

2020 ANNUAL REPORT

READ NZ TE POU MURAMURA

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director@read-nz.org

Ground floor, 79 Boulcott Street, Wellington



Chair's Report



Kia ora koutou. Talofa lava. Mālō e lelei. Bula vinaka.

I penned my first Chair's letter in 2009, when the then-New Zealand Book Council was weathering the storms of the economic downturn, alongside forging stronger sector partnerships and inspiring New Zealanders to engage with reading and writing.

It was a tough time. We faced significant financial issues and people were questioning the reason for our existence.

Twelve years on, we are in a strong financial position and we have a clear and driving ambition – to foster a thriving and inclusive reading culture in Aotearoa New Zealand – and a name which reflects that and the bicultural nation we are: Read NZ Te Pou Muramura.

And we are making a real difference – as you will see set out below.

We believe reading is a superpower that feeds our imagination and broadens our horizons, and we have seen the contribution it makes to building better life outcomes for individuals and communities – and our collective wellbeing as a nation.

As we stand at the threshold of our 50th year in 2022, we recognise the whakapapa of our organisation and pay tribute to those who began it and who have dedicated themselves to continuing the mahi.

In 2020, and despite the disruption to schools caused by Covid-19, we were thrilled that 33,731 Kiwi kids at schools up and down the country were inspired by 66 different authors through our Writers in Schools programme.

In addition, we:

- Delivered our *Writers in Communities* programme to schools in Otara, Lower Hutt and Papatoetoe and a *Writers in Youth Justice* programme Te Puna Wai ō Tuhinapo youth residence in Rolleston;
- Created a series of video interviews with ten inspiring Writers in Schools authors as a mini virtual writer's festival, now available for everyone on YouTube;
- Supported a range of community projects including literary festivals, school celebrations of books and Te Aka ki Hato Pāora, a new project by Te Whē that connects rangatahi at Hato Pāora with creative writing tutors;

Chair's Report



- Developed and ran the Stay Home Book Club during the nationwide lockdown, with nearly a thousand young readers logging 9511 books and audiobooks over the period;
- Joined forces with the New Zealand Symphony Orchestra to help create their wonderful Storytime sessions: a series of popular local children's books presented in an exciting new way with orchestral music;
- Adopted and grew Hooked on NZ Books He Ao Ano, an online platform and literary community for readers aged 12-19 and a place where they can join the critical conversation about books from Aotearoa by having their reviews published.

At Read NZ Te Pou Muramura we believe reading is an essential life skill; one that inspires yet comforts us. We read to know ourselves, and to know each other. We believe we can help create a better country through reading.

In 2020, the Board and the team made further progress on our journey towards this goal:

- Collaborated with the NZ Society of Authors to deliver 'Blokes vs Books': a series of light-hearted interviews between playwright Victor

Rodger and well-known Kiwi men, on how books and reading have shaped their lives;

- Delivered and published *If Nobody Listens Then No One Will Know*, our 2020 Read NZ Te Pou Muramura Pānui, a compelling work about reading and listening to usually unheard voices;
- Introduced the Reading Doctor column, to share book lists on a theme and inspire New Zealanders to pick up something new;
- Together with The Cuba Press, published *How Did I Get Here?*, a poetry anthology written by the YPs of Oranga Tamariki residence Te Puna Wai ō Tuhinapo and edited by Ben Brown.

I want to convey the Board's appreciation and thanks to Juliet Blyth, who has completed an excellent first year as Chief Executive and brought steady and thoughtful leadership in an uncertain time. Our thanks also go to Kathryn, Tanya and Melissa for their hard work and commitment to the organisation's mission.

I'm very grateful to our hard-working and talented Board – all of whom give their time and talents so generously. In particular, I would like to thank Selina Tusitala Marsh whose term on the board will soon draw to a close. Selina's creative energy has enriched and strengthened Read NZ Te Pou Muramura.

Chair's Report



A sincere thank you for all those organisations and individuals who support our work and partner with us – especially our members, community trusts of Aotearoa New Zealand and our major funder, Creative New Zealand.

Finally, some personal words from me as my terms as Chair comes to an end. Joy Cowley is a remarkable New Zealander and I'm proud to call her a friend – and a neighbour in the feisty and generous village of Featherston. Joy gave a brilliant Book Council Lecture in 2018. During her talk, she said: “whoever said ‘we only live once’ was not a reader. As often as we open a book we live new lives in a new landscape.”

Over my last twelve years as Chair of Read NZ Te Pou Muramura, I have felt so lucky to have been able to travel through many landscapes – both confronting and comforting. And I have tried, along the way, to carry out the advice of the poet, C P Cavafy, in his timeless poem, *Ithaka*: keep my thoughts high and let a rare excitement stir my spirit and body.

It's been one of the great experiences of my life – and I am deeply grateful to all who have shared this journey with me.

