save a suicidal youth with the help of the police.

Additionally, I translated and promoted Ministry of Health COVID-19 information for Asian communities. I've also worked collaboratively with diverse community leaders and the Ministry of Social Development to support job seekers within Asian communities. In response to COVID-19, I had initiated the petition to: Allocate sufficient funding and resources to support Asian migrant communities ([selectcommittees.parliament.nz](https://selectcommittees.parliament.nz)) which was picked up by the Green party and further advocated for in Parliament.

I am very confident we will be able to provide good support to our Asian communities with the Auckland North Community and Development team. Since I started in March 2024, I have received strong support from our manager Fiona Brennan and the team, including Simon Ritchie, Glen Hill, and Clark Tuagalu. We will continue working alongside our community to support their good mahi. ●





# Summary of the Long-term Plan 2024-2034 (LTP)



This LTP sets out how Auckland Council will work to improve the daily lives of Aucklanders and how we will pay for these improvements over the next 10 years.

Illustration of two people holding a drawing of Auckland that includes the waterfront, Sky Tower, parks and the words Our Plan.

## CHALLENGES AND AIMS

While we developed this plan we considered a number of challenges, including:

- higher inflation and rising interest rates that increase our costs
- a growing population that creates more demand for our activities and services
- the increase in assets we own which are expensive to pay for and maintain
- continued need to fund storm response and improve our resilience to flooding
- finding the right funding and finance tools to deliver our plan.

This plan aims to address these challenges and the opportunities Auckland faces over the next 10 years by:

- prioritising Auckland's physical and financial resilience
- making the most of what we have
- focusing on areas that will make the biggest difference for Auckland.

## LONGER-TERM OUTCOMES

The longer-term outcomes we want to achieve with this plan are to:

- provide for our communities in the greatest need
- deliver outcomes for and with Māori
- adapt to and reduce the effects of climate change.

This plan also sets out:

- the outcomes we want for Auckland and how the council will help achieve these (our strategic direction)
- how we will pay for council activities (our financial settings)
- our capital spend budget to build or buy assets like roads, pipes and buildings to provide services for Aucklanders
- our operating spend budget to maintain services and activities like public transport, libraries and parks.

## RATES INCREASES

This LTP will see a total rates increase for the average-value residential property of around 6.8 per cent or \$245.48 a year (\$4.72 a week) in 2024/2025.



## FOCUS AREAS

Our LTP delivers actions for seven areas of council services.

### TRANSPORT

Capital spend	Operating spend	Rates value per \$100
\$14,594 million (includes \$592 million for City Rail Link over 3 years)	\$28,152 million	\$34

Our plans to manage transport over the next 10 years include:

- \$70 million in operating spend to improve public transport, including bus services and rail track maintenance
- \$14 billion capital spend to help fix roads and achieve more reliable and easier to use public transport
- a \$50 weekly public transport fare cap for buses, trains and inner-harbour ferries.

### WATER

Capital spend	Operating spend	Rates value per \$100
\$16,016 million	\$16,496 million	\$8

Our plans to manage water over the next 10 years include:

- more than \$700 million (including government co-funding) for the new Making Space for Water programme to strengthen Auckland's resilience to flooding
- working with central government to implement the Local Water Done Well plan
- extending the Water Quality Targeted Rate to achieve \$779 million for stormwater infrastructure.

### BUILT ENVIRONMENT

Capital spend	Operating spend	Rates value per \$100
\$1181 million	\$1590 million	\$3

Our plans to manage Auckland's built environment over the next 10 years include:

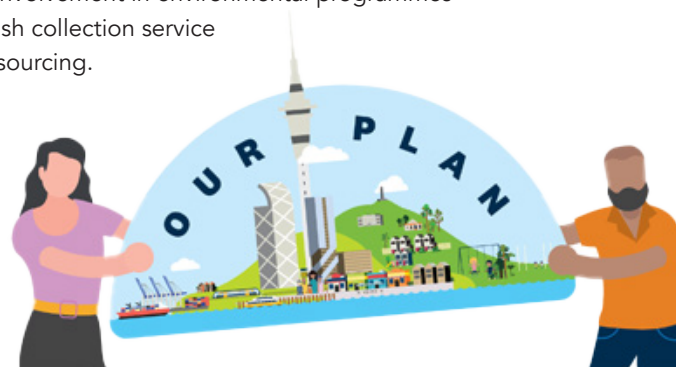
- investment in new urban regeneration and infrastructure to support housing growth
- a comprehensive plan for Auckland's waterfront
- implementing the City Centre Masterplan.

### NATURAL ENVIRONMENT

Capital spend	Operating spend	Rates value per \$100
\$517 million	\$7882 million	\$13

Our plans to manage Auckland's natural environment over the next 10 years include:

- resuming the Natural Environment Targeted Rate
- continued support for volunteer and community involvement in environmental programmes
- continuing a regional move to rates-funded rubbish collection service
- \$5.9 million for increased animal management resourcing.





## COMMUNITY

Capital spend	Operating spend	Rates value per \$100
\$4240 million	\$12,386 million	\$29

Our plans to support our communities over the next 10 years include:

- \$84 million additional operating spend and \$56 million additional capital spend in the first three years of the plan to provide fairer funding for local boards
- investing in community-led arts and cultural activities, events, community development and safety activities through the Regional Arts and Culture Grants Programme
- \$35 million increase over three years for more indoor sports facilities.

## ECONOMIC AND CULTURAL DEVELOPMENT

Capital spend	Operating spend	Rates value per \$100
\$587 million	\$2870 million	\$4

Our plans for economic and cultural development over the next 10 years include:

- continue to deliver large cultural events like Pasifika, Diwali and the Lantern Festival
- supporting ongoing wildlife, visual arts and heritage conservation
- secure international and domestic musicals, concerts, sporting events and art exhibitions.
- working with central government and industry for new financial resources to fund ways to attract visitors to Auckland and help grow the economy.

## WELL-MANAGED LOCAL GOVERNMENT

Capital spend	Operating spend	Rates value per \$100
\$2205 million	\$6536 million	\$9

Our plans to support well-managed local government over the next 10 years include:

- setting up the Auckland Future Fund
- \$171 million towards delivering Māori outcomes
- continued storm recovery and response activities, including property buy-outs.

## MAJOR INVESTMENTS

This LTP looks at how we can better manage some of our large investments to improve the council's physical and financial resilience. To do this, our plan includes:

- a new regional wealth fund
- changes to how we manage the Port of Auckland (POAL).

## AUCKLAND FUTURE FUND

The Auckland Future Fund is a regional wealth fund that aims to:

- provide additional funding for council services of around \$40 million per year from 2025-26
- help fund services and infrastructure without the need for higher rates increases
- diversify our biggest investments across different sectors and different geographic areas.

## POAL

POAL is expected to deliver \$1.1 billion in profits over the next 10 years. This LTP aims to transfer Marsden and Captain Cook wharves and the associated land from POAL to direct council ownership within two to five years. This will:

- open new public waterfront space for the city
- improve ferry services
- provide a boost to our economy.

## READ THE LONG-TERM PLAN 2024-2034 IN FULL

The Long-term Plan 2024-2034 (10-year Budget) documents will be available in early July.

# The North Shore Food Insecurity Network



The Rangitoto Observer (April 26, 2024) recently published an article about this food network being “set up to deal with growing ‘food insecurity’ problems across the North Shore.”

“The North Shore Food Insecurity Network is a collection of foodbanks, community gardens, churches, community centres, the Citizens Advice Bureau (CAB) and budgeting services dedicated to helping people become less reliant on food donations.”

Natasha Geo (*pictured in the blue Italia t-shirt, above*), manager of the Takapuna North Community Trust is currently facilitator of the food network. Auckland North Community and Development (ANCAD) had played an incubation role in the development of this network, which stemmed from research undertaken and a report prepared and published at the time, during 2023 by ANCAD, titled ‘Food Insecurity in Kaipātiki: Mapping and Analysis’ (July, 2023). This report is available from ANCAD. The purpose of the Report was to analyse the state of food insecurity in the Kaipātiki local government area in Auckland and to propose recommendations to enhance food security in the region.

