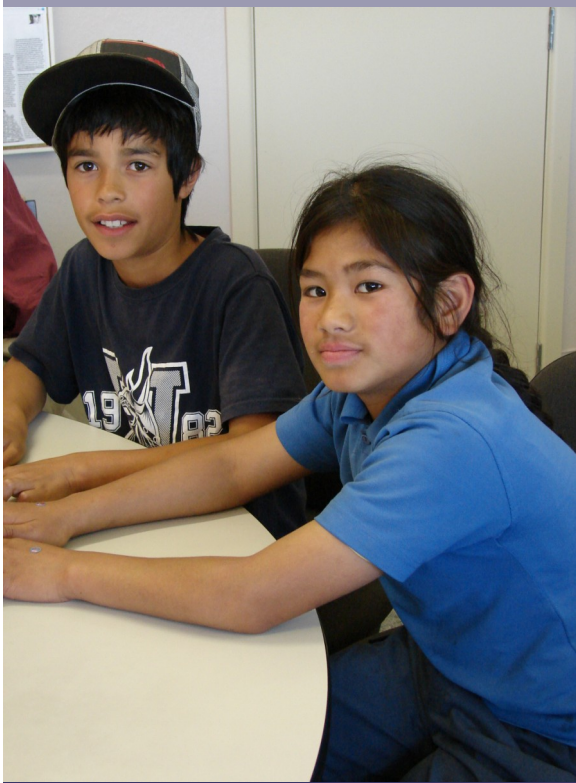
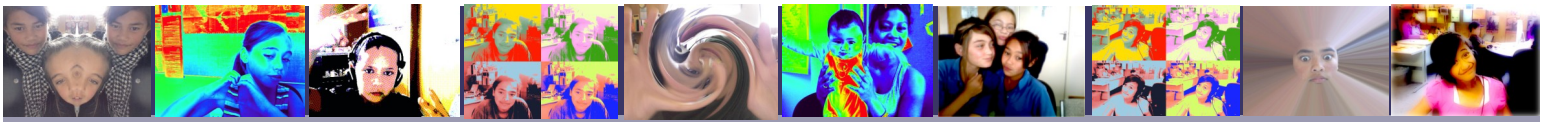


# Marton and Surrounds ICT Hub Charitable Trust Board



## Annual Report for year from 1 July 2010 to 30 June 2011

Improving computer access and computer skills in our community



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Cover image supplied by Rangitikei Mail who used image on their front page on 7 Sept 2010



Thanks



## Acknowledgement of Funding

We would like to acknowledge and thank the following organisations and individuals for their financial contributions and non-financial support:

\$200,224 from the Community Partnership Fund,  
Department of Internal Affairs (paid over 3 years)

\$8,500 from Powerco Wanganui Trust

\$2,625 from the RDC's Community Initiatives Fund  
(used for opening events, but included in 2011/12 accounts)

In exchange for use as a training venue (24 half days pa), the Rangitikei District Council covers all venue and broadband expenses at the Marton ICT Hub (valued at \$9,600)

Damian Turner-Steele of Lynx Computing is our invaluable Tech Support and gifts one hour for each paid hour (gifted \$2,773)

Other Council staff and steering group members have provided in-kind expertise during the setup phase totalling 2,070 hours (worth \$120,000 at \$58 per hour)

In our first year (2009/10) we also thank:

JBS Dudding Trust for \$28,076

Whanganui Community Foundation for \$15,000

RDC Civil Defence for \$3,937

## Volunteers at Marton ICT Hub

Sandra Stevens, Hanae Nakaishi, Kare-Ann Hirini and Dean Nash have between them supplied 665 volunteer hours (worth \$8,650.00 at minimum wage)

## Volunteers at Ratana ICT Hub

Wiremu Meremere, Dana Puketohe, Arahi Hagger, Peta Hotu, Maria Whanarere and Michelle Bissett have provided many hours at Ratana Hub





## OUR GOAL

To address 'digital disadvantage'. We provide affordable and accessible services for adults and students without access to a computer or broadband internet at home. We also help people who do not have the skills to use computers or the internet, irrespective of their access.

## TARGET AUDIENCE

Our target audience are people who are rural and isolated, young, older, low income, Maori or Pacifica.

## WHAT ARE WE?

Marton has 12 and Ratana has 6 flash 21.5" iMac computers (with both Mac and Microsoft operating systems). We have headsets to reduce noise and also have printers, whiteboards, dataprojectors and screens.



