

Update

INTERNAL AFFAIRS



Te Tari Taiwhenua

Charities Services
Ngā Rātonga Kaupapa Atawhai

September-October 2013

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Annual Meeting coming up soon



Hello everyone

It's hard to believe how quickly the year is progressing. Here at Charities Services we are already planning for our Annual Meeting, being held on November 27, from 1.30-4.30pm, in Auckland.

This is a great opportunity for us to discuss the issues affecting the sector. The session begins with a forum of speakers, before moving into the formal business and general discussion.

Financial reporting changes for registered charities have been signalled for some time. You may have read our newsflash a couple of weeks ago about the announcement that registered charities with large expenditure are required to have their financial statements either reviewed or audited by a qualified accountant from 2016. This is an example of changes planned to ensure the charitable sector is more transparent.

We will have an update about the extent of these financial reporting changes at our meeting in Auckland. An invitation to attend the annual meeting will make its way to you shortly. I look forward to talking with as many of you as possible.

I'd also like to take this opportunity to urge you to complete the bi-annual fraud survey that's undertaken by BDO, which provides a wealth of knowledge for the sector about strengths and weaknesses in preventing fraud. Just go to the link listed in the story below.

All the best



Brendon Ward
General Manager, Charities Services

Complete your fraud survey



Seminars on legal issues - Wellington

This bi-annual survey has acted as a valuable benchmark for not-for-profit organisations for a decade now, with the results providing insights into the perception and level of fraud in the sector. The BDO Not-For-Profit Fraud Survey assists the sector to carefully plan for future fraud prevention. The survey takes about 25 minutes to complete and will close on October 31, with the results collated and released in the New Year.

You can link to the survey through the BDO website:

<http://www.bdo.com.au/resources/surveys/not-for-profit/bdo-not-for-profit-fraud-survey-2014>

or go directly to the survey on <http://vovici.com/wsb.dll/s/f234g5428f>

Legal seminars for community groups are on offer at Community Law's Wellington office.

Although the series has already started, there are still places at these sessions:

- Te Tiriti o Waitangi, October 14, 5.30-8pm, facilitated by the Community Law team that provides services to Māori.
- Social Enterprises and Fraud and Financial Management, October 21, 5.30-8pm, facilitated by senior policy advisers Diana Suggate and Adrian Shields from the Department of Internal Affairs.

Please email ione@wclc.org.nz to register your interest. The cost is \$30 per session with a light meal and refreshments provided.

Lodge your Fundraising Appeal date



Make sure your organisation's fundraising appeal dates are included on the 2014 New Zealand Charity Appeal Calendar, coordinated by the Fundraising Institute of New Zealand (FINZ) ([see the 2013 online calendar](#)).

The calendar is used by councils throughout New Zealand to book street appeal sites and for scheduling other events. Inclusion is free to all charities: Submission deadline is 5pm, October 15.

Send the name of your appeal EXACTLY as it should be printed plus dates to info@finz.org.nz. (No phone bookings are taken), or go direct to the calendar on <http://vovici.com/wsb.dll/s/f234g5428f>

Changes in financial reporting



Registered charities with large annual expenditure will be required to have their accounts either reviewed or audited from 2016.

Commerce Minister Hon Craig Foss and Minister Community and Voluntary Sector Hon Jo Goodhew announced recently that charities with annual expenditure of \$1 million or more will be required to have their financial statements audited by a qualified accountant, while those with an expenditure of between \$500,000 and \$1 million will need to have their financial statements reviewed by a qualified accountant. The changes do not affect charities with an expenditure of less than \$500,000, unless charity managers choose to introduce this measure.

Currently, all registered charities must file an Annual Return with the Department of Internal Affairs – Charities Services, and this will not change. Charities Services will provide more information for charities as details are finalised. In the meantime, you might like to read the information published on the

website of [the Ministry of Business, Innovation and Employment](#) and, in particular, the [Cabinet paper](#) outlining the reasons for the change.

Here is the [media release from Hon Craig Foss, and Hon Jo Goodhew](#).

If you have any further questions, please browse www.xrb.govt.nz, [audit and assurance for registered charities](#) or email info@charities.govt.nz

Survey draws strong response

In July this year Charities Services sent a survey to all registered charities seeking their responses to a series of questions regarding organisational capability. The purpose of the survey was to gain a better understanding of the strengths and needs of charities, to inform us in our work.

Our thanks to the more than 4,600 charities who have completed the survey; your input has been invaluable. We hope to be able to share the survey results with you during November.

Part of our role at Charities Services is to support community organisations to build their governance and management capability. One of the ways we do this is by working with local capability builders such as council community advisors, arts and sports advisors, local Department of Internal Affairs community advisors, and community funders. The data from the survey will help us make sure that support is as relevant and valuable as possible.

As some charities have reported difficulty accessing the survey, here is the link: <https://www.surveymonkey.com/s/6756TQF>; please note that the survey is set up so that an organisation can only respond once.

Good in the Hood funding

Registered charities are eligible to apply for funding to support neighbourhood projects in a programme operated by Z service stations.

In October groups can apply to receive a share of the \$1 million Z is distributing across the country next year. A total \$4000 per will be split between four local groups, according to the number of customer votes each successful group receives through on-site voting at that Z station in March 2014. Another \$1000 will be used by each Z station throughout the year to support other neighbourhood groups and causes.

If you'd like to know more, or your charity would like to apply, visit <http://z.co.nz/GoodintheHood> Applications are open between October 1 – 31.

If a disaster strikes – are you ready?



National Get Ready Week held in September each year is a timely reminder to take stock of what we can do at home, in the workplace and in the community to be prepared for times of disaster.

Get Ready Week is an important time for families, communities and businesses to take stock of where they are at in terms of disaster readiness and look out for others who made need help at these times.

This year's tagline for Get Ready Week: *Know your neighbours, know your community* presents an opportunity – if you don't already – to get to know your neighbours, and make a plan to help one another Get Ready and Get Thru. Get Ready Week was supported by an ongoing national advertising programme and social media messaging, and you may have been involved or noticed community based activities in your own area. You are welcome to check out the

online [resources](#) and use them in your charity, workplace and community. Additional information can be viewed in the 'what to do' [disaster videos](#) and on the [Get Ready Get Thru](#) website.

Together we can raise the level of preparedness in the community by:

- having a plan for what to do in an emergency at home, work, school, or elsewhere, and
- updating emergency supplies, including food and water for at least three days.

More information is available on the Ministry of Civil Defence website:

www.civildefence.govt.nz



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Update is a regular newsletter of the Department of Internal Affairs.

If you prefer, you can read it on our website: <http://www.charities.govt.nz/news/newsletter/>
If you wish to subscribe or unsubscribe, please add or remove your email address from the [Newsletter Group](#)