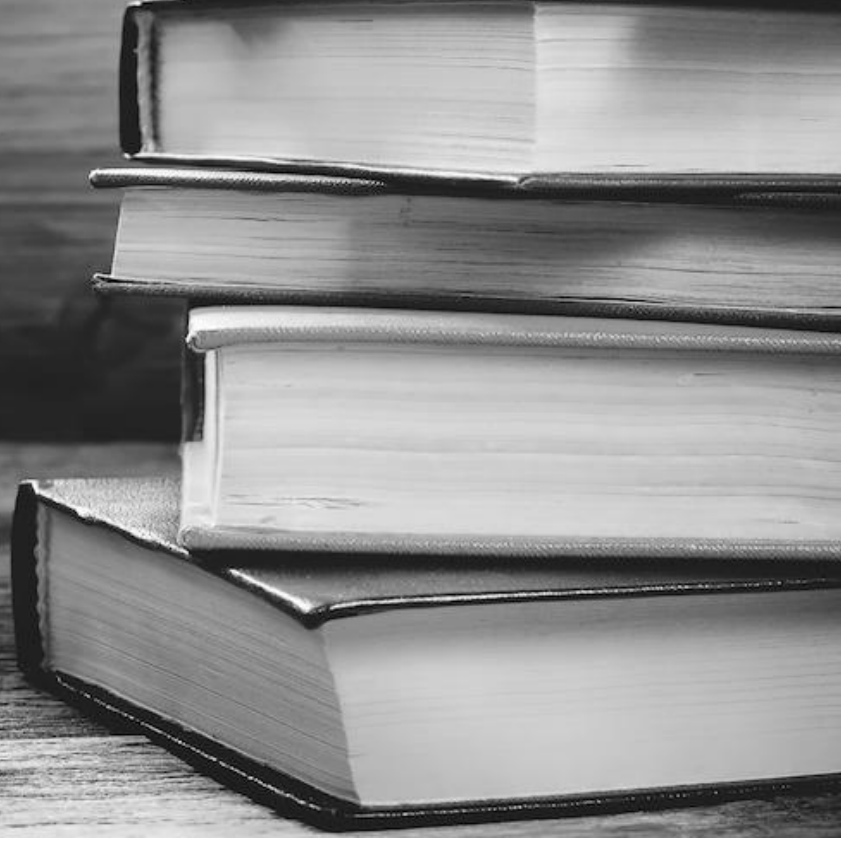
Ad multos annos, Read NZ Te Pou Muramura!

Ngā mihi nui



Peter Biggs CNZM
Chair

Chief Executive's Report



Tēnā koutou katoa

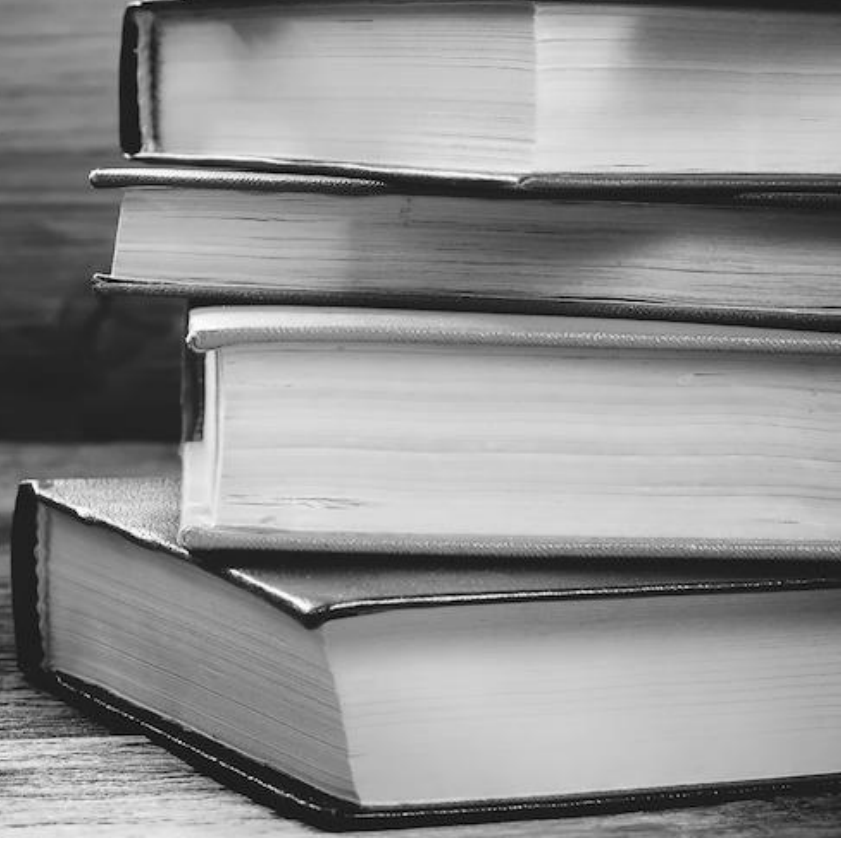
In 2020 I read more than I've read in a long time. And I read a lot of books by New Zealand authors. For the first time I read all of the fiction longlisted for the Ockham NZ Book Awards – they were stand out. I still think about them. I'm reading my way through this year's fiction shortlist as I write this. I'm in awe of the resolve, commitment and plain hard work it takes to write like this. I can't understand why more of us don't read New Zealand fiction. There truly is something for everyone. Reading was one of the joys of my life in 2020 - that and lockdown baking, which resulted in a not-so-joyous expansion of my middle section.

2020 and its Covid-related challenges showed us just how important reading was. New Zealanders picked up books in their droves during lockdown, and happily it seems many have sustained their reading habit. Bookshops report increased sales and libraries report increased borrowing across both print and e-books. We read to escape the uncertainty and the anxiety created by the pandemic, to get out of our own heads and into someone else's; we read to process what was

happening in the world around us, to control our worlds within the safe pages of a book, to laugh and to cry; we read to and with our kids and sometimes our animals. Not to put too fine a point on it: reading saved me in 2020, as I'm sure it did many of you.