## Quotes from Ratana Hub users

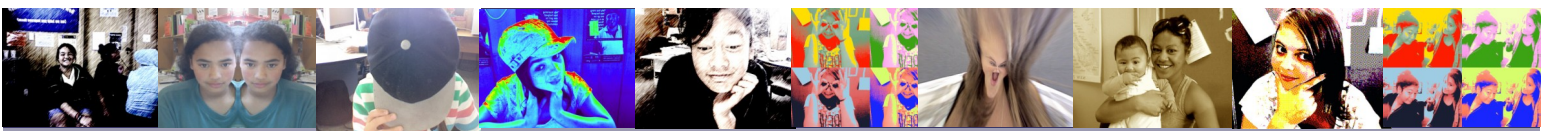
**"Couldn't even turn on a computer six months ago. Now I am able to search on Youtube and study any subject daily" (Huræ Paki, Evening/ Night Summer Volunteer, 58)**

**"My children would have no access to a computer or internet without this community Hub—awesome family environment." (Leon Maraku, dad of 4 young children, 36)**

**"Started a photography course @ UCOL in Palmerston North. Without access to these computers and their software I could never have submitted my assignments on time—thank you also for mentoring given by graphic designer volunteer, Arahi Hagger." (Peta Hotu, Volunteer for Study night group, 28)**

**"Wahine group after lunch is ideal for mothers and their friends to gather while children are at Kohanga or Kura Kaupapa" (Apereira, Mum, 20)**

Improving computer access and computer skills in our community



"This is an asset to the town giving all the locals and beyond the opportunity to have access to the Internet, learn more about computer technology and endorses people who are inexperienced to have confidence to ask for guidance whilst learning about the computer." (Anne, 27)

"I think everybody here is really awesome and kind. When we need help they help us.

Thanks for your good effort."  
(Paula Rose, 15)

"A very valuable community asset,. Awesome volunteers that run the place . Like anything else, sometimes could be done better, but in saying that those improvements all take time and money. Cheers!! (Kelvin, 59)

The hub is the super hub of all and cool and its good for us and I love the math games." (Stevie, 7)

"I think the Hub is cool because we get a whole hour free." (Tieren, 10)



## Quotes from Marton Hub users

"Love coming to the hub, I'm a beginner and the staff are always there to help you. Love it." (Phil, 55)

"The computer hub is such a good asset for Marton. I don't have a computer at home and aside from the library, it's my only access to the online world I used to take for granted. I love facebook but also reading international newspapers and also being able to do word-processing for filling out forms and job applications. The staff are friendly and helpful—this week I learned to cut + paste—and they have a wonderful way of dealing with and yet encouraging the interests of unruly children." (Sarah, 40)

I find the Hub very helpful in learning my computer as I have nowhere else to learn. Living by myself makes it hard to try and pick it up because of not having anybody to share the knowledge with. Thanks to the Hub I am able to come in and find out where I am having a problem and get it sorted out. (Ian, 56)

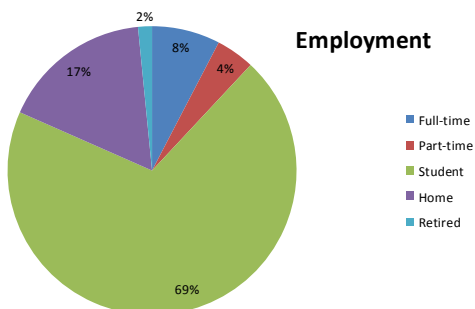
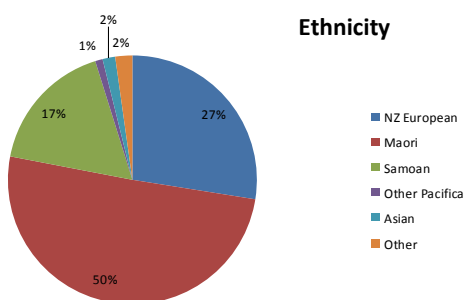
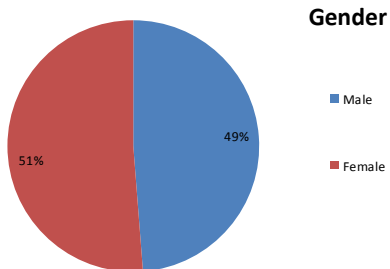
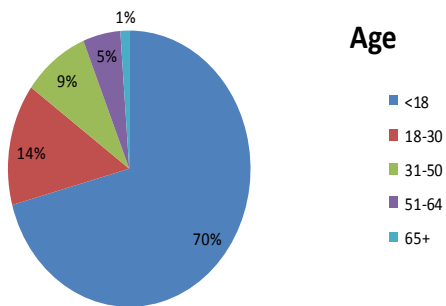
I think the Hub is awesome. I love it so much and very good service as well, Thanks Hub (Dalin, 30)

Hub is an awesome place to get to know computer skills and when you need it for homework and anything to do with computer. Sometimes you get to know other people because its where most of the kids and people in Marton spend their free time. The other main thing, it's free and flash .. whoop whoop .. fast internet service. Thanks for the hub for having this computer service in Marton.

