



THE NEW ZEALAND  
SOCIETY OF AUTHORS  
(PEN NEW ZEALAND INC) TE PUNI KAITIHI O AOTEAROA

# New Zealand Society of Authors (PEN NZ Inc.)

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## 83<sup>rd</sup> ANNUAL GENERAL MEETING

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THE NEW ZEALAND  
SOCIETY OF AUTHORS  
(PEN NEW ZEALAND INC) | TE PUNI KATUHI O AOTEAROA

**ANNUAL GENERAL MEETING**  
**New Zealand Society of Authors (PEN NZ Inc)**  
**Malthouse Theatre, 71 Colombo Street, Christchurch**  
**4pm Saturday 27 May 2017**

**AGENDA**

1. Apologies
2. Empty Chair (PEN NZ Inc)
3. Minutes of the 2016 AGM
4. Matters Arising
5. President's Report
6. National Office Reports: CEO Report, Programmes and Awards,  
Charitable Trust Report, Financial and Audited Consolidated Accounts
7. Branch Reports
8. Representatives' Reports
9. Confirmation of President of Honour 2017-2018
10. Ratification of President and Delegates
11. Remits
  - a. Amendment to Constitution following the dissolution of the  
Charitable Trust
  - b. Amendment to Constitution to clarify meeting requirements  
for National Council
12. Other business
  - a. Appointment of auditor 2017
  - b. Confirmation of location for the 2018 AGM [Auckland]

# Empty Chair

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AGM May 2017

PEN International is deeply concerned about the death sentence issued by a Houthi court in Sana'a against Yahya al-Jubaihi, a prominent Yemeni writer and journalist, after a grossly unfair trial. He had been arbitrarily detained since September 2016. PEN International fears that al-Jubaihi's detention and death sentence are related to his articles criticising Houthi insurgence.



PEN International calls for Yahya al-Jubaihi's death sentence to be quashed. Yahya al-Jubaihi should be released or retried in proceedings that conform to international fair trial standards and without the possibility of a death sentence.

Yahya al-Jubaihi (61) is a writer and journalist, and member of the Arab Journalists' Association and Yemeni Journalists' Syndicate. He wrote regular columns in many Yemeni and other Arabic newspapers such as Okaz and al-Madina, including an article in 2015 in which he sharply criticised the Houthi raids and invasions of some regions in Yemen. According to news reports, this article has led to his arrest and conviction. On 6 September 2016, he was arrested by Houthi uniformed security agents in front of his house in Yemeni capital Sana'a; they also broke into his home and confiscated his electronic devices, books and other documents. His family says he was transferred to several prisons and detentions centres before being sentenced to death on 12 April 2017 by a Houthi rebel court in Sana'a. According to news report, the verdict has been issued without respect of the principles of fair trial - lawyers were not allowed to meet Al-Jubaihi or attend the hearing and the court decision was pronounced in only one hearing. Al-Jubaihi was found guilty of spying for a foreign country (Saudi Arabia) and helping the rival President Abd-Rabbu Mansour Hadi who resigned in January 2015 after pressure from Houthis. Before being arrested, Al-Jubaihi had received anonymous threats and was asked to write an article supporting Houthi presence in Sana'a, which he refused. During his detention, he was denied access to medical care despite being in poor health.

It is worth noting that it is the first time a death sentence is issued under Houthi authority against a writer. On 10 April 2017, 36 activists, among them blogger, writers, human rights defenders and professors, appeared before the same court in Sana'a. All of them have been arbitrarily arrested during the last two years without charge or fair trial. According to News report, the activists bore signs of torture and other ill-treatment. They are being accused of disruption and making assassination attempts. To date no verdict has been reached in this case. Pen International will continue to closely monitor the situation of these activists and to call for the full respect the right to freedom of expression.

To join the **New Zealand PEN Writers in Prison Committee** or to take part in letter writing on behalf of persecuted writers, contact Lesley Marshall [editline@xtra.co.nz](mailto:editline@xtra.co.nz) who will provide you with guidelines on responding to the current PEN Rapid Action Network.

