

Update

INTERNAL AFFAIRS



Te Tari Taiwhenua

Charities Services
Ngā Rātonga Kaupapa Atawhai

December 2013

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Reflecting on 2013, looking forward to 2014



Hello Everyone

What an exciting and busy year this has been for both Charities Services and the charity sector as a whole.

In reflecting on the year the highlights for me have been many, including:

- Hearing about so many wonderful examples of the fantastic work that charities across New Zealand perform for their beneficiaries.
- Our integration in 2012 with the Department of Internal Affairs and being stronger as an entity as a result of this. The Department is committed to helping New Zealand build stronger and more resilient communities by ensuring that there is clear and helpful information on the services available, and by supporting communities that need to access the various services.
- Tackling and clearing the backlog of registration applications and reducing our processing times to a minimum.

- Reflecting on our role, listening to the sector and having a better understanding of your needs. Creating and driving our focus “Supporting charities in New Zealand for stronger communities”.
- Building a good working relationship with Hon Jo Goodhew, Minister for the Community and Voluntary Sector. I thank her for her support throughout the year.
- Presenting at the 2013 annual meeting; which was a well attended, positive meeting providing a great forum to pass on important information, share ideas and form stronger relationships with people in the sector.

2014 will bring new challenges. I want to assure you of our commitment at Charities Services to continue our part in strengthening communities by sharing knowledge and understanding about our regulation, compliance and education work; I believe we can assist the charitable sector and serve the public's need for assurance that charities are 'doing the right thing'.

Our 2014 work programme will include:

- Providing more information to you on the new the Accounting Standards Framework (For-Profit Entities plus Public Sector Public Benefit Entities plus Not-For-Profit Entities Update), which now just await the Royal Assent, and preparation for the 2015 reporting regime.
- Ensuring charities are better connected to the resources and information they need. To assist this we will be updating our website www.charities.govt.nz with a re-launch in early 2014. We want the site to be more user focused so that it meets your needs, is easier to navigate and provides more relevant information with improved online forms making it easier to apply for or maintain your registration.
- Taking opportunities to work more closely and collaboratively with you to support and strengthen the sector with a focus on system and process improvements, such as filing of Annual Returns and proactive investigations in high risk areas.

We are keen to hear from you about our systems or processes, both the good and the bad. Please let me know if something is just not working and I will do my best to rectify the issue.

Finally, I appreciate that the summer season will be a very busy time for many charities and voluntary organisations and wish to acknowledge the great work you do every day often in difficult circumstances.

On behalf of myself and my staff I wish everyone a safe and enjoyable holiday period and look forward to working with you all again in 2014.

All the best



Brendon Ward
General Manager, Charities Services

2013 Annual Meeting - Highlights

More than 250 people representing New Zealand charities attended the Charities Services annual meeting, which was held in Auckland at the end of November.

This meeting was an opportunity for charities to find out more about Charities Services work during the year and to ask questions and make submissions.

During the annual meeting participants were inspired by three quite diverse keynote speakers who showcased some of their work and successes.

- Marion Blake, [Platform Trust](#) – spoke about the joint community/government project: NZ Navigator.
- Brad Clark, [Starship Foundation](#) – gave us an insight into the business of fundraising and the challenges of evolution and innovation for Starship Foundation
- Grace Taylor and Rising Poets, [Niu Navigations](#) – Inspired us about their work with young people and performing spoken word poetry



Brendon Ward, General Manager, Charities Services, presents to the Annual Meeting. The audience participated in feedback and discussion sessions.

If you weren't able to make it to the annual meeting and forum for charities, you can view the speakers' presentations on the Charities Services website.

They include the:

- Forum for charities
- Minister's personal statement and speech
- The keynote speaker presentation videos

Annual Meeting

- General Manager's Presentation

The links and downloads for the Ministers speech and the presentations can be found here: <http://www.charities.govt.nz/news/events/2013-annual-meeting/>

2015 Financial Reporting Requirements



A reminder that changes mean charities with large expenditures are required to have their financial statements reviewed or audited. Charities with lower levels of expenditure can - if they choose - decide to have their financial statements reviewed or audited, or do neither, and submit unreviewed, unaudited accounts. From 2016, Charities Services will monitor the financial information lodged by charities with their Annual Returns.

Financial statements submitted with charities' Annual Returns are published on the Charities Register, and are available for the public to view.

What will change?

For charities that are not already required by their rules to get their financial statements audited or reviewed these are the changes.

For charities with annual expenditure:

- of \$1 million or more - financial statements must be audited by a qualified accountant
- between \$500,000 and \$1 million - financial statements must be reviewed by a qualified accountant
- less than \$500,000 - can choose to have their financial statements reviewed or audited, or do neither.

When will the changes take effect?

It is expected the changes will take effect for charities' financial years starting on or after 1 April 2015, but charities that don't currently have a requirement to get their accounts audited or reviewed can opt to have their accounts audited or reviewed if they wish.

The New Zealand accountancy profession requires members to adhere to a set of professional standards, regulated by NZICA (New Zealand Institute of Chartered Accountants). Charities Services would raise any issues with audited or reviewed financial statements with NZICA.

If you want to find out more please browse <http://xrb.govt.nz/> for registered charities or email info@charities.govt.nz

**Beta.govt.nz –
Invite you to help
improve the
website**

A massive milestone has been made in the redevelopment of the newzealand.govt.nz website. The new improved Beta.govt.nz is now live. This redevelopment work is a flagship project for the way government delivers services to citizens.



The Government Chief Information Officer (GCIO), Colin MacDonald, notes that the beta website is a clear example of government learning to work differently to improve service delivery rather than being ‘just another IT project’.