At Read NZ in 2020 we continued our mahi to encourage and inspire our tamariki and rangatahi especially to find new worlds in reading and storytelling. Our world-famous in New Zealand *Writers in Schools* programme reached Kiwi kids throughout the country in levels 1, 2 and 3 and in level 4 we launched our Stay Home Book Club version of our regular online reading challenge. We encouraged children to read by any means possible, including re-reading, listening to audio and watching one of the many online storytimes made available free of charge to families during varying alert levels. Kia ora too to all of our colleagues and whānau in the arts sector doing amazing work to engage audiences during the really challenging days of Covid.

Chief Executive's Report



If you weren't able to make it to our 2020 Pānui by Lyttelton writer Ben Brown, I urge you to listen to it on RNZ. Ben's address *If nobody listens then no one will know* was a spine-tingling experience and a powerful treatise on the voices of our young people in youth justice. We think Ben's Pānui was one of our best yet and it was a privilege to work with him on this.

While we know many of us returned to reading in 2020 we also know there are still those who 'only read if they have to.' Professor Stuart McNaughton's report on the literacy landscape in Aotearoa New Zealand shone a light on who is not reading, and we should be really worried that reading as something 'that Kiwis do naturally' is slipping through our fingers. The report reinforced how important it is that we do not lose sight of how important reading for pleasure is. It is the single most important indicator of a child's future success. It is an even more powerful factor in life achievement than socio-economic background. Reading for pleasure enhances our mental wellbeing, it builds empathy and cross-cultural understanding. Put simply, reading is a superpower.

In 2021 the inaugural Te Awhi Rito New Zealand Reading Ambassador will be announced. As one of the foundation partners Read NZ is excited to support the valuable work this role will undertake in spreading the word to all New Zealanders about the importance of reading for pleasure.

Our 2020 Statement of Financial Performance shows a good outcome in an uncertain year and we are pleased to report that through prudent management we were able to return the government wage subsidy.

I'm really proud of our accomplishments in 2020, but there is more to be done. You can help: pick up a book today and read it with, to, or in front of someone. Reading needs to be visible!

I would like to sincerely thank the Board of Read NZ Te Pou Muramura for their guidance and support led by the inimitable Peter Biggs, and my team at Read NZ Kathryn Carmody, Tanya Prince and Melissa Wastney for their single-minded commitment to our mission. We could not do the work we do without the support of our funders and

Chief Executive's Report



donors but especially our major funder Creative NZ, as well as Foundation North and the many charitable trusts that support our work in their communities. We are very grateful.

Read NZ Te Pou Muramura is so proud to work with the authors and illustrators that provide the richness of material and are the source of inspiration for so many children who participate in our *Writers in Schools* programme. Without you we could not claim success.

Ngā mihi nui



Juliet Blyth
CEO
Read NZ Te Pou Muramura

Read NZ Te Pou Muramura Incorporated

Performance Report

For the year ended
31 December 2020

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Read NZ Te Pou Muramura Incorporated

Entity Information

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

For the year ended
31 December 2020

Legal Name of Entity:*	Read NZ Te Pou Muramura Incorporated (Effective September 2018) Previously New Zealand Book Council
Other Name of Entity (if any):	
Type of Entity and Legal Basis (if any):*	Incorporated as a Charitable Trust under the Incorporated Societies Act 1908. Registered as a Charity under the Charities Act 2005
Registration Number:	CC10844
Entity's Purpose or Mission: *	As Aotearoa New Zealand's national agency dedicated to reading for pleasure, we seek to build a nation of readers. We advocate for the transformative power of reading for pleasure and its ability to improve social, cultural and economic outcomes.
Entity Structure: *	The trust is governed by a trust board of 8 trustees. The trust also has an audit committee. On the trust board for 2020 were: Chairperson: Peter Biggs Chair of the Audit and Risk Committee: Mark Fairey Secretary: Juliet Blyth Trustee: Selina Marsh Trustee: Gavin Bishop Trustee: Brian Steele Trustee: Peter Vial Trustee: Nadine Hura
Main Sources of the Entity's Cash and Resources:*	The trust receives cash and resources from: Service agreements and Memberships
Main Methods Used by the Entity to Raise Funds:*	The Board and CEO are largely responsible for fundraising. This involves occasional events for supporters (usually two-three annually) along with funding applications to trusts and foundations, networking with potential donors, maintaining a good relationship with existing supporters.
Entity's Reliance on Volunteers and Donated Goods or Services: *	Read NZ Te Pou Muramura does not rely on volunteers or donated goods. From time to time Read NZ supports Internships from Victoria University, Whitireia NZ and Toi Maori Aotearoa.
Additional Information*	
Physical Address:	Ground Floor, 79 Boulcott Street, Wellington
Postal Address:	As Above
Phone/Fax:	04 801 5546
Email/Website:	www.Read-NZ.org
	https://www.facebook.com/readnztepoumuramura/
	https://twitter.com/nzbookcouncil

Read NZ Te Pou Muramura Incorporated

Entity Information

For the year ended 31 December 2020

Additional information

Independent Auditor	Moore Markhams Wellington Audit Wellington
Banker	ANZ Bank Auckland, New Zealand
Solicitor	Linda Clark Dentons Kensington Swan