# Minutes to the 82<sup>nd</sup> AGM

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**Minutes of the 82<sup>nd</sup> Annual General Meeting of**

**The New Zealand Society of Authors (PEN NZ Inc)**

**2pm Saturday 11 June**

**Toi Pōneke Arts Centre, Abel Smith St., Wellington**

## **Present:**

Tui Allen, Bex Ansell, Viv Ball, Fleur Beale, Norman Bilbrough, Robyn Cooper, Riaz Dean, Barbara Else, Chris Else, Tracy Farr, Peter Farrell, Janis Freegard, Kathleen Gallagher, Heather Hapeta, Sarah Harpur, Elizabeth Heritage, Kerry Hines, Keith Johnson, Sara Johnson, Susan Koster, Anna Mackenzie, Kate Mahony, Paul Maunder, Kyle Mewburn, Barbara Murison, Geoff Palmer, Katherine Palmer-Gordon, David Parkyn, Sarla Patel, Maggie Rainey-Smith, Queenie Rikihana-Hyland, Catherine Robertson, Joan Rosier Jones, Lionel Sharman, Rebecca Styles, Vanda Symon, Joy Tonks, Philippa Werry

## **PEN International - Empty Chair**

Mohammad Sadiq Kabudvand, a Kurdish Iranian journalist and writer who is currently serving a 10-year prison sentence for 'acting against national security by forming and managing an illegal organisation (the Kurdistan Human Rights Organisation)'. Kabudvand began a hunger strike on 8 May 2016 and was admitted to hospital on 22 May but returned to prison on 5 June 2016.

## **Apologies**

Bridget Stocker, Frances Cherry, Jenny Argante, Vivienne Plumb, Mandy Hager, Marilyn Duckworth, Nelson Wattie.

## **Minutes of the 2015 AGM:**

The Minutes were opened for discussion.

Received –Anna Mackenzie, second – Chris Else

**CARRIED**

## **Matters Arising:**

There were no Matters Arising.

## **President's Report:**

The President's Report had been previously circulated.

The Report was opened for discussion

Chris Else commented that there is a perception that NZSA is dominated by unpublished writers, which is not true, and is there anything that can be done.

Action: National Office to encourage members to update their membership status. National Office and National Council to identify positive ways to get the message out to the public that NZSA is predominantly published writers, but still values its associate members, many of whom go on to become published.

Received – Vanda Symon, second – Heather Hapeta

**CARRIED**

### **Chief Executive Officer's Report including Programmes and Awards**

The Chief Executive's Report had been previously circulated.

A motion to accept the report was presented from the Chair.

It was moved that the reports be accepted.

Received – Philippa Werry, second – Anna Mackenzie

**CARRIED**

### **Financial Statements:**

Kathleen Gallagher requested the Contractors line be broken into two to show Contractors for Branch workshops as a separate item. This will be considered when National Office moves to a new accounting package.

A motion to receive the Financial Statements was moved by the Chair.

First – Anna Mackenzie, second – Chris Else

**CARRIED**

### **Branch reports**

Branch reports were circulated prior to the meeting and a representative from 5 of the 7 Branches spoke for two minutes about their Branch highlights through the year.

A motion to accept the Branch reports was moved by the Chair.

First – Vanda Symon, second – Fleur Beale

**CARRIED**

### **Representative Reports**

The Representatives' Reports had been previously circulated.

A motion to accept the Representatives' Reports was moved by the Chair.

First – Katherine Gordon, second – Kate Mahony

**CARRIED**

**Ratification of Delegates**

Vanda Symon for Southland / Central Otago, Kathleen Gallagher for Central and Northern South Island, Philippa Werry for Wellington Region, Anna Mackenzie for Central Districts and Tui Allen for Northern Districts, North Island.

First – Fleur Beale, second – Barbara Else

**CARRIED**

**President-of-Honour for 2015-16**

Joan Rosier-Jones was announced as President of Honour for 2016 - 2017.

Joan accepted the role and briefly addressed the members at the meeting.

First – Vanda Symon, second – Paul Maunder

**CARRIED**

**Other Business**

**Reappointment of Auditors**

Moved by the chair

**CARRIED**

**Venue for next AGM**

Canterbury Branch will host the 2017 AGM

**With no further matters arising, the 82<sup>nd</sup> Annual General Meeting of the New Zealand Society of Authors (PEN NZ Inc.) closed at 2:45pm**

Signed .....

Kyle Mewburn, President

Date.....

# President's Report

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My final twelve months as President have certainly had their ups and downs. Firstly, some of the highlights.