It was found that factors contributing to food insecurity in the area included “income instability, the impact of the Covid-19 pandemic, consumer isolation, disconnection from soil, and social factors such as gender, marital status and ethnicity.”

The Report went on to say that despite numerous initiatives undertaken, there were concerns over the lack of coordinated action and understanding of the full scope of food insecurity in the region and that the North Shore had limited information on food insecurity and many organisations reported feeling disconnected from others in the food security sector.

Based on the findings, the Report recommended allocating further resources to comprehensively understand the scope and specific causes of food insecurity in the region. It also recommended establishing a comprehensive directory to record all food services in the region and fostering collaboration among existing organisations to ensure no family missed out on the network of support available to them.

ANCAD subsequently initiated the convening and facilitation of the food

network and then handed over organisation for this to Natasha Geo and the Takapuna North Community Trust, as aligning with the Trust’s sustainability objectives.

The Rangitoto Observer article, in their interview with Natasha, went on to say that “collaborating could mean for instance that food banks would become more aware and connected to other services like local community gardens or budgeting services, so they could refer regular food-parcel recipients who might be supported in another way.”

The article mentioned that the food network would be “solution-focused” meeting “once every two months to discuss what they could do to help people access the food they need, with donations a last resort.”

The article goes on to say that “Woolworths New Zealand has given the network over \$25,000 to help with its operations, which Geo will distribute.”

“A future goal of the network” the article reports, in quoting Natasha Geo, is to “build a shared database, with each foodbank recording the same information about its users, so they can see trends in demand.” ●





# Empowering Pacific communities: Progress and future plans



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Talofa everyone! It's been an incredible journey since the beginning of this year, and I'm thrilled to share the remarkable progress we've made in empowering our Pacific communities. Through collaboration, strategic initiatives, and a shared vision of self-sufficiency and sustainable development, we've achieved significant milestones. In this edition, I'll highlight our achievements and outline our plans to continue building on this momentum.

## REFLECTING ON OUR ACHIEVEMENTS STRENGTHENING COMMUNITY ENGAGEMENT

Since January, we've focused on fostering strong connections within our communities. Our regular meet-and-greet sessions, workshops, and drop-in sessions have been pivotal in bringing together community leaders, members, and stakeholders. The positive feedback and active participation we've received demonstrate the effectiveness of these engagements.

For instance, the "Fundraising and Financial Governance and Wellbeing"

workshop held in February engaged 41 participants from 21 organisations. This workshop not only provided valuable insights but also reinforced the importance of financial literacy and governance within our communities. Additionally, our drop-in sessions have offered tailored support, addressing specific needs in governance, funding, and financial management.

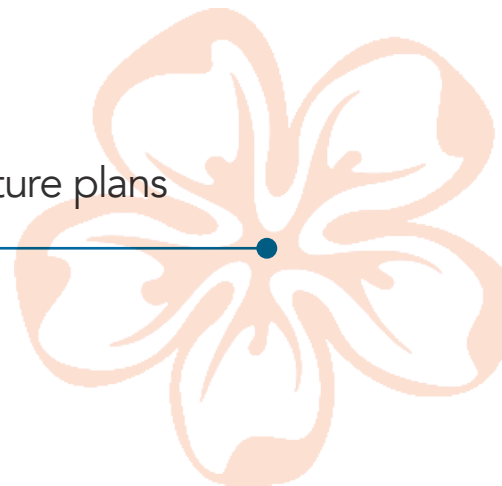
## RESOURCE DEVELOPMENT AND DISTRIBUTION

While we are in the process of developing comprehensive training materials, I'm excited to share that we are working on creating an online portal for Pacific groups. This portal will serve as a central hub for accessing resources, training materials, and workshop details, ensuring that our community members have the tools they need to succeed and thrive independently.

## BUILDING INDEPENDENCE

Our programmes aimed at fostering self-reliance have shown promising results. From skill-building workshops to

# Empowering Pacific communities: Progress and future plans



community-led initiatives, we've empowered individuals to take charge of their growth and development. One notable initiative is the expansion of our drop-in sessions to more locations throughout the Auckland region. For example, the Tamaki Community Development Trust has graciously agreed to host sessions, increasing accessibility for Pacific organisations based in South and East Auckland.

## ENSURING SUSTAINABILITY

Sustainability is at the heart of our efforts. By establishing practices and resources that support ongoing, independent community development, we're ensuring long-term growth. Our strategic planning sessions and workshops are designed to equip our communities with the knowledge and skills needed to maintain and build upon their successes.

## LOOKING AHEAD: STRENGTHENING OUR FUTURE

### ENHANCING PROGRAMME DELIVERY

Moving forward, we will continue to refine and enhance our programme delivery. By implementing a detailed programme delivery schedule and performing regular audits, we can ensure that our initiatives are delivered as planned and achieve their intended outcomes. We will also introduce specific metrics to measure the success of

our workshops and planning sessions, allowing us to continuously improve and adapt our strategies.

### IMPROVING REPORTING AND COMPLIANCE

Transparent reporting and compliance are crucial for our success. We will maintain regular reporting intervals and ensure comprehensive coverage in each report. Additionally, we'll implement feedback mechanisms to gather insights from our community members and stakeholders, enabling us to make informed decisions and adapt our strategies based on real-time data.

### FOSTERING STRONGER RELATIONSHIPS

Strengthening our relationships with internal and external stakeholders remains a priority. We will continue to engage with contractual partners, funding partners, and community organisations to build a robust network of support. Our aim is to create a collaborative environment where everyone's contributions are valued and recognised.

### SETTING CLEAR FUTURE GOALS

To ensure continuous progress, we will set clear, SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals for future initiatives. These goals will guide our efforts and provide a roadmap for achieving our vision of empowered, self-sufficient Pacific communities.

The journey so far has been incredibly rewarding, and I'm excited about the future. Together, we've made significant strides in empowering our Pacific communities, and with your continued support, we'll reach even greater heights. Let's keep inspiring, motivating, and connecting with each other to build a brighter, more resilient future for all.

I would like to extend my heartfelt gratitude to my incredible team at ANCAD—Fiona, Simon, Glen, Eva and the Board—whose unwavering support has been instrumental in our progress. I also want to thank Pale Sauni, Stephanie Maitland, and Mark Spooner for their invaluable guidance, expertise, and generosity in helping me reach where I am today. A special thank you to our funders, particularly Foundation North, for their crucial support. Most importantly, I want to acknowledge the Pacific community, whose support is the foundation of our work and without whom this role would not exist.

Thank you for being a part of this journey. Let's continue to work together, share our successes, and support each other as we move forward. ●

**Malo le soifua.**

**Clark Tuagalu**

**Pacific Peoples Capability Lead,  
ANCAD**





**FREE**

# PLANNING AND IMPLEMENTING A SUCCESSFUL FUNDRAISING EVENT

For NFP Pacific groups and those working with Pacific peoples.

Regardless of the size of the event – dinner for 500, a golf tournament for 200 or a sausage sizzle outside a local store, you need to organise it and organise it well, making sure you have all your bases covered. This session will include information on different types of events and give you information to help you to plan and implement a successful fundraising event.

**Presenter:** Stephanie Maitland, Maitland and Associates

**Date:** Tuesday 16 July 2024

**Cost:** FREE

**Venue:** Whau Pasifika, 50a Rosebank Road, Avondale

**Time:** 10am to 12 noon

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COMMUNITY ACCOUNTING

# ROLE OF THE TREASURER

For all Board members and new treasurers or those thinking about the treasurer role. Plus, plenty of helpful tips and practical take-aways.