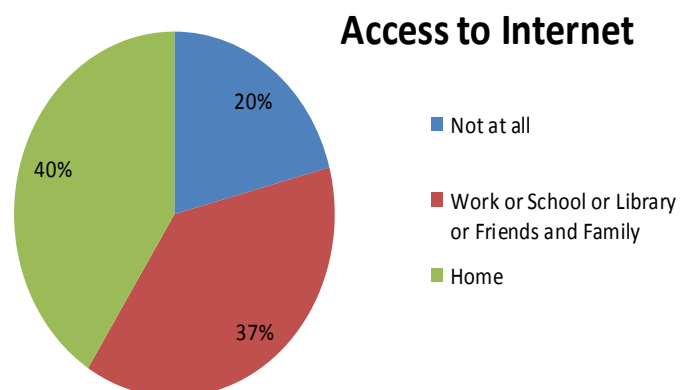
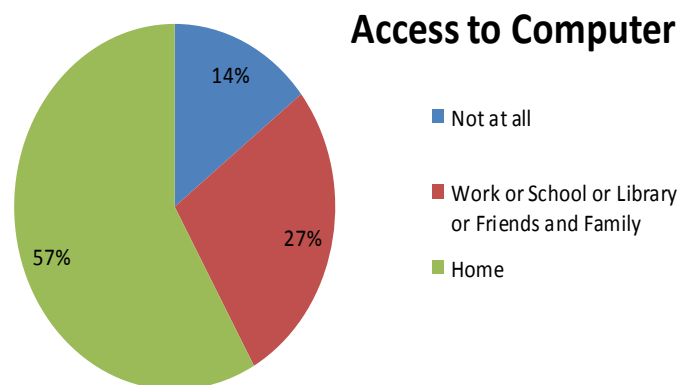
I'm just loving it but I only been in the hub for two days now." (Mundsan, 20)



