

2017 Annual Performance Report

The Council for International Development Incorporated of
Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao
Whanui o Aotearoa

For the year ended 30 June 2017

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Approval of Financial Report

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa For the year ended 30 June 2017

The Board is pleased to present the approved financial report including the historical financial statements of The Council for International Development for year ended 30 June 2017.

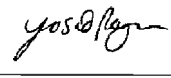
APPROVED



Ian McInnes

Chair

Date 13 September 2017



Josie Pagani

Director

Date 13 September 2017

Entity Information

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa For the year ended 30 June 2017

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

Legal Name of Entity

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa

Entity Type and Legal Basis

The Council for International Development is an Incorporated Society and is a registered charity under the 2005 Charities Act

Registration Number

Incorporated Societies No. 491305

Charity No. CC42922

Entity's Purpose or Mission

The Council for International Development (CID) is the national umbrella agency of international development organisations in New Zealand. It helps the NGO sector co-ordinate its activities, particularly during natural disasters in the Pacific, and to speak with one voice on common issues to the government and to the public. It supports 'best practice' in the sector by disseminating research and analysis on how to be effective, providing training for staff in NGOs, NZ Defence force personnel and other organisations. It also hosts talks, debates and provides a platform for the sector and government to come together.

Entity Structure

A general meeting of CID members is the ultimate governing body of the organisation. There are three classes of membership: full members, associate members and honorary life membership. There is also a category for supporters. The strategic direction of CID is then governed by the CID Board which maintains an overview of the organisation, and is responsible for approving key policies, the strategic plan, and the annual accounts. It performs a governing role rather than a managing role, and focuses on strategic and long-term issues, rather than day to day operations or employing staff. The Executive Director is responsible for developing and maintaining all operational policies (including employing staff). The Board consists of up to 8 members, elected at the AGM, for a period of two years and may be re-elected after that for up to three consecutive terms. No CID member can have more than one representative on the Board. The Board can co-opt people to serve on committees.

Main Sources of Entity's Cash and Resources

CID's main sources of revenue comes from its members and a contract with the Ministry of Foreign Affairs and Trade for the provision of Humanitarian Services especially in relation to Disaster Response and Management .

CID has 40 members who contributed \$125,000 in general membership fees during the financial year.

CID's 3.5 FTE staffing is supplemented through its well regarded Internship programme which provides voluntary staffing equivalent to about 1.5 FTEs.

CID members also provide venues and speakers for training and networking events during the year.



Main Methods Used by Entity to Raise Funds

As a membership based umbrella organisation which also provides a significant contracted service to the Ministry of Foreign Affairs and Trade other fundraising activities are relatively minor. A calendar is produced which raises a small amount of funds. A small but growing number of successful training events have been held which also generate some funds. A small group of individual supporters contribute a donation each year.

Entity's Reliance on Volunteers and Donated Goods or Services

As described above due to the nature of CID it does not rely on volunteers or donations in the traditional way. However the work of the Interns is crucial to providing the required services to our members and to fulfill our contract obligations.

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Twitter: @CID_Online



Statement of Service Performance

The Council for International Development incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa For the year ended 30 June 2017

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

During the 2017 Financial Year CID continued to maintain high quality services for its members as well as carrying out its contracted Disaster Response Co-ordination Responsibilities through CID's Non-Government Disaster Relief Forum (NDRF) working alongside the Ministry of Foreign Affairs and Trade. CID's NDRF network, including its active observers (Vodafone NZ and Red Cross for example) met three times during the year, and responded to numerous disaster events, convening and coordinating NZ humanitarian actors around natural and man-made disasters in the Greater Horn of Africa, Syria, Iraq, Philippines, Indonesia, Solomon Islands, Vanuatu and Fiji. We provided significant value to our members through high-level advocacy with senior government, scaled up media presence, analysis and training. CID's Board met six times in the year and oversaw the development of a new Strategy, Business Plan and Budget. More specific information regarding the achievements of CID are detailed in the following output reporting.