Top of the list is the inaugural National Writers Forum. It was, I think, a highlight of the writing year for everyone who attended. From the exceptionally powerful and moving opening address by Chris Cleave to the Celebrity Debate which sent everyone home with smiles on their faces, there wasn't a dull moment. Our National Office Team, Forum co-ordinator, Claire Mabey, and a host of volunteers, did a brilliant job both in enticing such an array of top notch international speakers, and in setting such a wide-ranging programme of professional workshops, presentations and discussions.

For me, the real highlight was the sense of inclusivity and camaraderie the event engendered. Due both to the attendees, who maintained a buoyant, festive mood throughout, and also our invited guests, who embraced the event's philosophy and spent the entire weekend attending sessions and mingling with attendees.

It has been a busy year on the advocacy front. From mobilising against changes to the PLR or Auckland library restructures; to writing submissions on issues such as the Marrakech Treaty; to championing freedom of expression both at home and abroad. The year also saw the first comprehensive writers' earnings survey, which proved sombre reading. There have been some notable victories, many of which unfolded behind the scenes without much fanfare or acknowledgment. It is gratifying to realise NZSA is one of the first points of call for government agencies, the media and other organisations wishing to engage with the literary sector.

It has also been gratifying to see some of our initiatives gain in stature. Such as our Waitangi Day Honours, celebrating achievements on the international stage (this year awarded to Anna Smaill) - the only peer-based literary award in the country. Or, closer to home, our Taipūrākau Honours presented as a tribute to long-serving members. Our thanks to Haare Williams for giving so much time and thought to the naming of the honours, ensuring they were imbued with sufficient mana and meaning.

As for the lowlights, top of the list is undoubtedly the recent departure of our wonderful CEO, Jackie Dennis. As you may recall, our previous CEO resigned shortly after I was elected President, so I guess, in a way, Jackie's departure has completed some kind of cosmic cycle. Out of necessity, she hit the ground running and hasn't stopped since. From the outset it was apparent she would provide the kind of vibrant positivity the organisation so badly needed. In fact, she turned out to be a human dynamo.

During the last three-plus years she has expanded our programmes and implemented several new initiatives, including the NWF. Indeed, none of the highlights mentioned above could have happened without Jackie's dedication and commitment. She has also revealed exceptional talents at fiscal management, advocacy and strategic planning. Significant changes at National Office - both in staffing and operations - combined with changes to the way National Council performs its governance role, have ensured the Society maximises its limited resources while maintaining a steady financial position.

Jackie has been a pleasure to work with. I wish her all the best in her new role. She will be a hard act to follow. But I have no doubt our incoming CEO will be up for the challenge.

The issue of the Society's long-term financial sustainability has also taken up considerable time and thought. Though we have, in the last four years, run a tight budget and experienced a period of slow, but sustained growth, securing additional funding to ease the workload of our CEO and provide a financial buffer, has been a frustrating Catch 22. With existing programmes and tasks already overtaxing our resources, there has simply been no time to actively pursue alternative sources of revenue, whether that be sponsorships, partnerships or grants.

It is especially frustrating when there are so many exciting initiatives put on hold due to a lack of time and/or resources. Ironically, many of these initiatives might also, in time, generate a much-needed supplementary income stream. It is with some regret I leave with this issue still unresolved. It is likely an issue which will continue taxing the incoming CEO and President in the coming years.

It has also been frustrating to see initiatives such as Book Week, commenced in 2015 to celebrate local books and authors, fail to gain much traction or be fully embraced by the wider literary community. Despite lots of enthusiastic support from NZSA branches and local members. Given there is little likelihood of government support or other funds being diverted to the cause of promoting local literature any time soon, any initiative must, of necessity, be a grassroots movement. Book Week may not be the answer, but it is, at least, a start.

All-in-all, another typical year, really.

It has been an enormous privilege to witness first-hand the extraordinary amount of time and energy invested in the organisation by its members and staff. From National Council to local branches and hubs; representatives and volunteers.

It has been an honour serving the Society. I have always believed NZSA has a vital role to play in the professional lives of local writers. After four years as President, I leave more certain than ever.

**Kyle Mewburn**



# Chief Executive's Report AGM 2017

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Kia ora tātou

2016 was a successful year full of many high notes for the NZ Society of Authors (Pen NZ Inc.) The steady growth of membership is an endorsement of the direction the NZSA is taking.