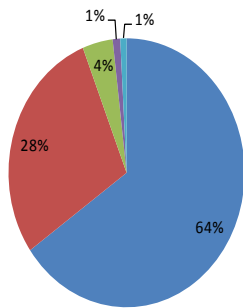




## Who uses the Marton ICT Hub?

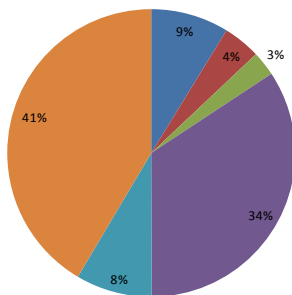


Improving computer access and computer skills in our community



**How often do you use a computer**

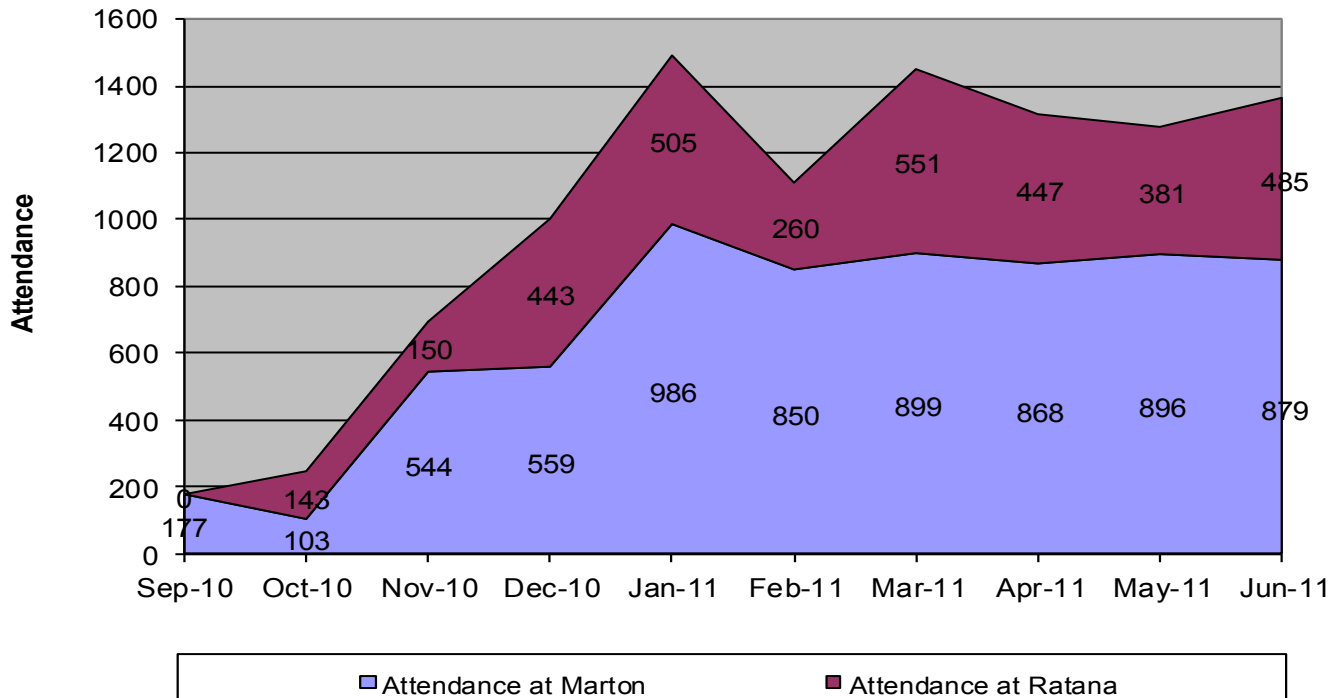
- Daily
- Weekly
- Monthly
- Once or Twice
- Never before



**Skill Level**

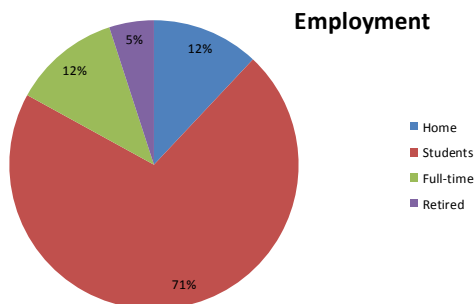
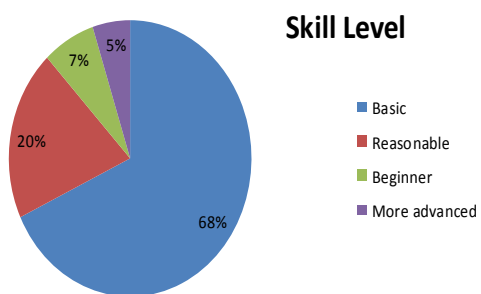
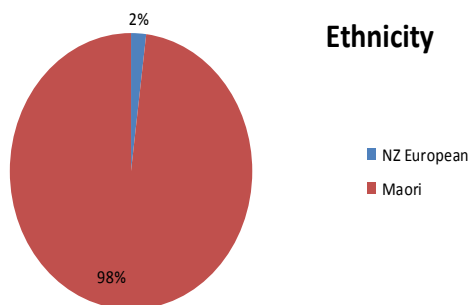
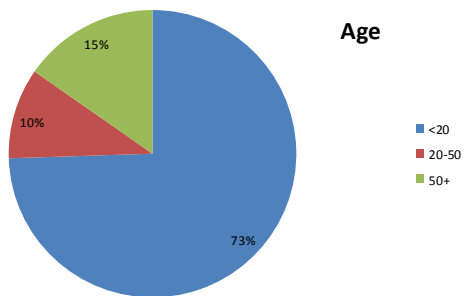
- Beginner
- Basic
- Reasonable
- Good
- Advanced
- Expert