**Presenter:** Mark Spooner (Chartered Accountant, Insight Accounting)

**6:30pm to 8:30pm | Wednesday 31 July 2024**

**Venue:** Mt Roskill War Memorial Hall (Freyberg Room) | **Cost:** FREE

For more info and to register, please email [simon@ancad.org.nz](mailto:simon@ancad.org.nz) or visit: [LiiFT.nz](http://LiiFT.nz)



# Having an Emergency Readiness Plan

By Trish Deans, Chair of Devonport Peninsula Emergency Group

The Devonport Peninsula Emergency group has released its Emergency Readiness Plan and you can download this from <https://www.dpt.nz/> This Readiness Plan offers advice for minimising possible hazards, preparing households and supporting our local community to connect and coordinate, as needed.

Do you have a household plan? Have you thought about what you will need? Where will you get information?

This Readiness Plan can easily be adapted by other community groups, some tweaks need to be made and safe places (hubs) need to be identified within your local area, then you will have a Readiness Plan. Our Devonport Peninsula group can assist you.

The Devonport Peninsula Emergency group has worked with the Auckland Emergency Management (AEM) team to produce this guide. We have attended AEM workshops, and they support having a grassroots organisation become part of the wider Auckland

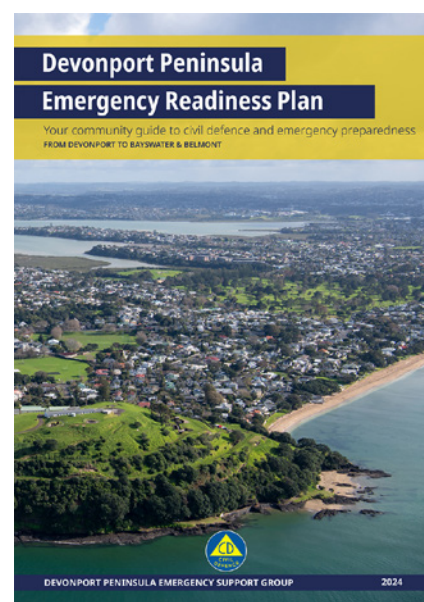
Emergency response. Our group is very careful not to give the false impression that we are first responders and we are carefully educating our community about preparedness.

Our local group has identified seven community hubs in which volunteers can allocate, distribute and use local resources to sustain the community during an emergency. The Devonport Peninsula Emergency group will assess the scale of the event and decide which Emergency Hubs will be opened.

Our group now meets with a wider group – Auckland North West Community Emergency Network – this network of community leaders has formed as we recognised AEM cannot respond to every call for help, and they will need to prioritise their responses.

Download your copy of this readiness guide as we rely on residents having access online. We will print copies for those who don't have access to online connections. ANCAD is helping our group raise the funds to cover these costs.

What our group is bringing to your attention is that every household needs to have a plan. Our group has also conveyed to Auckland Council that grassroots community groups needed to become part of the Auckland Emergency Management Plan. ●

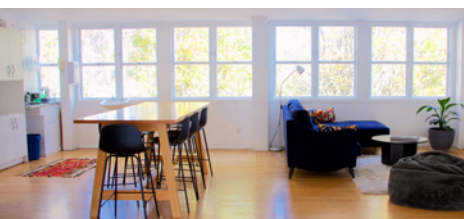






# Devonport Community House: Fostering connection, belonging, and sustainability

By Gemma Dickinson, Community House Manager, Devonport Community House



The Devonport Community House stands as a testament to the power of community spirit, with a vision deeply rooted in creating a sense of connection and belonging for all. This mission is embodied in every initiative, including the recent launch of a dedicated Youth Space, an endeavour that highlights the hard work and commitment of staff and volunteers.

The Youth Space, now open on Tuesdays and Thursdays from 4pm to 7pm, is a haven for young people on the Peninsula. It features a large table for study and meetings, a cosy lounge area with a Smart TV and Playstation, board games, a book swap, and a kitchenette. Each session is generously supplied with snacks and drinks, fostering a welcoming atmosphere where youth can relax, learn, and connect.

Gemma Dickinson, the Manager of Devonport Community House, has a personal stake in this initiative. Growing up in Devonport herself, Gemma understands the limited facilities available for youth in the area. Her dedication to the community is evident as she works to ensure that all age groups feel represented and

take ownership of the House. "It's crucial that everyone feels a sense of belonging here," she says, underscoring the inclusive ethos of the House.

Sustainability is another core passion at the Devonport Community House. For over 25 years, it has been home to the Devonport Toy Library. "In a time when consumer habits are creating a huge amount of waste, the Toy Library caters to our local families by offering a wide range of toys for children without the huge cost and waste element of every family having to individually purchase items. It's a true reduce and reuse service," Gemma explains.

The House also hosts an annual adult clothing Swap Shop, attracting people from across the peninsula and beyond. Participants bring in their pre-loved clothing and swap for new items, refreshing their wardrobes without breaking the bank and on clothing waste. Additionally, the annual Kids Market and Swap Shop is a much-anticipated event where local children rent tables to sell their old toys and books. "It's such an exciting and fun



## Devonport Community House: Fostering connection, belonging, and sustainability

event,” says Gemma. “Not only does it give the kids some extra pocket money, it helps them enhance their developing maths and communication skills.” She laughs, adding, “Many of the children sell items and then buy from other kids’ tables, creating a bit of a circular economy.”

This year has seen significant refurbishments throughout the large building, making it more inviting and comfortable. The Kauri Hall, a central feature of the House, is now a versatile space perfect for celebrations and events, equipped with a PA System, a Projector, a Grand Piano, and Mirrors. This space, like the rest of the House, is available for hire and is designed to be welcoming to people from all cultures.

Additional facilities include a meeting room off the kitchen with a Smart TV, a mezzanine lounge, a courtyard with a basketball hoop, a small upstairs meeting room with an upright piano, and a large art space. These varied spaces ensure that there is something for everyone, reinforcing the House’s

commitment to inclusivity.

One of the standout events on the Devonport Community House calendar is the annual Matariki celebration. This year, the team has organised a community event featuring lantern making, a Hikoi up Takarunga (Mt Victoria), and a community sit-down Hangi dinner with live music and kapa haka. The Matariki Tamariki event is another highlight, providing the littlest community members with activities to celebrate the Matariki New Year.

The Devonport Community House already plays host to many regular hirers who are professionals in their fields. Kauan Gracie, from the prestigious Brazilian Jiu-Jitsu Gracie family, runs Jiu Jitsu classes for children. Former competitive cyclist and Les Mills RPM founding instructor Sarah Ostergaard conducts Mum Squad and Seniors Get Fit classes. “There’s something for everyone,” says Gemma. “Tai Chi, Art Classes/Groups, Music classes for little ones, Playgroup, Ukulele Group, Karate, Dance Classes. I feel very privileged

to be surrounded by so many talented and wonderful people. Every day is different and you constantly meet such interesting people—it makes it such a fulfilling place to work.”

As the Devonport Community House continues to expand its offerings, the vision remains clear: to create a space where everyone in the community can feel connected, at home, and inspired to live more sustainably. Whether through the new Youth Space, the versatile Kauri Hall, or the enriching Matariki celebrations, the House is a beacon of community spirit, working tirelessly to foster a sense of belonging and enriching the local communities lives. ●





**Y DEVONPORT COM HOUSE**

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**SPACE**



**TUES + THURS 4PM - 7PM**

**UPSTAIRS IN THE PŌHUTUKAWA ROOM**

**space suitable for 13 - 17YO**

**exclusive space for youth to study, socialise,  
create and relax**



I N F O R M A O T E A R O A I N S P I R E

ANCAD’s training programmes for community groups and the not-for-profit sector



**SIMON RITCHIE**

*Training and Capability Lead*

*simon@ancad.org.nz*

*0800 426 223*

*(0800 4ANCAD)*

The Auckland North Community and Development (ANCAD) Professional Development Programme is known as **LiiFT AOTEAROA**.

LiiFT AOTEAROA seeks to both inform and inspire – that’s why there are two ‘i’s in LiiFT.