Description of Entity's Outcomes

CID has three main objectives: to support its members, to engage key actors and the public, and to be sustainable as an organisation. An annual members' survey shows that CID has high levels of satisfaction. Overall, 96% (2016 - 92%) of respondents rated CID's performance as being good, very good or excellent. Processes for consultation with MFAT have been formalized, and CID's partnership with The Ministry of Foreign Affairs and Trade (MFAT) around issues that affect the sector have improved. The CID newsletter continues to be highly valued by members and other organisations, with 56% (2016 - 63%) finding the newsletter 'excellent' or 'very useful'. Engagement with the public is carried out through press releases and media interviews. Sustainability has increased with the signing of a three-year contract with MFAT.

CID has developed a new Strategy for 2017-2020 with a Business Plan and Budget for the 2017-2018 year. This will be rolled out from July 1st 2017. The four strategic goals (Connect, Influence, Evidence, Promote and Sustain) cover CID's commitment to strengthen its members and work effectively with key stakeholders; **Connect** (members with each other and with stakeholders beyond the sector); **Influence** (decisions-makers and other development actors to ensure the sector is as effective as possible) and **Promote** (good development practice, and the impact of the sector). We will do this with good **Evidence** and we will **Sustain** the organisation with diverse funding sources and staff supported to have the skills and competencies to deliver a valued service to members and others.

Description and Quantification of the Entity's Outputs

1. Providing and disseminating best practice and development analysis to members

The CID fortnightly e-newsletter was sent out 25 (2016 - 24) times during the year. The NZ Ministry of Foreign Affairs and Trade (MFAT) forward the newsletter to their IDG staff of over 300, encompassing the 90 New Zealand Embassies and Commissions based around the world. CID's redesigned website attracted 25,000 users (18,000 in 2016), and CID has a Facebook following of over 1,000 followers. This is very wide coverage of the development community in New Zealand and beyond.

From our own subscriber list we have an average 'open-rate' of around 30% (2016- 37%). The industry average for equivalent company sized organisations is 21.65% or for Non-Profit organisations, 25.06% sourced from: Resources /Mail Chimp Research

During the year the number of direct subscribers grew to 440 (2016 - 393). The newsletter is then forwarded throughout organisations to hundreds more recipients.



2. Understanding and responding to the needs of members

CID conducts an annual Members Survey to capture trends in member funding, staffing and programme decisions. It covers all CID members and MFAT to track the state of the development and humanitarian sector in New Zealand. In doing this it helps CID to identify and better serve the evolving needs of the development sector in New Zealand. It also assists MFAT in understanding the effectiveness of their partnerships with the NGO sector.

In 2016-17 the Members Survey covered 35 CID members and MFAT staff. Results and analysis were published in the CID Annual Report, and in a 'state of the sector' report, which formed the basis of an expert panel event, reaching an audience of over 300.

A stakeholder survey was carried out March-May 2017, collecting the views of members, partners in government, the private sector and others on the changes and challenges for the sector and how CID can best respond. Forty-one stakeholders were contacted and asked to participate (28 members and 13 external stakeholders). Of these, 21 members and 8 non-members were interviewed. They were asked the following questions:

- What changes do you see emerging over the next three years?
- What impact will it have on you/the sector?
- What will CID need to do to be relevant/what do you expect CID to look like in three years?

This research fed into the development of the CID Strategy and the Business Plan.

3. Setting professional standards

The CID Code of Conduct sets a standard of good practice for New Zealand's international non-government organisations. It's designed to improve organisational effectiveness so that they can deliver the best development outcomes. Increased transparency and accountability of signatory organisations also increases stakeholder trust including the public's trust in NGOs to deliver outcomes. It is a voluntary and self-regulating Code.