## Total attendance for both Hubs

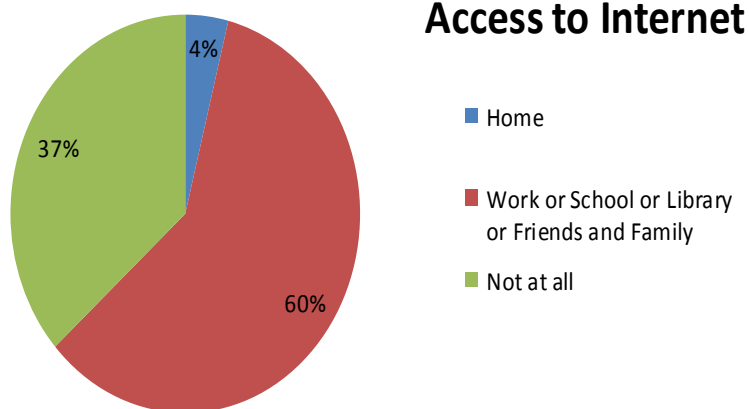
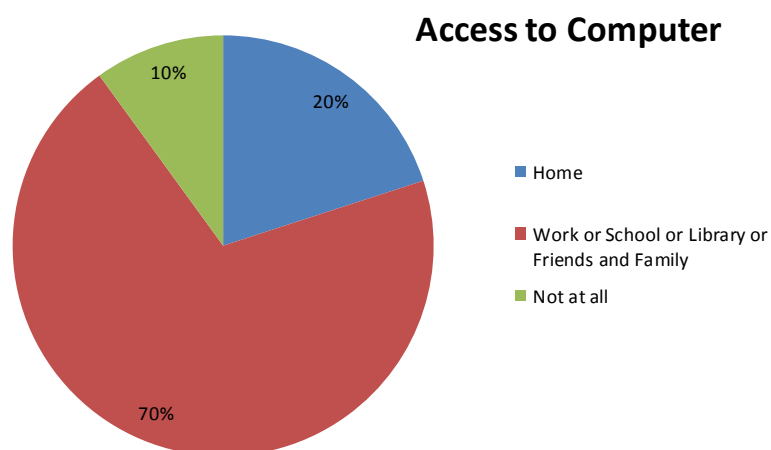


That's 10,126 attendances for the year  
6,761 at Marton and 3,365 at Ratana

Improving computer access and computer skills in our community



## Who uses the Ratana ICT Hub?



Improving computer access and computer skills in our community





## Who are we?

# Profile of Staff and Committee Members

1 July 2010 to 30 June 2011

## Hub Trustees

**Geoffrey Hipango** (Chair) is a social worker based at Ratana.

**Berys Cousins** (Secretary) is involved with St Andrews Presbyterian Church.

**Travis White** (Treasurer) is the Community Development Officer based at Rangitikei District Council.

**Vijeshwar Prasad** is Head of the Computer Department at Rangitikei College and involved with the Festival of Cultures held annually in Marton.

**James Allan** is Chair of Project Marton.

## Hub Staff

**Puawai Hagger** (Ratana Manager) arrived at Ratana thirty years ago and over the last twelve years has worked as an Archivist with the Ratana Community and Church, collating and digitising its 1918 to 1940 history.

**Angela Coleman** (Marton Manager) returned to live in Marton two years ago, to the town she grew up in, after 30 years away. As well as managing the Hub, Angela is Secretary of the Counselling Centre in Marton and a Victim Support volunteer.



Geoff Hipango

## Chair's Report

1 July 2010 to 30 June 2011

To the Honourable Board Members of the Trust, the following represents an annual report of the last 12 months since respective ICT hubs have been established in the township of Marton and the Ratana Community.

Its major objective is to provide accessibility to digital literacy for disadvantaged communities through computer hubs being established in both communities and providing capacity via Project Managers and community volunteers to provide basic education to prolong sustainability.

Bearing in mind the Rural Broadband Initiative which the Rangitikei District Council is a partner, it is an educational and economic imperative that being able to participate in the Digital Age and impart basic skills across the generation gaps now enables connection and participation and reduces isolation on a scale unprecedented. This is where the Hubs have provided an invaluable service to its communities.

Both Hubs have been used for a range of community programme initiatives such as life and communication skills, how to use basic software, educational awareness, the establishment of digital radio with a range of community organisations utilising these facilities and have provided a central base and friendly face. The software provided has also enabled students to utilise premises by providing high tech state of the art computers that are usually provided only in the tertiary sector.

Credit must be given where it is due and therefore on behalf of the Trust, I acknowledge both Angela Coleman and Puawai Hagger for being the motivational driving force. Through their passion, they have provided a range of initiatives that have been accessed by the general public.

The key issue facing many such initiatives is one of sustainability, as required overheads to maintain equipment and rent for premises must be paid. For this we look to various community funding organisations as well as the spirit of voluntarism to maintain a community service that has been welcomed and well utilised within their respective communities. The next 12 months requires us to be frugal and diligent in planning towards sustainability.