ANCAD’s vision is to see community and For Purpose/NFP groups LiiFTED and strengthened through offering relevant and affordable capability-building courses, presented by top, professional consultants and facilitators, just as we have been doing for many years now, with the fantastic support of The Tindall Foundation and now also with Foundation North and the Four Winds Foundation.

The two ‘i’s in LiiFT also represent, in imagery, two stick figures and stand for people partnership and collaboration as key ways of fostering growth, harmony and resilience.

The remaining letters ‘LFT’ stand for ‘Learning for Today’ as we seek to respond to community need with relevant and timely courses as well as looking to the future in supplying the latest, helpful resource and training.

Our hope is that many will benefit and build on the good works they are already doing for the sake of community in Aotearoa.

For detailed information about course content go to the ANCAD Training website found here:

[www.liift.nz](http://www.liift.nz) ●





Here are some of the recent, in-person workshops put on by ANCAD's LiFT Aotearoa programme

Navigating structures: Setting up societies and community trusts in NZ workshop, held in Glenfield.



Strategic grant seeking and writing workshop, held in Browns Bay.



Navigating board governance: Essential skills for not for profit leaders, held at Shore Junction, Takapuna.



Essential First Aid workshop, held in Glenfield.





The gift of Matariki; Bringing change and growth to us and our organisations, held in Glenfield.





# GOVERNANCE MATTERS

**FREE**

## Principles of Governance

Short sessions on specific topics. A series of Zoom sessions focused on governance principles for Boards or committees of NFP organisations in New Zealand.

**Presenter: Carol Scholes, Overview Effect**

**Cost: FREE | Zoom | 6:30 pm to 7:45 pm**

**For more info and to register, please visit: [LiiFT.nz](http://LiiFT.nz)**

### **FEBRUARY 13**

The difference between governance and management

### **MARCH 12**

Legal responsibilities of Boards

### **APRIL 16**

How to get ready for the Incorporated Societies Act

### **MAY 7**

Health and safety and the Board's role

### **JUNE 4**

The Board's role in financial oversight

### **JULY 23**

Cybersecurity and digital leadership from a governance perspective

### **AUGUST 13**

Decision-making in Boards/committees

### **SEPTEMBER 3**

Effective meetings –how to have a good Board/committee meeting

### **OCTOBER 8**

Handling difficult Board members

### **NOVEMBER 12**

Recruiting and inducting new Board members



INFORM AOTEAROA INSPIRE

[www.LiiFT.nz](http://www.LiiFT.nz)



# RESOURCING LEADERS IN TIMES OF CHANGE

A series of meet-ups via Zoom, every two months with Professional Development.

Hear from a presenter and each other on topical issues.

**Resourcing Leaders in Times of Change** is a bi-monthly Zoom meet-up for Leadership and those with leadership responsibilities in the NFP community/organisations.

Receive professional development around a 'Topic of the Day' from top, professional consultants/facilitators as well as connect with and talk with other community leaders in break-out rooms.

Topics will vary across the year. Discuss issues and topics of importance to you.

Cost: \$25 | Zoom

Time: 10:00am to 11:30am

For more info and to register please visit: [LiiFT.nz](http://LiiFT.nz)

**Bi-monthly series**

**8 FEBRUARY**

**10 APRIL**

**19 JUNE**

**8 AUGUST**

**3 OCTOBER**

**\$25**

**(subsidised)  
per session**

**HOT  
TOPIC**

**LiiFT**

INFORM AOTEAROA INSPIRE

[www.LiiFT.nz](http://www.LiiFT.nz)

# Ask the Experts/Talanoa Together sessions held out in community

ANCAD has organised free to access, drop in and pre-booked sessions for NFP community groups and organisations, to come along and 'Ask the Experts' and 'Talanoa Together' over any matters to do with supporting their group, such as with governance and management, funding and fundraising, finances and accounting.

ANCAD has been able to put these sessions on, out in the community, with funding support from the Devonport-Takapuna Local Board and the Hibiscus and Bays Local Board. Pacific peoples in NFP groups are also able to be reached through funding support from Foundation North.

Should you or your group wish to attend one of these sessions then email [simon@ancad.org.nz](mailto:simon@ancad.org.nz) for more information. ●

Held at the Sunnynook Community Centre, Sunnynook. | 2 May 2024



Held at Heart of the Bays Community Centre, Browns Bay. | 9 April 2024



Held at Shore Junction, Takapuna. | 13 June 2024





# ASK THE EXPERTS

Cake & Catch-up for NFP groups in the area

FREE advice  
with governance,  
management,  
funding and  
finance

FREE opportunity for NFP groups and organisations in the Devonport-Takapuna Local Board area to book a half hour session with us to speak with one or more of our ANCAD experts, at a venue near you. We offer practical, one on one advice on matters to do with: Managing your finances, securing your funding and fundraising, and governance and management matters. For all other matters, we can offer support and direct you to one of our other consultants. Come along and have some cake and catch up!



**Date:** Thursday 25 July 2024 | **Time:** 4pm to 6pm

**Venue:** ANCAD office, Upper floor, Takapuna Community Services Building (next to the Takapuna Library) 7 The Strand, Takapuna.

Organised and hosted by ANCAD. Supported and funded by the Devonport-Takapuna Local Board.

**BOOK IN YOUR TIME WITH US NOW!**

**Email:** [simon@ancad.org.nz](mailto:simon@ancad.org.nz) or phone 0800 426 223 or 0210 798 758 for more info or to let Simon know if you are keen to attend this Ask the Experts session and to book a slot between 4pm and 6pm that suits.

# TALANOA TOGETHER

FREE  
advice with  
governance,  
management,  
funding and  
finance

FREE opportunity for Pacific NFP groups and organisations or those working with Pacific peoples in the community. We offer practical, one-on-one advice on matters to do with: Managing your finances, securing your funding and fundraising, and governance and management matters. For all other matters, we can offer support and direct you to one of our other consultants. Come along and have some cake and catch up!



**Date:** Thursday 25 July 2024

**Time:** 4pm to 6pm

**Venue:** ANCAD office, Takapuna Community Services Building, Upper floor, 5 The Strand, Takapuna. Take the outside stairwell or the lift found on the library level.

Organised and hosted by ANCAD. Funded by Foundation North.

**Contact:** Clark Tuagalu on [clark@ancad.org.nz](mailto:clark@ancad.org.nz) to book your time.

# When fundraising isn't your only task!

by Stephanie Maitland, Maitland and Associates



People donate to organisations they know about and to organisations that are meeting a need in the community. It's important to tell people what your organisation does, what need you are meeting and the difference you want to make or are making. This is tricky to do when you are the only staff member, work part-time, or there is only you and a couple of volunteers.

You are not alone, for many smaller organisations, staff members or volunteers are often responsible for many things and can wear a lot of hats.

It can be hard to prioritise tasks as there never seems to be enough hours

in the day to get everything done. This can often mean that, although fundraising is on the list, it doesn't always spend a lot of time at the top of that list.

We're all busy. We all have balls to juggle, some are made of glass, others rubber. It's OK for the rubber ones to fall, they will bounce. You can let them bounce until you're ready to pick them up again or, even better, you can bounce them off to someone else.

With fundraising, there are deadlines e.g. your annual application to a key funder. You can't miss this deadline, so don't drop this ball.

You need to try and make it easier

for yourself. At a quieter time of the year for you, take the time to get ready for the months ahead, it will be worth it.

## **YOU COULD DO THE FOLLOWING:**

- Plan who you will apply to, for what and when. Put this into Outlook, on your wall planner and/or in your diary to remind you. This will decrease your chances you will miss a deadline.
- Register for funders with online applications now, not when you want to apply, as they can take time to process your registration.
- Get the documents all funders ask for, scan them to your computer,



# When fundraising isn't your only task!

- ready to upload to applications.
- Get the answers to standard questions about your organisation ready, short and long versions, to allow for word or character limits.
- Get your letters of community support updated.
- Create a simple document with your organisations key information e.g. your bank account number, GST number, Charities Services registration and online passwords for funders.
- Update your thank you letters so you have a selection ready, depending on the amount donated and the frequency of the donations. Do you have a Give-a-Little page? Update the automatic thank you letter/message that is sent.
- Check that the information about your programmes and services and your need to raise money is current on your website and social media pages. Do you have a 'Donate

Now' button or your bank account details available? How easy is it to donate to your group?