The 2016-2017 year saw the continuation of the implementation of the Code, and key milestones achieved including:

- 4 member organisations achieved Code signatory status (2016 - 7) (bringing the total to 11, or 26% of the full membership);
- 11 member organisations submitted at least one compliance self-assessment (CSA) (2016 - 12) for review of the Code of Conduct Committee;
- 5 meetings of the Code of Conduct Committee were held (2016 - 2) (July, September, December 2016, and February and May 2017).
- The development of a monitoring and evaluation plan

4. Up-skilling the sector and facilitating professional standards

CID carries out training as a means of improving good practice standards and professionalisation in the sector. CID plans and delivers at least one training event for CID members and other sector stakeholders each year, in a priority area identified by CID members. CID also delivers pre-deployment briefings to New Zealand Defence Forces (NZDF) personnel participating in overseas peace operations.

In 2016-17 CID carried out the following training:

- Organised a three-day workshop in the Core Humanitarian Standard for 38 participants from CID members, MFAT, DFAT, as well as NGO participants from Australia and Pacific Island Countries. This built on an introductory workshop on the CHS offered as part of the CID annual conference, reaching 88 participants.
- Facilitated a one-day workshop on Localisation in humanitarian Response for 40 participants from CID members, MFAT, DFAT, as well as NGO participants from Australia and Pacific Island Countries.
- Facilitated access to dozens of online training opportunities, linking CID members to available online tools and modules through professional organisations worldwide (including Sphere, Core Humanitarian Standards, personal security courses, humanitarian principles, logistics and other themes).



- Seven CID Talks, with accompanying podcasts (listened to 266 times), drawing audiences including from government, NGOs, academia, and parliamentarians.
- Six pre-deployment briefings between July 2016 and June 2017 (2016 - 6) for over 90 NZDF personnel at Linton and Trentham military camps, as well as a lecture as part of Massey University's Masters in Security Studies for over 50 officers from NZ and partner militaries around the world.

Steering groups were set up to plan for the next tranche of training and workshop opportunities, including sector-wide workshops (also with MFAT) on understanding the requirements of the new Health and Safety at Work legislation, workshops on Child Protection, and on Monitoring and Evaluation. These will be implemented in the 2017-2018 year

5. Influencing the behaviour of the sector with analysis of NZ aid and development, promoting best practice

CID provides research and analysis to the sector and MFAT, to inform and influence good policy and practice in the development and humanitarian sector in New Zealand. CID produces up to four research products (reports, events, or publications) annually providing policy and practice guidance on geographic and thematic issues.

In 2016-17 CID's research and analysis outputs included:

- Analysis of the New Zealand Defence White Paper from an aid perspective;
- A range of op eds in NZ national media outlets, including the Dominion Post (two op eds) and NZ Herald (one).
- Five panels at the biennial Devnet conference, facilitated and organised by CID members;

The CID Director chaired MFAT/private sector Partnership Engagement events in Wellington and Auckland in March 2017 with the aim of improving the communication and partnership opportunist between the sector and business. She also co-ordinated and set up meetings in Wellington and Auckland between members and organisations for example: on applying the health and safety legislation in sector contracts with MFAT; Pacer Plus briefings for the sector from the negotiating team at MFAT; meetings for staff in member organisations with Annette Dixon Work Bank Vice President; and with the Canadian ambassador.

The CID Director continued to build networks locally and internationally with organisations like CID sister organisation BOND in the UK with the aim of sharing resources and dissemination best practice; with the Australian High Commission; UN organisations, the World Bank, the OECD DAC etc. In 2017 CID/ACFID/PIANGO established regular Skype meetings to coordinate regional responses to key issues.

6. Advocacy, public engagement and influencing policy

CID advocates on behalf of the sector, liaises between MFAT, government, parliament and CID members to facilitate effective partnerships and share information, and to resolve issues that emerge between government and the sector.

CID successfully worked with the Minister of Foreign Affairs and his office to re-set the government's relationship with the sector. CID now has regular meetings with the minister.

CID organised an expert panel discussion on South Sudan convened at Parliament, drawing over 20 Members of Parliament and representatives from NZ diplomatic corps.

CID advocacy on Syria and the Greater Horn of Africa contributed to the release of over \$2.2 million in new NZ Aid Programme funding for CID member NGOs – the first Aid Programme contributions to NZ NGOs in conflict-affected crisis situations.