Angela Coleman

## Marton Manager's Report

1 July 2010 to 30 June 2011

The Marton Hub has 12 iMac computers and serves a community of about 4,750 people, plus rural areas and surrounding towns such as Hunterville and Bulls. Puawai and I were recruited in August 2010 and immediately started work on preparing for a month of 'Grand Opening' activities in November 2010.

Marton also hosted the Honourable Tariana Turia and a delegation from the Department of Internal Affairs in September 2010 to see how the Hub was developing and the government's money had been spent.

The children made great advertising posters which were splashed around Broadway. Marton's opening month activities culminated in an official opening by His Worship The Mayor, Chalky Leary with plenty of cups of tea and cake on a gloriously sunny Sunday. We had 550 attendances in November, which rose in January and subsequent months to an average of 850-900 monthly attendances. We were mostly just open to be used, six days a week and delivered 173 open days this year.

We also trialled a number of different sessions. Our most popular were Computer Basics (201 attendances) and Job Hunting (101 attendances for year). We also have a homework night once a week for school children (with 298 attendances). Most of our teaching sessions are done one-to-one, at the learners own pace and with a particular project in mind. That might be updating or creating a first cv, or setting up a first email or facebook or trademe account.

We were initially completely free to users, but noticing a lack of respect for the great facilities and a need to ration turns more effectively, we introduced a new policy. Users got their first hour every day free of charge, but after that we asked for a donation of \$1 per hour.

Our bookings income in our first year of activity has been very meager at \$157.50, but in the last six months of the year we banked a modest \$917 of donations from our users or about \$150 per month.







## Puawai Hagger



# Ratana Manager's Report

1 July 2010 to 30 June 2011

The Ratana ICT Hub is located in the old Post Office building next to the Marae.

The six computers serve the Ratana community of 369 people and surrounding Whangaehu and Turakina districts. Workshops have been trialed with one-on-one teaching suiting the demographics. Web search, 'Photoshop' and 'Garageband/Logic' have proved the most popular. Community volunteers from various age groups assist in making the hub more approachable and welcoming. Community voluntary organizations are utilizing the 'Skype' facilities for national meetings encouraging a broader user group.

As a Community ICT Hub, Ratana is very different in that it is completely independent of any larger organization ie Aotearoa People's Network (APN), Local Body Council, Library etc. bringing with it some serious difficulties.

At present, Telecom treats the Ratana Hub as a business, limiting Web download usage to 60G a month, with no server for monitoring or networking. Focusing this hub's digital sustainability is key priority if Ratana residents are to have access to ICT opportunities for improved education and social enhancement.

### Volunteers

Attendance is up due to the increase support of trusted volunteers, Wiremu Meremere, Dana Puketohe and Arahi Hagger. Tertiary students Peta Hotu and Maria Whanarere have evening study classes 3 times a week for 15 to 30 year olds. Michelle Bissett's Thursday morning class assists the 65 to 75 year olds. The Correspondence School has a class every 6 weeks on Thursday afternoon for secondary school students from Ratana and Turakina. Encouraging this group to attend weekly is their own volunteer, Khe Sahn Motu. Community volunteers from various age groups assist in making the Hub more approachable and welcoming, increasing the diversity of age groups utilizing the Hub.

### Community Usage

Home Computers of the digitally disadvantaged are old and in dire need of upgrading and defragging. The Ratana Hub volunteer, Arahi Hagger, has fixed and upgraded around 90 computers, some are repeat assistance.



## Puawai Hagger



## Ratana Manager's Report (page 2)

1 July 2010 to 30 June 2011

Community voluntary organizations are starting to utilize Hub 'skype' and projector facilities for national meetings ie The Arepa Brass Band and Takutai Moana Choir. During Easter weekend Church Synod reports were 'skyped' live to Australian Parishes. These are major advancements and show the Hub community communication plan is extending its networks. A recent visitor from Norway has been running work presentations at 11pm to a top hotel chain in Norway from Ratana. This is exciting and encouraging for our economic development.

The 'Whetu Marama o te Kotahitanga' newspaper established in 1924 and still published monthly in the Maori language, is the only Maori publication past or present that has endured the test of time. It has approached the Hub for assistance in the collation and typing of future publications with discussions in place to cater for a reading audience online. It's been very slow, but their first PDF went out this month. Followed by the local paper waiting on two articles yet to be submitted before online publication.

### Digital Sustainability

In February, the low 260 attendees are a result of excessive download very early in the month, leading to a complete shut down of facilities while volunteers were trained and up skilled.