Contact information

Registered Office	Ground Floor, 79 Boulcott Street, Wellington 6011
Postal Address	Ground Floor, 79 Boulcott Street, Wellington 6011
Website	www.read-nz.org
Facebook	https://www.facebook.com/readnztepoumuramura/
Twitter	https://twitter.com/nzbookcouncil
Phone	(04) 801 5546

STATEMENT OF SERVICE PERFORMANCE 2019

Vision: Because Reading Changes Lives
Mission: Building A Strong Reading Culture Within New Zealand Every Day
Outcomes: We develop and implement activities and programmes which get more New Zealanders reading more and help to increase the readership for our local Kiwi writers

Outputs	Measure	2019 Achievement
Foster a love of reading and writing – among the public and within educational settings	At least 75% of feedback from practitioners and schools taking part in the Writers in Schools gives the programme a rating of excellent or very good on Read NZ arrangements, writer preparation and overall experiences.	82% of Schools rated their overall experience with Read NZ as Very Good or Excellent and 97% of schools rated the writers preparation as Very Good or Excellent.
	Increased awareness of the value of reading for pleasure is achieved in each funding year during the term of the Agreement through: * Three discrete pieces of media coverage	99% of Authors rated their experience with Read NZ as Very Good or Excellent. Read NZ continued to develop media relationships with: RNZ, The Herald, TV1 News, Pacific Media Network, Radio and The Dominion Post. An interview by Karyn Hay on Radio New Zealand about our sector support kit. Lani Wendt Young was interviewed about our 2019 Lecture in the Samoa Observer newspaper, on the Pacific Media Network radio and E-Tangata website. Our lecture was also the focus of a feature article in the Dominion Post, an interview on RNZ Afternoons and a slot on The Project (TV3). Our lecture was featured on The Spinoff, with a long extract from Lani's talk, and links to the Read NZ website. Our Writers in Communities project was the subject of a feature article in <i>Tui Motu</i> magazine
Raise the profile of New Zealand Literature, writers and the literary sector through a programme of events and by ensuring relevant information is widely available online	* One new programme is created based on research we have undertaken or in response to needs of the sector	Our Super Smash Reading Challenge was featured on RNZ Afternoons in October and was the subject of a feature article in the Ministry of Ed's magazine to schools, the Education Gazette A Men's Reading panel was established in 2019 to discuss why men are less likely to read than women. Following comments from the panel a series of interviews with prominent NZ men by Victor Rodger has been developed to launch as a social media campaign in early 2020
	Twitter and Facebook followers have grown by 10% and our existing open rates of 40% for the newsletter are maintained.	Facebook – 7788 an increase of 9% Twitter – 6360 an increase of 1% Instagram – 824 followers (new) Average open rate of our Newsletter in 2019 was 51%
Promote NZ writers through www.read-nz.org	Attract 250,000 unique page views to our website	Website views = 221157 views. Average time spent on our individual pages of our website is 2 minutes, 18 seconds. 17 New Writers files developed.

<p>Support the New Zealand Literary Sector through collaborative initiatives and sharing resources, skills and knowledge</p>	<p>Deliver through a range of initiatives including the Sector Steering Group, partnership events and programmes, Word Christchurch and the National Library partnership events.</p> <p>Receive 75% positive feedback through surveys and discussions with key partners on the value of our collaborations and partnerships.</p> <p>Deliver one major campaign promoting reading for pleasure annually.</p> <p>Undertake qualitative and quantitative research into reading and book-buying habits of New Zealanders.</p> <p>Partner with festivals and other event organisers around the country to deliver events and receive positive feedback on those collaboration from 80% of those partner organisations. Current event formats include:</p>	<p>Three media campaigns were delivered in 2019 - #readnz, #readingforwellbeing and #readinginthedigitalage</p> <p>Read NZ again provided support to a number of writers festivals and sector conferences during 2019. NZ Book Council received 100% positive feedback from the organisations that we partnered with.</p> <p>Footage for a social media campaign to promote Men's reading was completed. The campaign will be launched in February 2020. During December the Super Smash Reading Challenge was developed to encourage children to read. Approx 1500 children took up the challenge.</p> <p>In 2019, we commissioned Christchurch-based agency Research First to prepare our reading research. The report, <i>Reading in the Digital Age</i>, was released in early October at the Net Hui event held at Te Papa</p> <p>Read NZ provided support to 10 arts festivals, two public library events and a Literacy Association conference in 2019. NZ Book Council received 100% positive feedback from the organisations that we partnered with.</p>
<p>Advocate on behalf of readers through a programme of campaigns</p>	<p>1. Read NZ Lecture/Panui. Delivered annually, a minimum of 100 people attend each time.</p> <p>2. True Stories Told Live. Delivered at least three times a year, a minimum of 50 people attend each time.</p> <p>3. Speed Date an Author. Delivered at least six times a year, a minimum of 40 people attend each time.</p> <p>4. Writers in Schools. A year round programme, reaches a minimum of 2,000 school students.</p>	<p>Lani Wendt-Young delivered the annual lecture to an audience of approx 180 people. The theme of the lecture was reading in the digital age. The lecture has been broadcast on RNZ 3x since.</p> <p>3x TSTL Events were held - Dunedin Writers & Readers Festival as their Gala Opening Night event, the theme was "Distraction" and 230 people attended. Featherston Booktown, the theme was "A sense of place", 130 people attended Read NZ AGM at Meow Bar - 80 People attended</p> <p>5x Speed Date an Author events were delivered in September through to November in Christchurch, Carterton, Oamaru and 2 events in Auckland. A total of 337 students attended</p> <p>356 Writers in Schools programmes were delivered. 58,614 children have experienced a New Zealand author to inspire them to read and write. 92 authors were involved in programme delivery.</p>
<p>Organise a programme of events that help to raise the profile of New Zealand Writers</p>		