In 2016-17 CID increased its profile in the media over key development issues:

- Expanding the use of podcasts and social media presence.
- Refreshing the CID website, consolidating the previous NDRF and CID sites in a single, integrated portal.
- Collecting member feedback on funding and programme experience around Pfid and DRP funding mechanisms and feeding back to MFAT.
- Preparation and planning for MFAT and sector partnership day in December 2016.
- Media appearances for the Director and Humanitarian Coordinator on Radio New Zealand, NewstalkZB and elsewhere.



Statement of Financial Performance

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa
For the year ended 30 June 2017

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

	NOTES	2017 ACTUAL	2016 ACTUAL
Revenue			
Membership Income (Fees and Donations)	1	140,654	127,472
Other Independent Income	1	17,210	33,047
MFAT Funding		196,652	186,500
Total Revenue		354,516	347,019
Expenses			
Volunteer , employee and contractor related costs			
Wages and salaries		266,408	212,746
Contractor payments		20,190	87,856
Travel and accommodation		1,792	356
Total Volunteer , employee and contractor related costs		288,391	300,957
Research & Project Costs	2	41,221	20,463
Governance	2	18,826	8,627
Communication	2	6,575	7,248
Administration	2	10,609	12,590
Building Related Costs	2	38,922	36,257
Total Expenses		404,544	386,143
Surplus/(Deficit) for the Year		(50,028)	(39,124)



These financial statements should be read in conjunction with the notes to financial statements and the Independent Auditors Report

Statement of Financial Position

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa
As at 30 June 2017

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

	NOTES	30 JUN 2017	30 JUN 2016
Assets			
Current Assets			
Bank accounts and cash	3	512,979	521,060
Debtors and prepayments		5,827	8,756
Total Current Assets		518,806	529,816
Non-Current Assets			
Plant and Equipment	4	15,868	16,147
Total Non-Current Assets		15,868	16,147
Total Assets		534,674	545,963
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	43,620	40,551
Employee costs payable	5	23,624	15,406
Unused donations and grants with conditions		199,180	180,000
Other current liabilities		8,271	-
Total Current Liabilities		274,695	235,957
Total Liabilities		274,695	235,957
Total Assets less Total Liabilities (Net Assets)		259,979	310,007
Accumulated Funds			
General Funds	6	25,606	25,918
Contingency Fund	7	200,000	250,000
Reserves	8	34,373	34,089
Total Accumulated Funds		259,979	310,007



These financial statements should be read in conjunction with the notes to financial statements and the Independent Auditors Report

Statement of Cash Flows

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa
For the year ended 30 June 2017

	2017	2016
Net Cash Flows from Operating Activities		
Cash Flows in from Operating Activities		
Receipts from Members - Fees and Activities	146,036	142,096
Receipts from MFAT Grant	215,832	366,500
Other Operating Receipts	11,445	5,440
Interest received	11,042	14,811
Net GST Received	932	27,909
Total Cash Flows in from Operating Activities	385,286	556,756
Cash Flows out from Operating Activities		
Employment Related Payments	(284,564)	(205,264)
Payments to Suppliers	(106,067)	(171,337)
Total Cash Flows out from Operating Activities	(390,630)	(376,601)
Total Net Cash Flows to/(from) Operating Activities	(5,344)	180,155
Cash Flows to/(from) Investing Activities		
Payment for property, plant and equipment	(2,737)	(4,860)
Total Cash Flows to/(from) Investing Activities	(2,737)	(4,860)
Net Cash Flows	(8,081)	175,295
Cash Balances		
Cash and cash equivalents at beginning of period	521,060	345,765
Cash and cash equivalents at end of period	512,979	521,060
Net change in cash for period	(8,081)	175,295



Statement of Accounting Policies

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa For the year ended 30 June 2017

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

General Accounting Policies

The financial statements have been prepared on the Historical Cost basis.

Specific Accounting Policies

Specific Accounting Policies having an effect on the financial statements are as follows:

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Council for International Development is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

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.