With Te Kura o Ratana now receiving fibre optic cabling in 2012 collaborative community planning has started, with 'Nga Pu Waea' being consulted on a possible pilot RBI project being set up @ Ratana.

The Ratana Housing Strategy has also identified the new housing development as a community collaborator requiring utilities such as mobile voice and broadband access in homes, fostering social connectedness and economic development.

### The Hub is intent on building on the many community initiatives

- EECA insulation and clean efficient heating project
- Ratana School Fibre Optic cabling June 2012
- Ratana Housing Project – new subdivision
- Whare Maori restoration

# Annual Statements of Financial Performance and Financial Position



## AUDITOR'S REPORT

To the Members and Trustees of the Marton and Surrounds ICT Hub Charitable Trust

I have audited the financial reports on pages 1 to 4. The financial report provides information about the past financial performance of the Trust and its financial position as at 30 June 2011. This information is stated in accordance with the accounting policies set out on page 4.

### The Trustee's Responsibilities

The Trustees are responsible for the preparation of the financial report, which fairly reflects the financial position as at 30 June 2011, and the results of operations and cash flows for the year ended on that date.

### Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by the Trustees and report my opinion to you.

### Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- The significant estimates and judgements made by the Trustees in the preparation of the financial report, and
- Whether the accounting policies are appropriate to the Trust's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with New Zealand Auditing Standards. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to obtain reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than in my capacity as auditor I have no relationship with or interests in the Marton and Surrounds ICT Hub Charitable Trust

Email: [angela.hobden@xtra.co.nz](mailto:angela.hobden@xtra.co.nz)

PO Box 8014, Hokowhitu  
Palmerston North 4446

Phone: 06 357 4255 Mob: 021 408 043



## Annual Statements of Financial Performance and Financial Position

### Unqualified Opinion

I have obtained all the information and explanations I have required.

In my opinion, the Statement of Financial Position and the Statement of Financial Performance respectively give an accurate view of the financial position of the Marton and Surrounds ICT Hub Charitable Trust as at 30 June 2011 and the results for the year ended on that date.

My audit was completed on 11<sup>th</sup> April 2012 and my unqualified opinion is expressed at that date.



Angela Hobden BCom.CA.  
Palmerston North  
11 April 2012

# Annual Statements of Financial Performance and Financial Position

## The Marton and Surrounds ICT Hub Charitable Trust

### Statement of Financial Performance For the Period Ended 30th June 2011

	\$	\$
<b>Income Received</b>		
Grants from DIA	133,483	
JBS Dudding Trust (net)	24,422	
Powerco Whanganui Trust	8,500	
Donation	917	
Interest received	360	
Facility Hire	158	
		167,840
<b>Expenditure</b>		
Bank Charges	1	
Computer expenses	299	
Consumables	913	
Electricity	1,210	
Fit out - Marton	4,065	
Fit out - Ratana	12,723	
General	32	
Internet Connections	1,255	
Marketing and Publicity	2,002	
Printing and Stationery	1,134	
Rates	300	
Recruitment Costs	364	
Rent	498	
Repairs and Maintenance	500	
Technical Support	2,124	
Telephone and Tolls	176	
Wages - Hub Manager	34,400	
Wages - Ratana	9,450	
		71,446
<b>Net Surplus for the Period</b>		<u>96,394</u>

The schedule should be read in conjunction with the notes on page 4 and the attached audit report

## Annual Statements of Financial Performance and Financial Position

### The Marton and Surrounds ICT Hub Charitable Trust

#### Statement of Financial Position

As at 30th June 2011

	\$	\$
<b>Current Assets</b>		
Westpac Cheque Account	1,338	
Westpac Savings Account	21,536	
Rangitikei District Council	<u>30,233</u>	
		53,107
<b>Long Term Assets</b>		
per schedule		43,287
<b>Total Assets</b>		<u><u>96,394</u></u>
<b>Represented by:</b>		
Equity		<u><u>96,394</u></u>

The schedule should be read in conjunction with the notes on page 4 and the attached audit report