STATEMENT OF SERVICE PERFORMANCE 2020

Vision: Because Reading Changes Lives

Mission: Building A Strong Reading Culture Within New Zealand Every Day

Outcomes: We develop and implement activities and programmes which get more New Zealanders reading more and help to increase the readership for our local Kiwi writers

Outputs	Measure	2020 Achievement
<p>Foster a love of reading and writing – among the public and within educational settings</p>	<p>At least 75% of feedback from practitioners and schools taking part in the Writers in Schools gives the programme a rating of excellent or very good on Read NZ arrangements, writer preparation and overall experiences.</p> <p>Increased awareness of the value of reading for pleasure is achieved in each funding year during the term of the Agreement through:</p> <p>* Three discrete pieces of media coverage</p> <hr/> <p>* One new programme is created based on research we have undertaken or in response to needs of the sector</p>	<p>As at 31 December 2020 256 schools of the 277 visited have provided feedback on their Writers in Schools experience. 98% of respondents rated the Authors Preparation and Overall experience with the programme as Very Good or Excellent.</p> <p>66 Writers were engaged in Read NZ programmes in 2020. Of the 277 programmes delivered we received writer feedback for 271 visits. 99% of writers rated their arrangements with Read NZ as Very Good or Excellent:</p> <p>RNZ Standing Room only featured an interview with Melissa Wastney (Read NZ Communications Manager) promoting Hooked on Books</p> <p>Newstalk ZB interviewed Juliet Blyth (Read NZ CEO) encouraging men to read</p> <p>The Dominion Post/Stuff featured an article about the work behind the Read NZ Panui delivered by Ben Brown:</p> <p>In late July, we announced the revitalisation of Hooked on Books. This project (previously established by Peppercorn Press/NZ Review of Books) is to provide a website for young reviewers to review books by NZ Authors. We have a team of 32 young reviewers and have published 21 reviews in 2020</p>
<p>Raise the profile of New Zealand Literature, writers and the literary sector through a programme of events and by ensuring relevant information is widely available online</p>	<p>Twitter and Facebook followers have grown by 10% and our existing open rates of 40% for the newsletter are maintained.</p>	<p>Facebook – Start: 7788 Finish: 8858 an increase of 13%</p> <p>Twitter – Start: 6360 Finish: 6581 an increase of 4%</p> <p>Instagram – Start: 824 Finish: 1487 an increase of 45%</p> <p>Average open rate of our Newsletter in 2020 was 36.07%</p> <p>Website views = 221157 views. Average time spent on our individual pages of our website is 2 minutes, 18 seconds. 21 New Writers files developed.</p>
<p>Support the New Zealand Literary Sector through collaborative initiatives and sharing resources, skills and knowledge</p>	<p>Promote NZ writers through www.read-nz.org Attract 250,000 unique page views to our website</p> <p>Deliver through a range of initiatives including the Sector Steering Group, partnership events and programmes, Word Christchurch and the National Library partnership events.</p>	<p>Scholastic Book Fair: this is the second year of working with Scholastic to help raise awareness of the Book Fair fundraising efforts in schools. Authors Ali Foster, Gillian Candler and Paul Beavis are visiting schools in the Wellington/Wairarapa area during Book Fair weeks in term 4.</p> <p>Verb Festival: two Christchurch based storytellers, Michi and Derek Flores, had availability for school visits ahead of their Verb festival events and were invited by four of our schools to workshop with their students.</p> <p>WORD Festival: Tasman based author Miriam Lancewood had availability for one school visit ahead of her WORD festival events and was invited by Cashmere High School to visit with their students.</p> <p>Hawkes Bay Writers & Readers Festival: Porritt School contacted us to ask whether Mark Sweet could visit their students a part of his time with the Hawkes Bay Festival, coordinator Lou Ward from Wardini's Bookshop was happy to facilitate that.</p> <p>SLANZA Wellington: we are supporting a visit by David Riley to four Wellington schools and presenting to the last SLANZA Wellington meeting for 2020 to talk about books and boys.</p>

<p>Advocate on behalf of readers through a programme of campaigns</p>	<p>Receive 75% positive feedback through surveys and discussions with key partners on the value of our collaborations and partnerships. Deliver one major campaign promoting reading for pleasure annually.</p>	<p>No survey's were undertaken in 2020</p> <p>The Blokes vs Books campaign was launched on April 11 and ran for a full week with a new video clip introduced each day, media appearances, blog posts, reading lists relating to each clip and daily giveaways of new book bundles, arranged in collaboration with New Zealand publishers.</p>
<p>Organise a programme of events that help to raise the profile of New Zealand Writers</p>	<p>Partner with festivals and other event organisers around the country to deliver events and receive positive feedback on those collaboration from 80% of those partner organisations.</p> <ol style="list-style-type: none"> 1. Read NZ Lecture. Delivered annually, a minimum of 60 people attend each time. 2. Writers in Schools. A year round programme, reaches a minimum of 2,000 school students. 	<p>Read NZ provided support to Lynfield Kahui Ako/Community to develop an On-line Writers festival for children, #Readaloud to develop a "Temuke" festival and Canterbury English Teachers Association for an on-line workshop for extension students from 10 secondary schools.</p> <p>Ben Brown delivered the 2020 lecture at the National Library. The lecture was attended by 130 people and was recorded by RNZ.</p> <p>276 Writers in Schools programmes were delivered. 33,731 children have experienced a New Zealand author to inspire them to read and write. 66 authors were involved in programme delivery.</p>