“The website is more than simply a channel for providing information to the people that need it in an efficient, responsive package – it signals the transformational change that government service delivery will undergo in the next few years”, Colin MacDonald says

The DIA Digital Engagement team would like input from people in the charities sector to help fine-tune and make improvements to the website to provide the best user experience possible.

Take a look at the <https://beta.govt.nz> and if you have any questions or feedback, please email: online@dia.govt.nz.

Make full use of Charities Services website

Want to know more about any registered charity?

Click on [Charities Register Open Data](#) for developer information on how to connect to the Charities Register open data gateway and make use of the [Advanced Search Function](#).

The search function is a great way to find out more about individual charities. You can use the data you find here as an asset to inform decision-making. (For example, when considering starting up a new charity, you can research existing entities).

There are three headings to help guide you to the information you need. You may find the [data dictionary](#) helpful when making your search. Search within:

[Charity](#) Descriptions of charities and their charitable purpose.

[Financial](#) Financial information and people statistics from charity annual returns, combined with charity descriptions and purposes.

[Officers](#) Officers and the charities they are associated with.

Clarification on our registration process

We want our registration process to be easy to understand and simple to follow. We are aware that there has been some confusion around the process in respect of the Notice that may lead to a decline.

We send a Notice that may lead to a decline when the analyst working on an application has found a problem with the charity's rules or activities. It doesn't mean that we will decline the application; it means that we have found a problem with it. Often, the problem can be resolved quite easily. We encourage people to contact the analyst named in the letter and they will do what they can to help you.

For example, the rules may not include an adequate winding-up clause, or they may be missing a clause to prevent private financial profit, or may include purposes that are not charitable. Or, the charity's activities may not match their written purposes, or may not be charitable.

We also send this letter out when we have found a problem with the name of the entity applying for registration – for example, if it has the same name as another

(already-registered) charity.

A Notice that may lead to decline gives the charity at least 20 working days to reply. The charity can reply to us by email or by post. The reply could be a commitment to amend the rules by a certain date. Or it might be a detailed submission explaining how the purposes are charitable, including supporting evidence such as, an annual report, financial report, newsletter, or pages from a website.

If we don't get a response by the deadline specified in the letter, your application may be declined by the Registration Board.

With the organisation on a high, StarJam's departing CEO and Founder, Julie Bartlett says handing over the reins couldn't be timed better.

Started in Bartlett's spare bedroom in November 2002 StarJam now runs 30 performance programmes in Auckland, Hamilton, Wellington and Christchurch for young people with disabilities (known as Jammers). Dozens of stage productions, hundreds of volunteers and thousands of Jammers later, StarJam's success is obvious.

Incoming CEO Mary Ansell says; "Julie's work here has been wonderful. This is just something we see every day at StarJam – kids blossom."

Ansell feels "deeply honoured" to be chosen as Bartlett's successor and is inspired to carry on the good work.

StarJam – a Kiwi Success story hands over the reins



Advance notice of conferences in 2014

National Not-For-Profit Sector Conference Auckland, 13-14 February 2014 – Getting your ducks in a row

The 2014 National Not-For-Profit Sector Conference is all about asking the tough questions and ensuring that we get the basics right in organisations in order to make a real impact. We will focus on leadership, governance, human resources, strategy and building revenue streams.

This conference will provide an opportunity for you to make links with organisations that are thriving, well connected and who are future focused.

Subjects to be covered include: Working for Impact across Complex Challenge, The Power of Stories, The Governance Challenge - Getting and keeping those on the board contributing positively, HR in Practise - getting the people stuff right, Leadership when the wheels fall off - what it requires to overcome the challenges.

You also get the opportunity to participate in a range of interactive skills building workshops.

For the full programme go to: <http://www.nfpconference.co.nz>

FINZ Navigate a successful course for fundraising Conference, Auckland, 9 – 11 April 2014



Get the tools and skills you need to bring in more funds for your organisation.

The Fundraising Institute of New Zealand 2014 Conference is a learning opportunity to help you become an effective fundraiser. You will get advice from well-known, international speakers and our knowledgeable home-grown talent to show you how to implement proven, smart fundraising techniques.

This is a chance to get energised and network with more than 150 attendees over three days in Auckland.

Learn more and register at: www.finz.org.nz/2014conf

Support for the charities sector

TechSoup offers Microsoft Office 365 Free to eligible New Zealand charities



TechSoup New Zealand is a charitable service launched in July 2008 that delivers technology donations to charities and voluntary welfare organisations across New Zealand. Via this programme, charitable organisations can obtain donated products from companies like Microsoft, Symantec, SAP, Calxa and more.

To date some 5000 charities have registered with TechSoup New Zealand.

Microsoft has recently expanded its programme to include donations of new cloud based Microsoft Office 365 suites.

Eligibility can be seen here: <https://www.techsoup.net.nz/microsoft/program-guidelines>

You can register your charity at: www.techsoup.net.nz, or email: support@techsoup.net.nz with any questions.



Google Ad Grants

[Non-profit organisations in New Zealand can now apply for Google Ad Grants](#)

Non-profit organisations in New Zealand can now apply for Google Ad Grants to help promote important causes and invite potential donors to find out more about their charitable initiatives.

This means charities can receive pro-bono online advertising to run targeted campaigns by choosing relevant keywords and creating unique text ads that appear on Google.com when users search for keywords related to their charity.

You can find out whether your non-profit organisation is eligible for Google Ad Grants, read testimonials from existing grantees and learn more about the Google Ad Grants program at <http://www.google.com/grants/>



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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](#)