## Annual Statements of Financial Performance and Financial Position

### The Marton and Surrounds ICT Hub Charitable Trust

#### Schedule of Plant, Property and Equipment As at 30th June 2011

	Date	Cost	Open Bk Value	Addn/ Sales	Depn Rate	Years Depn	Accum Depn	Close Bk Value
3x Round Tables	Mar-10	2,947	-	2,947	15.6%DV	-	-	2,947
12 IMac 21.5"	Apr-10	24,612	-	24,612	60.0%DV	-	-	24,612
Viewsonic Projector	May-10	1,005	-	1,005	30.0%DV	-	-	1,005
13x Evo Chairs	May-10	2,834	-	2,834	19.2%DV	-	-	2,834
CLR Laserjet	May-10	678	-	678	40.0%DV	-	-	678
MacBook Pro	May-10	1,606	-	1,606	50.0%DV	-	-	1,606
4x Apple iMac 20"	Sep-10	3,356	-	3,356	50.0%DV	-	-	3,356
1x Apple iMac 20"	Sep-10	450	-	450	50.0%DV	-	-	450
8x Avant Chairs	Oct-10	569	-	569	16.0%DV	-	-	569
MacBook 13"	Oct-10	1,472	-	1,472	50.0%DV	-	-	1,472
Viewsonic Projector	Nov-10	1,635	-	1,635	25.0%DV	-	-	1,635
Hp Colour Laserjet	Nov-10	708	-	708	40.0%DV	-	-	708
1 x iMac 20"	Feb-11	1,415	-	1,415	50.0%DV	-	-	1,415
		43,287	-	43,287		-	-	43,287

The schedule should be read in conjunction with the notes on page 4 and the attached audit report

# Annual Statements of Financial Performance and Financial Position

## The Marton and Surrounds ICT Hub Charitable Trust

### Notes to the Financial Statements For the Period Ended 30th June 2011

#### Statement of Accounting Policies

##### Reporting Entity

The Marton and Surrounds ICT Charitable Trust was set up under a Deed of Trust dated 28th July 2010. The Trust was incorporated under the Charitable trusts Act 1957 on 8th September 2010 and registered as a charitable entity under the Charities Act 2005 on 17th February 2011.

The financial statements have been prepared in accordance with generally accepted accounting practice.

The trust qualifies for differential reporting as it is not a large entity and as such has taken advantage of all differential reporting exemptions.

##### Measurement Base

The measurement base adopted is that of historical cost. Reliance is placed on the fact that the Trust is a going concern.

##### Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance have been applied:-

##### Property, Plant and Equipment

All assets are recorded at cost but as the entity is a charitable entity they have not been depreciated.

##### Goods and Services Tax

The entity is not registered for GST therefore all income and expenditure items are inclusive of GST.

##### Changes in Accounting Policies

As this is the first year of trading as a separate entity there have been no significant changes in accounting policies. All policies have been applied consistently throughout this period.

Prior to the commencement of trading as a charitable trust funds for this project were managed through the auspices of the Rangitikei District Council which is a GST registered entity.

The balance of funds and assets held by the Council, offset by the grants from whence they originated have been transferred to this first year of the Trust and have thus inflated the income and assets purchased before set up date.

Lease Commitments	2011 \$
Amounts due under non-cancellable operating leases are:-	
less than one year	1,210
between one and two years	1,210
between two and five years	2,621
greater than five years	-
	<u>5,041</u>

## OUR KAUPAPA

There are many adults who are not using broadband connections and services. They cite factors such as access, relevance, lack of digital literacy skills and cost among the reasons they have not become adopters of high-speed Internet and digital media. They may see media as “just entertainment” and have declared themselves “not computer people.” They may be intimidated by technology and unsure of where to start or how to use it. By opting out, they are missing out on the opportunity to use digital media to enhance daily life. To accommodate often busy lives, adults need flexible, short-term and drop-in programmes, catered to their needs, where they can explore and learn, supported by knowledgeable and supportive assistants who offer just-in-time learning strategies. Most people learn new digital skills from a combination of trial-and-error strategies along with an “elbow-to-elbow” friend who offers appropriate help and support when needed.



Improving computer access and computer skills in our community

## Marton and Surrounds ICT Hub Charitable Trust Board

Marton ICT Hub  
33 High Street  
Behind Marton Library  
Marton 4710  
Ph 06 327 0092  
Mob 021 1234 727  
Email: [marton.ict.hub@gmail.com](mailto:marton.ict.hub@gmail.com)

Ratana ICT Hub  
4 Taihauauru St  
Ratana 4581  
Ph: 06 342 6995  
Mob: 027 231 9050  
Email: [ratana.ict.hub@gmail.com](mailto:ratana.ict.hub@gmail.com)

Incorporated Society since 10 September 2010 (2540216)

Registered Charity since 17 February 2011 (CC46184)

[www.icthub.org.nz](http://www.icthub.org.nz)