Non Current Assets - Plant and Equipment

Plant and Equipment are stated at cost less accumulated depreciation. Depreciation is provided using the rates reflecting the expected life of the asset

Depreciation

Commencing July 1st 2015 depreciation has been provided using the straight line method whereby the cost is written off over the estimated useful life of the assets. Prior to July 1st 2015 the diminishing value method was used. Accordingly the deemed cost for depreciation purposes is the depreciated book value as at July 1st 2015 or the actual purchase cost for assets acquired after July 1st 2015 .

Estimated lives are:

Office Equipment 5 Years

Furniture & Fittings 10 years



These notes to the financial statements should be read in conjunction with the financial statements and the Independent Auditors Report

Accounts Receivable

Accounts Receivable are shown at their expected realisable value.

Accounts Payable

Accounts Payable are shown at the expected amounts payable. These amounts are usually settled within 30 days.

Ministry of Foreign Affairs Grant

The Council for International Development has a contract with the Ministry of Foreign Affairs and Trade to co-ordinate and maintain the NZ NGO response to Humanitarian Disasters and International Development work. The current contract period runs from July 1st 2015 to June 30th 2018 with separate payments made for each year. On June 13th 2017 the year 2 contract payment (\$180,000) was made. Earlier the contract was expanded to include work on the new health and safety requirements and the implications for members working overseas. Both of these grants solely relate to the contract requirements in the 2017/18 financial year and must be returned if the contract is not performed.

Accordingly, the amount received has been accounted for as a Current Liability (Income in Advance). It will be recognised as Income in 2017/18.

The contract payment for 2016/17 was \$180,000 (2015/16 \$186,500). The amount spent to deliver the service was as follows:

2015/16	\$189,752
2016/17	\$197,426

Operating Lease Commitments

An operating lease exists for the rental of the Council's premises at 49 Boulcott St, Wellington. The ten year lease commenced in November 2011 and in November 2015 the lease payment was reviewed for a further term of three (3) years and future commitments are as follows: The lease expires on October 31st 2021.

	2016/17	2015/16
Payable not later than one year	27,402	27,402
Payable between one and 5 years	91,340	109,608
Payable later than 5 years	0	9,314

Changes in Accounting Policies

There have been no change in accounting policies during the financial year.



These notes to the financial statements should be read in conjunction with the financial statements and the Independent Auditors Report

Notes to the Performance Report

The Council for International Development Incorporated of Aotearoa/New Zealand/Te Kaunihera mo te Whakapakari Ao Whanui o Aotearoa For the year ended 30 June 2017

	2017	2016
1. Analysis of Revenue		
Membership Income (Fees & Donations)		
Membership Fees	97,024	91,515
Code of Conduct Member Charge	28,118	26,681
Associate Membership	1,688	-
NDRF Fees	4,750	4,750
NDRF Donations	40	-
Membership Donation	900	580
Annual Conference Registration & Sponsorship	8,135	3,946
Total Membership Income (Fees & Donations)	140,654	127,472
Other Independent Income		
Interest	11,042	14,211
Events	3,650	5,510
Sales of Calendars	2,318	3,080
Sundry Income	200	10,246
Total Other Independent Income	17,210	33,047
	2017	2016
2. Analysis of Expenses		
Research and Project Costs		
Code of Conduct	1,460	1,917
MFAT Direct Costs	16,517	18,032
Other Projects & Events	23,245	514
Total Research and Project Costs	41,221	20,463
Governance		
Annual Conference (Incl AGM)	9,775	4,336
Stakeholder Review Strategic Plan	5,483	-
Board & Other Meetings	3,568	4,291
Total Governance	18,826	8,627
Communication		
Annual Report	1,887	1,862
Calendars	3,258	2,679
Other Communications	1,430	2,708
Total Communication	6,575	7,248
Administration		
Audit Fee	4,065	4,889
Office	6,544	7,701
Total Administration	10,609	12,590



Building & Assets Related

Rent	29,350	26,571
Depreciation	3,535	3,010
Other Building or Assets Related	6,037	6,677
Total Building & Assets Related	38,922	36,257

2017 2016

3. Bank accounts and cash

ANZ Main Account	5,735	4,608
Petty Cash Balance	200	200
ANZ Term Deposits	200,000	-
On Call & Savings Accounts	307,043	516,251
Total Bank accounts and cash	512,979	521,060