Advocacy during 2016 included

- Opinion sought from Rick Shera on the Blind Foundation's commercialisation of their audio catalogue, created under Section 69.
- Submission to the Government about the Marrakesh Treaty.
- Letter to Radio NZ about the Drama department job losses and the impact of that on New Zealand writers
- Letter to PLR Advisory Committee NZSA Members
- Spoke to Tim Antric about concerns with Auckland library staff being told not to speak to media about changes made to cut costs.
- A letter to Peter Dunne and Chief Librarian to review PLR resulted in Kyle meeting with the Chief Librarian
- Intense communications with Kevin Moffatt at National Library about the changes made to how PLR entitlements were calculated when they separated out editions, making it harder to reach the threshold. We won the fight and they reverted to original administration calculations.
- Wrote to Minister Parata arguing for an ELR
- Submission to the National Library in response to Positioning for the future: Draft strategic Directions to 2030 consultation document

These are available to read at <http://authors.org.nz/about/advocacy-issues/>

Thank you to the Branches for helping in our transition to Xero. We now hold data from all the branch bank accounts and we get regular data of transactions made. This enables us to prepare our GST return without an accountant's help.

We updated and re-printed our most popular booklets, *The Business of Writing* and *Digital Publishing* and they can be purchased at the bookshop on line.

2016 saw the conclusion of stage 3 of the NZSA Oral History project where Deborah Shepard travelled the country to interview Owen Marshall, Joy Cowley, Philip Temple, Chris Else, Tessa Duder, David Hill, Marilyn Duckworth and Witi Ihimaera. Looking ahead we hope to have excerpts available as podcasts on our website and Deborah has a publisher interested in publishing a book that will include excerpts from these interviews.

# National Writers Forum Report

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## Summary

The National Writers Forum was an ambitious project for the New Zealand Society of Authors. Our purpose and goals were clear and measured against these, the event was a great success.

Goals for the NWF:	Achieved
<b>For Writers</b>	
to give writers access to high quality professional development	yes
to give writers a place to connect with their peers and special interest groups	yes
to create a sense of community for New Zealand writers	yes
<b>For NZSA Business capability:</b>	
is increased as the result of a growing membership	yes
positive relationships with other industry sector organisations is enhanced / long term partnerships are developed	yes
NWF promotes the NZSA (and the literary sector)	yes
<b>For NZSA Financial viability</b>	
NWF provides additional income to the Society	potentially
Advertising revenue from literary related organisations is increased	yes
<b>For NZSA to connect with the wider community</b>	
The wider community is able to connect with NZSA through the NWF	yes
NWF introduces more writers to PEN and its principles	yes

Over and above this one of the ticket buyers who joined NZSA to get the ticket discount entered the pitch perfect competition and won a one hour meeting with Mandy Brett from Text Publishing. Text were intrigued and asked to read her manuscript. Last month Weng Wai Chan signed a publishing deal with Text Publishing – this is a huge success story.

## Ticket Sales Statistics

Tickets sold in total: 140

136 NWF tickets sold via iTicket / 4 Tickets sold at the event

72 Early Bird: 62 members / 10 non-members

68 Standard: 44 members / 24 non-members

25% of ticket buyers at the NWF were not members (35 tickets), and 11 became a member before buying a ticket, so this indicates our presence in the community has increased.

#### Ticket sales by Regions

	%	Region	Tickets sold
•	2.6%	Northland	5
•	53.6%	Auckland	105
•	3.6%	Waikato	7
•	3.1%	Bay of Plenty	6
•	5.1%	East Coast & Hawkes bay	10
•	17.8%	Wellington & Wairarapa	35
•	2.5%	Nelson & Marlborough	5
•	3.1%	Canterbury	6
•	2.5%	Otago & Southland	5
•	6.1%	Not specified	12

#### Eight most popular sessions when writers booked (where they had to choose)

1. Are you there yet? Getting your manuscript ready
2. Support Sustain and Survive
3. Publishing 101
4. Writing Psychology: Chris Cleave masterclass
5. Perfect Pitch
6. Structure Plot and Pace (Ben Saunders / Greg McGee / Catherine Robertson)
7. Building Fantastic Worlds: Helen Lowe masterclass
8. Live Live Edit

