

New Zealand Planning Institute (Canterbury / Westland Branch)
Treasurer's Report 19/20

Statement of accounts from 1 March 2019 to 29 February 2020

Opening Balance as at 1 March 2019

\$1,159.19

| Income | Amount \$ | Expenditure | Amount \$ |
|---|--------------------|------------------------------------|-------------------|
| Event - Senior Breakfast | 860.00 | AGM 2019 | 609.48 |
| Event – CCC Planning & Cant. Maps | 80.00 | Event – WTPD Breakfast 2019 | 1,001.98 |
| Event – WTPD Breakfast 2019 | 1130.00 | Event – Conference 2021 Initiation | 294.84 |
| GST Refund | 330.89 | Event – Senior Breakfast | 607.67 |
| Interest on credit account | 5.21 | Event – CCC Planning & Cant. Maps | 281.32 |
| Interest on investment account 004 | 244.11 | Event – West Coast Visit | 201.96 |
| | | Event – NZPI Constitution Review | 89.07 |
| | | Event – Joint Liveability | 304.71 |
| | | Event – RMA Reforms | 271.33 |
| | | Events – Emerging Planners (4) | 1,041.66 |
| | | Christmas Party with RMLA | 491.50 |
| | | Donation – Dave Hinman Retirement | 100.00 |
| | | Donation – Arts Centre Restoration | 240.00 |
| | | Bereavement Card – Ali Memon | 6.50 |
| | | Bank Fees (Audit Certificate) | 50.00 |
| | | | |
| Total Income 2019/20 | \$2,650.21 | Total expenditure 2019/20 | \$5,592.02 |
| Draw down Investment Account 004 | \$8,000.00 | | |
| Total Income 2019/20 (with investment draw down) | \$10,650.21 | | |

Closing Balance 29 February 2020

\$6,217.38

| Balance Sheet | 28-Feb-18 | 28-Feb-19 | 29-Feb-20 |
|----------------|--------------------|--------------------|--------------------|
| Cheque Account | \$3,516.06 | \$1,159.19 | \$6,217.38 |
| Term Deposit | \$28,073.47 | \$28,591.88 | \$21,422.39 |
| Cash Float | 278.50 | 0 | 0 |
| Total | \$31,868.03 | \$29,751.07 | \$27,639.77 |

Comments

Financial Performance

The Canterbury Westland Branch accounts continue to maintain a healthy status.

During the 2019/2020 financial year, the Branch ran at a **loss of \$2,113.30**. In the previous financial year the Branch ran at a loss of **\$2,356.87** dr. Like last year, this year's loss reflects the large number of events held (14) and which equates to an average spend of \$151 per event.

To ensure the Branch continued to have sufficient funds available for the 2019/20 year, one of the term investments (004) was drawn down at the start of the financial year (\$8,000+ interest of \$244.11).

It is noted that previously there has been a membership desire to incur a responsible loss. The extent of the loss is also reduced by the income generated by events including the Senior Planners Breakfasts and World Town Planning Day. In recent years the branch has also committed to in-house catering of events wherever possible, helping to keep costs down.

The losses/ profit sustained over the each of the last nine years were as follows:

- 19-20 Year – a loss of 2,113.30 dr
- 18-19 Year – a loss of 2,356.87 dr
- 17-18 Year – a loss of \$5,112.99 dr
- 16-17 Year – a loss of \$1,001.82 dr
- 15-16 Year – a profit of \$416.41 cr
- 14-15 Year – a loss of \$1,730 dr
- 13-14 Year – a loss of \$844.09 dr
- 12-13 Year – a loss of \$2,306.10 dr
- 10-11 Year – a loss of \$4,126.88 dr

The Committee is happy to continue to spend more than it earns next year in interest and other income, as it continues to have a significant overall bank balance and investments totalling **\$27,639.77** and is scheduled to host (and profit from) the 2022 NZPI conference in Christchurch. Our balance sheet reflects that ten years has passed since we last hosted a conference and this necessitates ongoing financial prudence and a focus on delivering a successful, profitable conference in 2022.

Income

Again, no collection was made of membership subscriptions in the 2019/20 financial year after the 2013/14 Committee decision to collect income via different means. We welcome continued feedback on this approach.

Income was received from Senior Planner Breakfasts, World Town Planning Day and the 'What's Happening in CCC Planning / Canterbury Maps' events. This meant we covered costs for the provision of those events. We also received income from credit and term account interest and from our annual GST refund.

Term Investments

As of the year-end, the branch currently has two term investments totalling **\$21,422.39**. This is a decrease of \$7,169.49 over the year resulting from the withdrawal of one of the investment accounts (\$8,000) along with interest accrued on all three accounts.

The two remaining term investments (\$12,941.03 and \$8,481.36) are on terms of six and eight months, and interest rates of 2.7% and 2.65% respectively. These two investments returned \$288.09 net interest (after withholding tax) in the last year.

West Coast Funding

A conference held prior to 2009 on the West Coast netted \$11,361.02 profit for the Branch. At the time of the conference it was agreed that half of the net return (\$5,680.50) was to be ring fenced for specific West Coast NZPI events.

Since that time \$851.83 was used in the 2009/2010 for a specific West Coast event and in 2017/18 \$3,313 was spent supporting two courses on the West Coast. This financial year only \$100 was spent from this allocation, to part-fund a visit from the Branch Chair and Conference 2021 Local Organising Committee Chair. The balance remaining for West Coast events is now **\$1,415.66**.

Emerging Planners Funding

Emerging Planners funding was provided for four events in the 2019/2020 financial year with a total cost of \$1,041.66.

Looking ahead

The Branch has sufficient funds available to support local branch events over the year, therefore no further draw-down of an investment account is necessary. The Covid19 pandemic is likely to influence both the timing and type of events held for the foreseeable future into 2020.

It is the Committee's intention to continue to provide a range of high quality events for members at a responsible loss but where possible seek cost recovery by charging non-members for event attendance and seeking event sponsorship. We will also continue to provide profitable events such as the Senior Planners Breakfasts to offset our losses as much as possible.

Recognition

The Committee would like to acknowledge the support we have received during the year to hold events. Sponsorship may be in the form of a financial contribution or hosting of an event and which may include the provision of a function room, staff assistance and hospitality. Further support is provided by organisations and businesses enabling Committee members to carry out their roles. In particular the Committee acknowledges the following organisations for their generous support this year:

- GHD
- Boffa Miskell
- Tonkin and Taylor
- Christchurch City Council

In addition to the sponsors, recognition should be given to Committee members who have given up their time at no cost, for the benefit of the wider the Branch.

Conclusion

The Branch has had another busy year and this is reflected both in the number of events and the losses incurred. The branch is looking forward to a hosting new events to support members in 2020, albeit that it might be slow start to the year as we emerge from the Covid-19 pandemic. The branch continues to be in a sound financial position to carry us through to the next NZPI conference and beyond.

Adele Radburnd

Treasurer NZPI Canterbury/Westland

27 April 2020