2017 2016

4. Office Equipment & Furniture and Fittings**Office Equipment**

Office Equipment at Cost	14,221	44,099
Office Equipment Purchases	3,255	1,460
Office Equipment Accumulated Depreciation	(5,730)	(34,016)
Total Office Equipment	11,746	11,543

Furniture and Fittings

Furniture & Fittings at Cost	4,936	5,965
Furniture & Fittings Purchases	-	3,400
Furniture & Fittings Accumulated Depreciation	(815)	(4,761)
Total Furniture and Fittings	4,121	4,604

Total Office Equipment & Furniture and Fittings

2017 2016

5. Analysis of Liabilities**Creditors & Accrued Expenses**

Creditors	7,500	8,689
Accrued Expenses	11,392	6,890
GST To Pay/(Refund Due)	24,728	24,971
Total Creditors & Accrued Expenses	43,620	40,551

Employee Entitlements

Accrued Holiday Leave Due	23,624	15,406
Total Employee Entitlements	23,624	15,406

2017 2016

6. General Funds**General Funds**

Opening Balance	25,918	33,143
Transfers to/(from) General Funds	49,716	31,899



Current Year Earnings	(50,028)	(39,124)
Total General Funds	25,606	25,918

2017	2016
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7. Contingency Fund

Contingency Fund		
Opening Balance	250,000	300,000
Transfers to/(from) Contingency Fund	(50,000)	(50,000)
Total Contingency Fund	200,000	250,000

2017	2016
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8. Breakdown of Reserves

Reserves		
NDRF - Projects		
Opening Balance	5,813	2,963
NDRF - Projects Funds Received	2,850	2,850
Total NDRF - Projects	8,663	5,813
NDRF - Red R Distribution Fund		
Opening Balance	7,200	-
Transfers to/(from) Red R Distribution Fund	(2,846)	7,200
Total NDRF - Red R Distribution Fund	4,354	7,200
Fixed Asset Replacement Reserve		
Opening Balance	21,076	13,025
Transfers to/(from) Fixed Asset Replacement Reserve	280	8,051
Total Fixed Asset Replacement Reserve	21,356	21,076
Total Reserves	34,373	34,089

The Council maintains a number of specific reserves to enhance its financial management and oversight.

A Contingency fund was created in 2015 to ensure sufficient funds were available as a buffer against unforeseen expenditure or a drop in revenues. Initially set at \$300,000, \$50,000 has been transferred to General Funds at the end of the 2015/16 financial year to cover the deficit incurred during 2015/16 and a further \$50,000 was transferred at the end of the 2016/17 for the same reason. This deficit in 2016/17 was a result of continued development in the Code of Conduct along with stakeholder consultation undertaken for the development of strategic and business plans. One of the key targets of the strategic plan is for the council to break even within the next 2 years.

The NDRF Projects Fund was created to enable the NDRF to undertake particular projects or research as opportunities arise. The first years of contributions from members have been used to allow the fund to develop to a size sufficient to fund significant projects.

The NDRF - Red R Distribution Fund was created during 2015/16 as a result of a generous distribution from The Red R (NZ) Organisation when it ceased to operate as a New Zealand NGO. The terms of the distribution are that the funds are used exclusively within the work of the NDRF and in 2016/17 \$2,846 was utilised to assist in the funding of the Core Humanitarian Standards training event held in May 2017.

A Fixed Asset Replacement Reserve was created at the end of the 2013/14 financial year at a level of \$15,000. Its purpose is to ensure funds are available for fixed asset purchases in accordance with the Board's Fixed Asset Replacement plan, which mostly covers Office Equipment and Furniture and Fittings. An amount equal to the depreciation charge for the year is transferred into the fund each year. During 2016/17 the fund grew by a small amount as new equipment purchased was only marginally less than the depreciation charge.



9. Related Parties

There were no transactions involving related parties during the financial year. (Last Year - nil)

10. Events After the Balance Date

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

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