## OTHER SUGGESTIONS

### TO HELP INCLUDE:

- Can you get volunteers to help you? Can you get a group of volunteers together to organise a small event e.g. a movie night? Do you have a couple of volunteers that, with training, could go and speak to your local Rotary and other service clubs, about your organization, to help raise awareness? Would your committee/board members be willing to come to a meeting 15 minutes early and make a couple of phone calls to donors/funders to say thank you? Could your Chairperson write a few thank you cards?
- Can you (or a volunteer) create a simple A5 or A4 sized flyer about your organisation, what you need, how to donate or volunteer and

have available to people when they come in? For staff to give when they are out and about. Take with you on your daily (weekly, monthly!) walk and put in letterboxes as you pass by. You can't assume everyone is online, paper still works.

- Do you have a colleague in another organisation you can meet with monthly or bi-monthly to vent, share problems, be a sounding board for you? Would a mentor be useful to help ease the mental load?

What I learned when I was a one-person office, was that I needed to be very clear what my priorities were and to focus on the important 'glass balls' that need to be done to meet my organisation's goals. Planning was key, preparation crucial and asking for help wasn't a weakness. Asking for help shows signs of strength, confidence, and resourcefulness. Good luck. ●



# 2024

## FUNDING GUIDE

# ANCAD'S 2024 FUNDING GUIDE



**Featuring funders of:**  
community | environment |  
education | social services | culture |  
sport | health | arts

**AVAILABLE  
NOW**

The **2024 Funding Guide**  
is available for you to  
purchase from  
the ANCAD website at  
[www.ancad.org.nz](http://www.ancad.org.nz)  
under the SHOP tab.

### PDF

**\$25 (incl. GST)**

Download straight away from the  
payment confirmation page.

### PRINTED HARD COPY

(44 pages)

**\$45 (incl. GST) plus postage**

Maximum that can be ordered is two. For bulk  
orders of hard copies (more than two) contact  
Simon directly at [simon@ancad.org.nz](mailto:simon@ancad.org.nz)





# FUNDING FORUM

**Thursday 12 September 2024**

**10am to 12 noon**

**Online via Zoom**

Do you apply for grants? Are you in need of funding? Then you need to attend ANCAD's Funding Forum where we bring the funders to you!

Hear directly from the funders and get your questions answered! This session is ideal for anyone seeking funding for their organisation or is involved with an organisation that needs to seek funding.

For more info and to register, please visit: [LiIFT.nz](https://LiIFT.nz)

**FREE**



**AUCKLAND NORTH  
COMMUNITY AND DEVELOPMENT**  
Te Runanga Ratonga Hapori o Te Raki-Pae-Whenua

**LiIFT**

INFORM AOTEAROA INSPIRE

# Community and connection at Meadowood Community Centre

by Sian Bonner, Centre Manager, Meadowood Community Centre



Above: Jorgelina Perez (centre) from Auckland Contemporary Singing School has fun with an Argentinian Folkdance Troupe at the Cultural Celebration Day.

Below: People browsed the Mindful Kids, Kid-Preneur Market in the foyer of Meadowood Community Centre



The Unsworth Heights and Meadowood area is vibrant with people from different migrant communities. So many of these international groups use the Meadowood Community Centre as a space to meet up and connect with one another.

We have a social group from Armenia that gather here every month. The North Shore Japanese Playgroup runs weekly on a Friday morning, as does Musik Garten (a music group for Korean preschoolers). Chiquititos is a playgroup for the Latin American/ Spanish community.

For many years we have also enjoyed having a Russian Orthodox School, and Al Hoda, an Islamic School, run classes from this Com-

munity Centre.

The diverse range of people living in New Zealand was highlighted in the “World of Cultures” celebration day that Meadowood Community Centre hosted on 7 April. People from all over the world gathered in the house to share their music, food, language and art with others.

We enjoyed the live performances of songs sung in different languages, of dancers showing us their cultural dress and expressions, making origami, smashing pinatas and of course, eating delicious food.

It was a wonderful, multicultural event that celebrated community and connection between people from diverse backgrounds. ●



ANCAD TRAINING | ZOOM WEBINAR

# 10 STEPS TO MARKETING YOUR NFP ORGANISATION

**Presenter: Alecia Hancock, Alecia Hancock Consulting**

**Thursday 15 August 2024 | Cost: \$50 | Zoom webinar**

**12:00 pm to 1:15 pm**

**For more info and to register, please visit: [LiiFT.nz](https://www.LiiFT.nz)**

ALECIA  
Hancock  
CONSULTING

LiiFT

INFORM AOTEAROA INSPIRE

[www.LiiFT.nz](https://www.LiiFT.nz)

# Welcome to the future: Insights and opportunities for not-for-profit leaders

by Sandy Thompson, LEAD Centre for Not for Profit Leadership

As we step into a world reminiscent of the Jetsons, we realise that many aspects of their futuristic world have come true (for those born at the turn of this century and beyond, the Jetsons is a beloved 1960's TV show set in the future and that once seemed like pure fantasy). From video calls and smart homes to robotic assistants and self-driving cars, the future is here. But what does this mean for the not-for-profit sector?

Emerging technology changes are reshaping how NFPs operate, driven by advancements in AI, the increasing importance of cybersecurity, the integration of blockchain technology, the rise of remote work, and the growing focus on data-driven decision-making. These factors are not just trends; they are transformative forces that NFP leaders must understand and harness to stay relevant and effective.

It's imperative for NFPs to embrace technology or risk being left behind. This isn't just about staying current; it's about staying viable. Here are some examples of how being current with technology leads to greater organisational viability:

- 1 **Enhanced Efficiency:** Automation and AI reduce basic admin tasks, allowing staff and volunteers to focus on higher-value and strategic work.
- 2 **Improved Security:** Advanced cybersecurity measures protect sensitive data from breaches and attacks, which is crucial for maintaining trust with funders and the communities we serve
- 3 **Better Engagement:** Digital tools facilitate more effective communication and engagement with stakeholders, increasing our transparency and fostering involvement.

- 4 **Increased Funding Opportunities:** Tech-savvy organisations are better positioned to leverage online fundraising platforms and grants, which often require digital competence.
- 5 **Data-Driven Decisions:** Social Investment is back on the agenda. This means a need to access real-time data analytics to inform decision-making and strategic planning to ensure and demonstrate resources are used efficiently and effectively.

Join us for LEAD's upcoming cybersecurity workshop to learn how to protect your organisation's digital assets. Cybersecurity is more than safeguarding your finances, it is essential for NFPs given we often handle sensitive information, such as membership details, donor personal information, and client data. A breach can lead to a loss of trust, legal issues, and significant financial costs. By implementing robust cybersecurity measures, NFPs can safeguard their operations and maintain the confidence of their stakeholders.

Also, mark August 15th on your calendars our online ChatGPT workshop, where we'll show you how to use AI to revolutionise your operations. ChatGPT can assist organisations in various ways, such as automatically directing inquiries, providing insights based on data analysis, drafting communications, creating online content, and curating reports for decision-making processes. It can even analyse your financials and create a dashboard for your board meetings! This tool can enhance productivity, allowing managers to focus on strategic initiatives and human-centric tasks. More details to come.

If you would like to join in on what other organisations are connecting with in the digital world,



# Welcome to the future: Insights and opportunities for not-for-profit leaders

check out the NZ Navigators Trust Digital Stuff We Love site. Want to learn more? Info Exchange, a technology for social justice NGO, conduct an annual survey to build a comprehensive review on the state of technology use in the not-for-profit sector in Aotearoa/NZ and Australia.