Read NZ Te Pou Muramura Incorporated

Statement of Financial Performance

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

For the year ended

31 December 2020

	Note	Actual This Year \$	Actual Last Year \$
Revenue			
Donations, fundraising and other similar revenue	1	27,458	24,552
Fees, subscriptions and other revenue from members	1	56,375	58,675
Revenue from providing goods or services	1	502,326	574,161
Interest, dividends and other investment revenue	1	1,443	2,048
Total Revenue		587,602	659,436
Expenses			
Expenses related to public fundraising	2	2,028	5,864
Volunteer and employee related costs	2	313,780	302,586
Costs related to providing goods or services	2	69,189	69,863
Programmes and delivery costs	2	158,264	252,485
Other expenses - Depreciation	2	12,887	13,094
Total Expenses		556,147	643,892
Surplus/(Deficit) for the Year		31,454	15,544

Read NZ Te Pou Muramura Incorporated

Statement of Financial Position


"What the entity owns?" and "What the entity owes?"

As at
31 December 2020

	Note	Actual This Year \$	Actual Last Year \$
Assets			
Current Assets			
Bank accounts and cash	3	251,613	176,375
Debtors and prepayments	3	9,741	16,455
Total Current Assets		261,354	192,830
Non-Current Assets			
Property, plant and equipment	4	5,161	9,465
Intangible assets	4a	12,945	21,529
Total Non-Current Assets		18,106	30,994
Total Assets		279,460	223,824
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3	14,336	20,711
Employee costs payable	3	28,810	11,707
Unused donations and grants with conditions	3	47,630	29,026
Other current liabilities	3	17,500	22,651
Total Current Liabilities		108,276	84,095
Non-Current Liabilities			
Other non-current liabilities		-	-
Total Non-Current liabilities		-	-
Total Liabilities		108,276	84,095
Total Assets less Total Liabilities (Net Assets)		171,183	139,729
Accumulated Funds			
Capital contributed by owners or members		-	-
Accumulated surpluses or (deficits)	5	171,183	139,729
Reserves		-	-
Total Accumulated Funds		171,183	139,729

This performance report has been approved by the [Trustees/Committee/Officers/Board], for and on behalf of Read NZ Te Pou Muramura Inc

Date 12 APR - 2021

Signature 

Peter Bliggs
Name

Chairperson
Position

Date 12-APR-2021

Signature 

Mark Falrey
Name

Chairperson Finance, Audit and Risk Committee
Position

Read NZ Te Pou Muramura Incorporated

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended
31 December 2020

	Actual This Year \$	Actual Last Year \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	27,458	24,552
Fees, subscriptions and other receipts from members	56,104	58,765
Receipts from providing goods or services	519,729	610,656
Interest, dividends and other investment receipts	1,444	2,048
Net GST	1,104	(22,911)
Cash was applied to:		
Payments to suppliers and employees	359,023	383,595
Payments for programme delivery	171,578	256,586
Net Cash Flows from Operating Activities	75,238	32,929
Cash flows from Investing and Financing Activities		
Cash was received from:		
Receipts from the sale of property, plant and equipment		
Receipts from the sale of investments		
Proceeds from loans borrowed from other parties		
Capital contributed from owners or members		
Cash was applied to:		
Payments to acquire property, plant and equipment		2,906
Payments to purchase investments	-	
Repayments of loans borrowed from other parties	-	
Capital repaid to owners or members		
Net Cash Flows from Investing and Financing Activities	-	(2,906)
Net Increase / (Decrease) in Cash	75,238	30,023
Opening Cash	176,375	146,352
Closing Cash	251,613	176,375
This is represented by:		
Bank Accounts and Cash	251,613	176,375

Read NZ Te Pou Muramura Incorporated

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
31 December 2020

Basis of Preparation

Read NZ Te Pou Muramura Incorporated 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 of 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.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Specific Accounting Policies:

Income Tax

Read NZ Te Pou Muramura is a registered charitable entity under the Charities Act 2005, and accordingly is exempt from income tax under sections CW41 and CW42 of the Income Tax Act 2007.

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.

Revenue Recognition

- * Interest is accounted for on an accrual basis.
- * Revenue from Grants is recognised when the grant conditions have been met. Any funding received where conditions are not met is recognised as a liability at balance date.
- * Receipts for Donations are recorded when cash received.
- * Revenue from Sale of Services is recognised in the period the services were provided.
- * Individual Membership revenue is recorded as revenue when cash received.
- * School Membership revenue is recognised for the period to which it relates. Any amounts received in advance are recorded as a liability at balance date.

> Accounts receivable
Accounts receivables are recorded at net realisable value.

Annual Leave Liability

A liability of annual leave is accrued and recognised in the statement of financial position. The liability is equal to the present value of the estimated future cashflows as a result of employee services provided at balance date.

Property Plant and equipment

Property, Plant and equipment consists of the following asset classes: Office Furniture, fixtures and fittings, office equipment and computer equipment.
Individual assets, or groups of assets are capitalised if their cost is greater than \$1000 (excluding GST).
Depreciation is calculated using the straight line method and has been charged in the financials as follows:
Furniture: 20%
Office Equipment: 20%
Computer Equipment: 20%
Fixed assets are recorded at cost less accumulated depreciation and are reviewed for impairment annually.