NFPs have a crucial role in monitoring and advocating for regulations that impact technology use for both organisations and the communities we work with. Staying informed and proactive ensures that these regulations support, rather than hinder, our missions. Lobbying for change is vital because it allows NFPs to influence policies that affect their operations and the communities they serve. Effective lobbying can lead to more favourable regulatory environments, increased funding opportunities, and broader societal impact. Don't miss Garth's lobbying workshop, which will equip you with the skills to influence policy effectively. This workshop is not just for ensuring we are participating in decision making about technology use but will upskill you to have a voice in all areas that impact on individual and community wellbeing.

The growth in technology doesn't just impact on how we go about our work – it hugely influences the experience and worldviews of the staff and volunteers who now dominate our workforce. Managing a multigenerational workforce in a community organisation presents unique challenges and opportunities with Boomers, Gen X, Millennials, and Gen Z each bringing distinct strengths and expectations:

These differences are a result of the distinct social, economic, and technological environments each generation grew up in. Boomers experienced post-war economic stability and a hierarchical workplace structure; Gen X grew up during economic uncertainties and witnessed the rise of dual-income households; millennials came of age during the digital revolution; and Gen Z has grown up with digital technology, environmental awareness, taken for granted transparency, and social diversity as the norm.

New generations, with their digital fluency, environmental consciousness, and desire for meaningful work, are reshaping the workplace. The current narrative is that they need specific support from their organisation's managers and leaders. I, however, believe that Millennial and Gen Z team members have simply made good leadership practice visible and an absolute necessity. A review of the literature argues the following leadership requirements for these generations. Surely this is the leadership all generations need to thrive?

- 1 Transparent Communication: Being open about organisational decisions and changes. For example, explaining why final decisions were made even though consultation raised different perspectives. Information is everywhere and technology creates an expectation of transparency. A good reflective question for leaders is "Why wouldn't I share this information?"
- 2 Empathy and Support: Showing understand-

Generation	Birth Date Range	Attitudes	Behaviours
Boomers	1946–1964	Loyal to employers, value stability	Prefer face-to-face
Gen X	1965–1980	Independent, value work-life balance	Adaptable to change, mix of tech-savvy and traditional
Millennials	1981–1996	Purpose-driven, value flexibility and feedback	Digital natives, collaborative
Gen Z	1997–2012	Environmentally conscious, value diversity and inclusion	Highly tech-savvy, prefer digital communication

# Welcome to the future: Insights and opportunities for not-for-profit leaders

ing and providing support for personal and professional challenges. For example, provide mentoring or coaching opportunities. Establishing a system for pulse-checks to provide space for feedback on everyone's experiences of the organisation and their needs.

- 3 Purpose-Driven Leadership: Connecting all work to the larger mission. For example, highlighting how a staff member or volunteer's particular role contributes to the organisation's impact on the wider community. Most important - this is the not-for-profit sector's strategic opportunity to attract talent!
- 4 Flexibility and Adaptability: Offering flexible working conditions and being open to new ideas. For example, allowing remote work options and genuinely considering all innovative suggestions. Making availability and in person attendance expectations clear from the onset and negotiating to meet individual flexibility needs.

- 5 Continuous Learning and Development: Providing opportunities for skill development and career growth. For example, offering workshops, training sessions, and funding for relevant courses. Building in reflection time in workloads.
- 6 Recognition and Feedback: Giving regular, constructive feedback and recognising achievements. For example: scheduling pit stop check-ins for feedback and coaching; and celebrating milestones and successes.

As NFP leaders, our challenge is to adapt, innovate, and lead our organisations through these transformative times. We call on all leaders to embrace the future, harness the power of technology, and champion the diverse talents within your team. This way, we can ensure our organisations and communities thrive. ●





# SMART LOBBYING SKILLS FOR NOT-FOR-PROFITS

Step out of the shadows and become a master of influence. By and large, we don't have the money nor the power to impose or buy the change we want to see, so we have to be smart about lobbying.

Unravel the Enigma and achieve results:

- Dive deep into the mysteries of being a not for profit influencer
- Unveil and harness your natural 'influence style'
- Master the tools for compelling communication
- Learn the most effective strategies for creating impactful change
- Examine the best policy submission in the world
- Reveal the secrets for capturing media attention
- Understand how to leverage the influence you already possess

## AUCKLAND SESSION:

9:30am to 3:30pm Wed 10 July  
(Fickling Convention Centre, 546 Mount Albert Road, Three Kings, Auckland)

## WELLINGTON SESSION:

9:30am to 3:30pm Wed 31 July (Grant Thornton, Level 15, Grant Thornton House 215 Lambton Quay)

## FOLLOW UP SESSIONS:

- PLUS Live on-line followup session on Lobbying Skills (at time to suit most participants)
- PLUS One-on-one free coaching session with each organisation on planning a campaign

## LINK TO REGISTER:

[events.humanitix.com/smart-lobbying-skills-for-non-profits-3-part-workshop](https://events.humanitix.com/smart-lobbying-skills-for-non-profits-3-part-workshop)

Half price for second and subsequent people from the same organisation.

**A PRACTICAL PROGRAMME  
OF SKILLS DEVELOPMENT  
FOR SMART LOBBYING**

# CYBER SECURITY FOR NOT-FOR-PROFITS

HAVE YOU EVER ASKED...

"BUT WE HAVE NO MONEY - WHY ARE THE BAD GUYS  
AFTER CHARITIES AS WELL?!"



In an increasingly digital world, not-for-profits are becoming prime targets for cyber threats.

Join us for a comprehensive course designed specifically for NZ charitable organisations. understand and learn to combat the unique cyber security challenges we face.

## WHAT YOU CAN EXPECT

- Overview of common cyber threats (phishing, ransomware, fraud, data breaches, etc.)
- What exactly are the bad guys looking for?
- Specific examples of threats targeting not-for-profits with a few case studies
- First steps to take to protect your charity, benefactors and donors
- Regulatory requirements in New Zealand, e.g., Privacy Act
- Future steps



**LOCATION** Online Via Zoom

**DATE AND TIME** Wednesday July 17,  
12 Noon to 1PM

**COST** \$45+gst

**LINK** [events.humanitix.com/cyber-security-for-not-for-profits](https://events.humanitix.com/cyber-security-for-not-for-profits)



# 5 minutes with Eva Chen 陳怡華

Community Accounting Programme Lead,  
Ethnic Community Engagement Lead, ANCAD



## What inspired you to work with ANCAD and get involved with the Community Accounting role and how do you hope to make an impact?

What inspired me to work with ANCAD and get involved in the Community Accounting role stems from my extensive experience with migrant community organisations. Through this experience, I have identified that documentation and financial reporting are often significant challenges for these groups. While community leaders are passionate about serving their members, they frequently lack the capacity or capability to maintain proper financial records.

This gap creates a vicious cycle: without adequate financial reports, it becomes difficult for these organisations to secure funding for administrative staff or chartered accountants, which in turn, further hampers their ability to produce the necessary financial reports for future funding applications. By working with ANCAD in the Community Accounting role, I aim to break this cycle.

My goal is to empower community organizations by providing the support they need to maintain accurate financial records, ultimately helping them to secure the funding necessary to sustain their valuable work.

## How do you see your skills and expertise contributing to the success of ANCAD's vision for not-for-profit and community groups?

My skills and expertise will significantly contribute to the success of ANCAD's

vision for not-for-profit and community groups. I excel at connecting people and have strong relationships with grassroots community organisations. By leveraging these connections, I can facilitate collaboration and coordination among various stakeholders.

My contribution to ANCAD's vision includes bringing people together and coordinating projects that aim to enhance financial and governance frameworks. This will help not-for-profit and community groups build stronger, more sustainable organisations.

## What has been your involvement with any previous community service efforts and how have these shaped your perspective?

My involvement in previous community service efforts has been extensive and diverse. I have actively participated in initiatives such as distributing COVID food parcels, running vaccine campaigns, and working on family violence and teenager suicide prevention programs. These experiences have profoundly shaped my perspective, highlighting the importance of addressing various community needs holistically. Through these efforts, I have learned the value of empathy, collaboration, and proactive support in creating meaningful and lasting impacts within communities.

## What is a quirky fact or something interesting about yourself that not many people know?

As a Chinese woman, an interesting

and quirky fact about me is that I don't cook. However, I am good at finding excellent ethnic catering options!

## What is your "happy place"?

My "happy place" is spending time at home with my kids and being actively involved in the community with people.

## If it was possible, what superpower would you wish to have?

If it were possible, I would wish for the superpower to cook a proper meal and produce an excellent work report in a very short amount of time.

## What things motivate and drive you forward?

I am motivated and driven by the desire to see our youth thrive in a fair and equitable environment, to help our people settle more comfortably in New Zealand, and to provide greater support to our vulnerable communities.

## What people, things or situations have made a lasting impression on you?

Diverse cultural performances, people helping one another, and newborn babies have all made a lasting impression on me.

## If you have any spare time – what do you like to do?

In my spare time, I love to travel.

## What is your favourite go-to meal to make at home?

I don't / can't cook, but I love all ethnic authentic food ●

# Community Accounting

## Connecting cultures and community



**EVA CHEN**

**陳怡華**

*Community Accounting  
Programme Lead,  
Ethnic Community  
Engagement Lead*  
eva@ancad.org.nz  
027 260 2291  
0800 426 223  
(0800 4ANCAD)

The first half of 2024 has been marked by a series of engaging cultural celebrations and community events, including Lunar New Year, Ramadan, Auckland Council's World of Culture, Eid Celebrations and Matariki. These occasions serve as important gatherings where people eagerly anticipate reconnecting with old friends and making new ones amidst their busy lives.

I've made a concerted effort to accept every community invitation, recognising that each one represents the trust and relationships built from the past. It's been truly rewarding to witness the growth and vibrancy of our ethnic communities in their own spaces.

Participating in the Community Accounting Programme has been a novel experience for me. I never realised how knowledge and passion could empower individuals and communities until I became part of the programme.

It equips people with diverse passions to support their communities using professional knowledge, helping them establish sustainable frameworks.

This enables community advocates to present their work in a more structured and accountable manner.

I've found the work incredibly fulfilling and have learned a great deal from the program.

I extend my heartfelt thanks to the team for guiding me every step of the way. ●



Ministry of Ethnic Communities forum.



Above: Auckland Council World of Culture, Ramadan Expo

Left: Wellington Police National Headquarters.



**COMMUNITY  
ACCOUNTING**





Auckland Council Long Term Planning Participatory forum.



Auckland Council Long Term Planning forum.



Auckland Council Long Term Plan, Auckland Conversations event.



Auckland Council Long Term Plan, Auckland Conversations event.



Wellington Kapuia Hui.



Census Data session.



NZ Ethnic Women's Trust.



West Auckland Ethnic Group.



NZ Ethnic Women's Trust.



Wellbeing Charitable Trust.





Auckland Council World of Culture, Dragon Bonsai Day.



Chinese Youth Culture group.



Ethnic STEM Expo.



Belong Aotearoa shared lunch.



Eid, APNA TV.



Afghani Eid.



Football Fest, Connecting Communities Through Football.



Culture Fest, Mihi Whakatau.



Taiwanese Women's Association.



Chinese North Shore meeting in the ANCAD office.



# Community Accounting

Community Accounting is a free and confidential service which offers support and assistance on accounting matters to small and medium community organisations within Aotearoa.

## WHO IS THIS SERVICE FOR?

Community groups, including sporting, cultural and social service agencies, are able to access this service free of charge.

- Struggling with your charities finances?
- Need help understanding the treasurer's role?
- Having difficulty completing your annual return and performance report?
- Need help understanding the financial responsibilities of a Governance Board or Committee?
- Unsure what financial and non-financial resources are available to assist your charity?
- Experiencing difficulty working with your accounting software or looking to purchase?

## HOW DOES IT WORK?

- Community Accounting provides community groups in Aotearoa with free and confidential assistance on accounting matters.
- Teams made up of senior accounting students from Massey University provide assistance under the supervision of a Chartered Accountant.
- This provides accounting students with practical experience and encourages increased involvement in the local community sector.

## WHAT DO YOU NEED TO DO?

**Step 1:** Register your organisation's interest in receiving assistance from Community Accounting.

Email [eva@ancad.org.nz](mailto:eva@ancad.org.nz) or phone 027 260 2291.

**Step 2:** Give some indication of the type of assistance your organisation is looking for.

*Please note:* The matters on which students can advise will be limited to:

- Good practice and general accounting principles relevant to the not-for-profit sector.
- Assisting with document completion/form filling where appropriate.
- More detailed or complex queries will be referred to local Chartered Accountants.

Community Accounting is supported by the following organisations:

Auckland North Community and Development (ANCAD) | Department of Internal Affairs | Massey University | Foundation North | Auckland Council | Charities Services | Chartered Accountants Australia and New Zealand | RSM



### COMMUNITY ACCOUNTING

Eva Chen 陳怡華  
Programme Lead

0800 426 223 | 027 260 2291  
[eva@ancad.org.nz](mailto:eva@ancad.org.nz)



COMMUNITY ACCOUNTING



AUCKLAND NORTH  
COMMUNITY AND DEVELOPMENT  
Te Runanga Ratonga Hapori o Te Raki-Pae-Whenua

# GOVERNANCE AND LEGISLATION

## Incorporated Societies by Fiona Brennan, General Manager, ANCAD



Incorporated Societies are membership-based organisations and may have charitable purposes or not for profit social, or community purposes. Incorporated societies can operate with a charitable purpose and register with Charities Services. An incorporated society can do many of the same things as an individual — hold property in its own name, enter into contracts, sue, and be sued.

The Incorporated Societies Act 2022 requires organisations to re-register by 2026 and be then subject to the

new regulatory framework.

For more information on law changes please see <https://is-register.companiesoffice.govt.nz/law-changes-for-societies/>

### CHARITABLE TRUSTS

A charitable trust board is a type of incorporated body registered under the Charitable Trusts Act 1957 (see also The Trusts Act 2019). This means that the trustees agree to hold money or assets and carry out activities for chari-

table purposes.

The Charities Amendment Bill 2023 and the Trusts Act 2019 along with new XRB reporting standards align with other legislation and provide a stronger regulatory and compliance framework.

Additionally, groups no longer have the option of incorporating as a society-based charitable trust board under the Charitable Trusts Act 1957.

For information on law changes see <https://ct-register.companiesoffice.govt.nz/>



# INCORPORATED SOCIETIES

## COMPARISON OF INCORPORATED SOCIETIES VS CHARITABLE TRUSTS

In considering options it's important to understand the benefits and implications of each, particularly when it comes to administration, tax status and legal liability.

	Incorporated Societies	Charitable Trusts
Best suited	Not for profit membership based organisation	Organisations carrying out work with charitable purposes.
Legislation	Incorporated Societies Act 1908, 2022.	Charitable Trusts Act 1957 and Trust Act 2019.
For the benefit of	Members and community	Charitable purposes
Minimum numbers	10 members (another Incorporated Society can count as 3 individual members)	1-2 individuals
Tax	Income not taxed. If registered with DIA as a charity and IRD can claim some other exemptions	Income not taxed. If registered with DIA as a charity and IRD Can claim some other exemptions.
Decision-making	By members at General meetings and/or board/ management committee	By Trustees
Members	Membership rules on joining/ leaving the society.	Trustees appointed under the Trust deed.
Liability	Limited Liability if acting legally in accordance with objects of the society and acting with care, diligence, prudently and not for personal/pecuniary gain.	Trustees may have limited liability. In some cases, trustees may be personally liable. In some cases, the Trust deed will give the Trustees the right to be indemnified out of the Trust's assets/ reserves.
Reporting Requirements	Annual financial statement, changes of rules, office address, register of members to registrar of Incorporated Societies. Additional requirements if registered charities-annual return and financial accounts according to relevant tier reporting standards.	Registered charities-annual return to DIA – charities services and financial accounts according to relevant tier reporting standards.
Winding up and Dissolution/ distribution of assets.	Surplus assets distributed to a non-profit entity with a similar purpose	According to the Trust Deed and/or to another charitable trust, with a similar charitable purpose.