Intangible assets

Software and website development costs are Capitalised as an intangible asset on the basis of the costs incurred to develop and bring to use the software/website. Costs associated with maintaining the software/website are recognised as an expense when incurred.
Intangible assets are capitalised if its cost is \$1000 (excluding GST) or more.
Amortisation is calculated using the Straight Line Method and has been charged in the financials as follows:
Software: 40%
Website: 20%
Intangible assets are recorded at cost less accumulated depreciation and are reviewed for impairment annually.

Policy Changes

The capitalisation cost for Property, Plant and Equipment and Intangible assets has been increased from \$500 to \$1000 in line with IRD guidelines November 2020

Read NZ Te Pou Muramura Incorporated
Notes to the Performance Report
For the year ended
31 December 2020

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Fundraising revenue			
	Total	-	-

Revenue Item	Analysis	This Year \$	Last Year \$
Donations and other similar revenue	Donations	27,458	24,552
	Total	27,458	24,552

Revenue Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other revenue from members	Individual Memberships	10,757	10,705
	School Memberships	45,618	47,970
	Total	56,375	58,675

Revenue Item	Analysis	This Year \$	Last Year \$
Revenue from providing goods or services	Creative New Zealand (CNZ)	407,838	386,250
	Foundation North	50,834	70,833
	Lion Foundation	14,083	8,062
	Sundry Grants	15,194	26,988
	CNZ Oranga Tamariki Funding	1,488	20,604
	Peppercorn Press Contract		8,217
	Ministry of Education Contract		31,900
	Other Income	7,859	5,439
	Speed Dates		4,861
	Writers in Schools	5,030	11,007
	Total	502,326	574,161

Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue	Interest	1,443	2,048
	Total	1,443	2,048

Read NZ Te Pou Muramura Incorporated
Notes to the Performance Report
For the year ended
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Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Expenses related to public fundraising	Subscriptions	1,125	601
	Fundraising and Membership	902	5,263
	Total	2,028	5,864

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Salary and Wages	310,790	299,261
	ACC Levies	874	1,045
	Staff Training	2,117	2,281
	Total	313,780	302,587

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services	Board	6,620	2,766
	Rent	15,618	14,489
	Operating Costs	42,051	47,305
	Auditing Fee	4,900	5,303
	Total	69,189	69,863

Expense Item	Analysis	This Year \$	Last Year \$
Programmes and Delivery costs	Annual Lecture	8,277	9,870
	Men's Reading Project	6,846	8,954
	Playwrights in Schools	2,443	700
	Research	-	23,354
	Printing - How Did I Get Here	5,803	
	School Library Newsletter	2,158	
	Sector Collaboration	4,491	12,769
	Speed Dates	-	8,173
	True Stories Told Live	-	1,787
	WOW	-	5,000
	Writers in Communities	7,221	19,693
	Writers in Schools	87,686	118,839
	Writers in Schools - Covid 19 Payments	16,695	
	Writers in ECE Pilot	1,035	
	Hooked on Books	2,088	
	Writers in Youth Justice	1,065	18,552
	Young Men Reading	12,455	24,794
	Total	158,264	252,485

Expense Item	Analysis	This Year \$	Last Year \$
Other expenses	Depreciation and Amortisation	12,887	13,094
	Total	12,887	13,094

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year	Last Year
		\$	\$
Bank accounts and cash	Read NZ On-Call	225,331	152,153
	Read NZ Savings	-	-
	Read NZ Trading	26,282	24,222
	Read NZ holds an overdraft facility of \$40,000 with ANZ Bank. Amount of Overdraft facility utilised at year end: \$0.00		
Total	251,613	176,375	

Asset Item	Analysis	This Year	Last Year
		\$	\$
Debtors and prepayments	Prepayments	4,988	4,518
	Read NZ Visa	-	2,579
	GST - Receivable	4,753	4,793
	Accounts Receivable	0	4566
	Total	9,741	16,456

Liability Item	Analysis	This Year	Last Year
		\$	\$
Creditors and accrued expenses	Accounts Payable	6,187	3,122
	Read NZ Visa	882	
	GST Payable		
	Accrued Expenses	6,746	17,588
	Accounts Receivable	522	
Total	14,336	20,710	

Liability Item	Analysis	This Year	Last Year
		\$	\$
Employee costs payable	Annual Leave Accrual	18,435	6,359
	Salary and Wage Accrual	10,375	5,348
Total	28,810	11,707	

Liability Item	Analysis	This Year	Last Year
		\$	\$
Unused donations and grants	Grants in Advance	45,259	22,167

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Note 3 : Analysis of Assets and Liabilities

with conditions	Memberships received in advance	-	270
	Unused Grant Repayment	1,627	6,589
	Suspense	744	-
	Total	47,630	29,026

Grants were received from:

	Opening Balance	Received	Expended	Returned	Income in advance
Grants in Advance					
Community Trust South	-	2,000	2,000	-	-
Eastern and Central Community Trust	-	2,000	2,000	-	-
Foundation North	14,167	55,000	50,834	-	18,333
Lion Foundation	7,000	17,000	14,083	-	9,917
Matauhi Foundation	-	4,000	-	-	4,000
Mid and South Canterbury Community Trust	-	2,000	2,000	-	-
Otago Community Trust	-	4,000	-	-	4,000
Red Wood	1,000	-	1,000	-	-
Stout Trust	-	7,000	-	-	7,000
Trust Waikato	-	1,000	1,000	-	-
West Coast Community Trust	-	2,010	-	-	2,010
	22,167	96,010	72,917	-	45,259
Unused Grant Repayment					
Mainland Foundation	6,849	-	4,000	962	1,887
Pub Charities	-	260	8,000	3,194	4,806
	6,589	8,000	7,194	5,768	1,627

Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities	Income in Advance - MOE writers in communities funding	17,500	22,651
	Total		17,500

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Note 4 : Property, Plant and Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	3,636			1,505	2,131
Office equipment	1,344			556	788
Computers (including software)	4,484			2,242	2,242
Total	9,464	-	-	4,303	5,161

Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	5,141			1,505	3,636
Office equipment	1,900			556	1,344
Computers (including software)	4,027	2,906		2,449	4,484
Total	11,068	2,906	-	4,510	9,464

Significant Donated Assets Recorded - Source and Date of Valuation

Nil

Significant Donated Assets - Not Recorded

Nil

Change in Asset Value

Adjustment has been made to the 2019 opening value for Computers & Office Equipment for error in 2018 reporting

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Guidance

Note 4A: Intangible Assets

This Year						
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year amortisation	Closing Carrying Amount	
PPE1 - PPE6	Software - Membership System	9,246			2,442	6,804
	Website	12,283			6,142	6,141
	Total	21,529	-	-	8,584	12,945

Last Year						
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year amortisation	Closing Carrying Amount	
PPE1 - PPE6	Software- Membership system	11,688			2,442	9,246
	Website	18,425			6,142	12,283
	Total	30,113	-	-	8,584	21,529

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Note 5: Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	139,729	-	139,729
Capital contributed by owners or members	-			-
Capital returned to owners or members	-			-
Surplus/(Deficit)		31,454		31,454
Distributions paid to owners or members		-		-
Transfer to Reserves		-	-	
Transfer from Reserves		-	-	
Closing Balance	-	171,183	-	171,183

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	124,185	-	124,185
Capital contributed by owners or members				-
Capital returned to owners or members				-
Surplus/(Deficit)		15,544		15,544
Distributions paid to owners or members		-		-
Transfer to Reserves		-	-	
Transfer from Reserves		-	-	
Closing Balance	-	139,729	-	139,729

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Note 6 : Commitments and Contingencies

		At balance date This Year \$	At balance date Last Year \$
Commitment	Explanation and Timing		
Commitments to lease or rent assets	Current Commitment	\$ 16,547	\$ 6,816
	Non-Current Commitment	\$ 23,968	\$ -
	Total Commitment	\$ 40,515	\$ 6,816
	50% share of 3 Yr Building Lease from 01/06/20 - 31/5/23		
Commitment to purchase property, plant and equipment	Nil		
Commitments to provide loans or grants	Nil		

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Read NZ Te Pou Muramura Incorporated

Notes to the Performance Report

For the year ended
31 December 2020

Notes 7-12

Note 7: Other

Note 9: Related Party Transactions

Description of Related Party Relationship	Description of the Transaction (whether in cash or amount in kind)	This Year	Last Year	This Year	Last Year
		\$	\$	\$	\$
		Value of Transactions	Value of Transactions	Amount Outstanding	Amount Outstanding
Trustee - Gavin Bishop	Contractor fee for delivery of Writers in Schools Programme	230	630		2
Trustee - Selina Marsh	Contractor fee for delivery of Writers in Schools Programme	1,950	639		

Independent auditor's report

To the Members of Read NZ Te Pou Muramura Incorporated

Opinion

We have audited the accompanying performance report of Read NZ Te Pou Muramura Incorporated on pages 1 to 19, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 December 2020, the statement of financial position as at 31 December 2020, and the statement of accounting policies and notes to the performance report.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable
- b) the accompanying performance report presents fairly, in all material respects:
 - the entity information for the year then ended
 - the service performance for the year then ended, and
 - the financial position of Read NZ Te Pou Muramura Incorporated as at 31 December 2020, and its financial performance, and cash flows for the year then ended

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the 'Auditor's responsibilities for the audit of the performance report' section of our report.

We are independent of Read NZ Te Pou Muramura Incorporated in accordance with Professional and Ethical Standard 1 (Revised) 'Code of ethics for assurance practitioners' issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than our capacity as auditor we have no relationship with, or interests in, Read NZ Te Pou Muramura Incorporated.

Board's responsibilities for the performance report

The Board are responsible for:

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance
- b) the preparation and fair presentation of the performance report on behalf of Read NZ Te Pou Muramura Incorporated which comprises:

- the entity information
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Board determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Board are responsible on behalf of Read NZ Te Pou Muramura Incorporated's for assessing Read NZ Te Pou Muramura Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate Read NZ Te Pou Muramura Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Read NZ Te Pou Muramura Incorporated's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Read NZ Te Pou Muramura Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Read NZ Te Pou Muramura Incorporated to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

This report is made solely to the members of Read NZ Te Pou Muramura Incorporated. Our audit has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members, for our audit work, for this report, or for the opinions we have formed.

Moore Markhams

Moore Markhams Wellington Audit | Qualified Auditors, Wellington, New Zealand
12 April 2021

Sponsor Acknowledgements