There are a wealth of resources and information to assist organisations in considering an appropriate legal entity structure and the steps to be taken to ensure legislative compliance. We mention only a few here.

### REFERENCES AND USEFUL LINKS

**Department of Internal Affairs  
Charities Services**

<https://bit.ly/ANCADDIA>

**Ministry of Business Innovation  
and Employment New Zealand  
Companies Office**

<https://bit.ly/ANCADMBIE>

<https://bit.ly/ANCADMBIE2>

**Community Law Wellington**

<https://bit.ly/ANCACLW>

# GOVERNANCE AND LEGISLATION

## Building and updating your constitution

by Fiona Brennan, General Manager, ANCAD

Are you an incorporated society? Do you need to review and update your constitution?

The 2022 Act specifies what you must include in your constitution. The NZ Companies office have an online tool for writing or revising your society's constitution that you can work through, step by step — the Constitution Builder - <https://isb.companiesoffice.govt.nz>.

Here's a checklist to ensure your society's constitution covers all necessary aspects:

### 1 SOCIETY'S NAME

- o The name must end with "Incorporated," "Inc." or "Manatōpū."
- o Ensure the name in your constitution matches the one in your application.

### 2 SOCIETY'S PURPOSES

- o Clearly state your society's objectives or purposes.
- o Note that these purposes cannot be for the financial benefit of members.

### 3 MEMBERSHIP

- o Describe how a person or body corporate becomes a member.
- o Include a requirement for members to consent to membership.
- o No need to supply consent copies to the Registrar.

### 4 CEASING MEMBERSHIP

- o Specify how a member can resign or how the society can end their membership.

### 5 REGISTER OF MEMBERS

- o Document how your society will maintain an up-to-date register of members.

### 6 COMMITTEE AND OFFICERS

- o Determine the committee size (minimum 3 officers).
- o Describe the election or appointment process for officers.
- o Define the term of office for each officer.
- o Outline procedures for committee meetings and voting.
- o Specify the quorum required for committee meetings.
- o Decide whether to have a committee chairperson.

### 7 CONTACT PERSON

- o Elect or appoint at least one contact person (up to 3).
- o The contact person handles inquiries from the Registrar.

### 8 FINANCES

- o Include provisions related to controlling and managing finances.

### 9 GENERAL MEETINGS

- o The procedures for calling, holding, voting at general meetings,
- o The intervals between annual general meetings (AGMs).
- o The information to be presented at each AGM (an annual report, annual financial statements, disclosed conflicts of interest).
- o When minutes of general meetings are required to be kept.
- o Whether your society may pass written resolutions in lieu of a general meeting, and if so, how.

### 10 DISPUTE RESOLUTION PROCEDURES

- o Meanings of dispute and complaint and outlining the process.
- o The process for making and hearing complaints.

- o Investigating and determining disputes.
- o The process must be consistent with the principles of natural justice.

### 11 AMENDING THE CONSTITUTION

- o Describe how its constitution may be amended.
- o Every amendment must be in writing,
- o Approved at a general meeting by a resolution passed by a simple majority of the voting members or according to specific majorities laid out in the constitution.
- o Approved by a resolution passed in lieu of a meeting, if permitted.

### 12 DISTRIBUTION OF SURPLUS ASSETS AND WINDING UP

- o Nominate 1 or more not-for-profit entities to which its surplus assets may be distributed if it is liquidated or removed from the register.
- o If your society is registered as a charity, it should distribute surplus assets to an entity that is also a charity with a similar purpose.
- o Nominate a class or description of not-for-profit entity.

### ACKNOWLEDGEMENTS

This summary article draws on a number of resources in the public domain with particular acknowledgements to the New Zealand's Companies office Constitution Checklist. The purpose of the article presented here is to draw your attention to the wealth of resources and information available and to assist you in preparing for your constitution review. For more information and a comprehensive list of requirements go the online checklist: <https://bit.ly/govtnz-constitution>



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## Trees, Neighbours & Shared Driveways...



In general, people whose properties share a driveway:

- have the right to use it
- jointly shares the cost of maintaining and repairing it (for rental properties, this is the landlord's responsibility) and
- must keep it unobstructed (not blocked).

Shared driveways must be kept clear. It is important so that people's access to their homes is not blocked. For example, a tree could have branches overhanging the driveway, or its leaves could be shedding onto the driveway and making it slippery.

If the tree is blocking the access on a shared driveway then the tree owner is responsible for remedying it - for example, by trimming branches that hang over the driveway and block access.

Try to resolve the issue informally with your neighbour first. You can start by talking to them about the situation and try to come to an agreement about how it will be dealt with. For example, your neighbour may prefer to trim the overhanging branches themselves, or they may be happy for you to do it (if you offer to).

If the informal approach doesn't work, and **if you are a tenant**, your first step is to ask your landlord or property manager to sort it out. Your landlord is responsible for ensuring you have "quiet enjoyment" of the rental property.

**If your neighbour is a tenant**, try to get in touch with their landlord or property manager. (For example, if your neighbour is a Kāinga Ora tenant, contact Kāinga Ora.) Tenants must not disturb their neighbours or carelessly damage

the property (this includes the shared driveway). Tenants have responsibilities just as landlords do.

If you and your neighbour are living in a **unit title** (for example, in a block of apartments), you can complain to the body corporate that governs the development. Body corporates have rules about how unit owners deal with each other and use common areas.

If you and your neighbour have a dispute over the use of the common area (such as a shared driveway), check the disputes resolution clause in your **cross-lease** agreement. It should tell you how you should sort out your dispute. For example, it may say that you have to do mediation or arbitration.

When all else fails, you may be able to apply to the Disputes Tribunal to resolve your dispute. They can help where the dispute is about an easement (such as use of a shared driveway), and the easement document says that disputes should be resolved through arbitration.

For more free info, support or advice on tackling any of these or any other issues, please do get in touch with the CAB for 'next steps'.

Find us on the Hibiscus Coast. 09 426 5338  
hibiscuscoast@cab.org.nz | www.cab.org.nz

- Orewa – Orewa Community Centre (between New World & Maccas)  
Mon-Wed, 9:30am – 1:30pm and Thurs & Fri, 9:30am – 3pm
- Whangaparaoa – Manuka Room, Whangaparaoa Library  
Wed, 10am-12noon

### CAB Hibiscus Coast is Recruiting!

Do you like helping people, doing research, untangling problems & making a difference?  
Maybe CAB volunteering is for you. Get in touch to find out more - [hibiscuscoast@cab.org.nz](mailto:hibiscuscoast@cab.org.nz).

## JOIN THE TEAM

Volunteer with the CAB

Find out more at [cab.org.nz](http://cab.org.nz) or call us on 0800 367 222







# CONSULTANCY COACHING MENTORING PROJECT SCOPING

ANCAD offers consultancy, coaching & mentoring and project scoping services.

ANCAD can provide the necessary person or persons skilled at taking you and your group to where you need to go. Together, we find out what your organisations needs and priorities are and then select the right match of consultant, from those we have connections with, to provide the best strategic advice for your organisation.

This can include advice on a range of topics relevant to the NGO and community sector in such areas as governance and management, strategic planning, financial management, or with the setting up of policy, processes and procedures.

We offer a range of free or subsidised services. Talk with us about your own requirements and let's see how we can help. Contact [simon@ancad.org.nz](mailto:simon@ancad.org.nz) or call 0800 426 223



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