### Eight highest rating sessions from the survey

1. Chris Cleave: Writing Psychology masterclass
2. Chris Cleave: Keynote address The Clocks are striking thirteen
3. Tusiata Avia in conversation with Leilani Tamu: Writing Fale Aiku
4. Elizabeth Heritage: Publicity Masterclass
5. The Great Debate: Paula Morris, Leilani Tamu, Toby Manhire, Michelle A'Court. Moderator Te Radar
6. Building Fantastic Worlds: Helen Lowe
7. Creating Fiction From Fact: Anna Mackenzie
8. Unprintable Books: Kate Pullinger

### Some feedback from the survey:

*Q: Do you have any other feedback for us:*

- Well organised. Excellent smooth running, well catered and great venue. The drinks was a great networking opportunity. It would have been good if some sessions were on more than once in the day. Having to choose one out of 3 good choices was difficult.
- Thank you for the great work. Beforehand I thought it too expensive and nearly didn't go but it was actually good value. If it could be done cheaper I am sure more people would go.
- I was grateful to be able to meet with publishers. The perfect pitch was a draw card for me. The opportunity to meet with Harriet Allan was a fantastic. Winning the perfect pitch made the NWF a truly valuable experience.
- Wonderful weekend, very inspiring and encouraging, great chance to connect with other writers, good mix of practical and craft sessions, Chris Cleave was a brilliant choice for keynote speaker, I liked the fact that session topics were broad enough to encompass writers of many different genre
- I LOVED this event. Do it annually! I flew up from Dunedin for it and slept on a couch and I would do it again!

### Looking ahead

The plan is to run the event again in 2018. CEO will seek extra sponsorship so an event manager can be employed to take the administrative burden off the Chief Executive and the National Office.

### **Jackie Dennis**

Chief Executive Officer (20 Jan 2014 – 5 May 2017)

# Programmes & Awards Report

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## Overview

The Mentor Programme 2017 is underway with all mentors and mentees working together. The Youth Mentorship 2017 is underway with all students matched with mentors and working together. StartWrite 2017 is open for submissions. CompleteMS 2017 will close for applications on 26 May.

### **Mentor Programme 2017**

*Selection Panel: Pippa Werry (con), James George, Daphne de Jong*

There were 67 applications for the programme this year. This compares with 73 applications in 2016 and 67 applications in 2015. The 2017 recipients are: Helen Caldwell, Paul Chapman, Makyla Curtis, Michelle Elvy, Joy Fu, Rachel Honey, Caoimhe McKeogh, Nadine Millar, Wendy Nolan, Alex Stone, Judith Stanley, Simon Thomas, Jane Va'afusuaga, and Gareth Ward.

### **StartWrite 2017**

This programme opened for applications on 27 Jan. There are 28 assessments available and 6 have been allocated.

### **Youth Mentor Programme 2017**

*Selection panel: Anna Mackenzie (con), Ted Dawe, Tina Shaw*

Applications for this programme are open with a deadline of 31 March.

### **CompleteMS 2017**

*Selection Panel: Penelope Todd (con), Emma Neale, Phillip Mann*

Applications for this programme will close on 26 May.

### **NZSA/Auckland Museum Research Grant**

Selection panel: *TBC on confirmation*

Confirmation that this grant will run in 2017 needs to be confirmed by their board, but we expect the grant to go ahead.

### **The Peter & Dianne Beatson Fellowship 2017**

Selection panel: *(TBC) David Hill (con), Lesley Marshall, Catherine Robertson*

This Fellowship will open for applications on 9 June.

**CLNZ / NZSA Research Grants**

Selection panel: *Chris Else (con), Susanna Lyle, David Veart*

These grants will open for applications on 16 June.

**NZSA Lilian Ida Smith Award 2017**

Selection panel: *(TBC) 3 of Lee Murray, Paddy Richardson, Rae McGregor, James Norcliffe*

Applications for this biennial Award will open on 21 July.

**Hachette Mentor Program 2017**

This program has been confirmed with Hachette for 2017.

Opens for applications on 9 October, closes for applications on 4 November

# Financial Report to Year End 31 December 2016

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The audited accounts for the year to 31 December 2016 are available to members on our website [authors.org.nz](http://authors.org.nz) and have been circulated to 2017 registered AGM attendees prior to the AGM.

## National Office

### INCOME

Income for 2016 was \$345,396, 45% up on last year's income of \$237,588. Membership fees were maintained, showing a 4% increase on last year, but the main reason behind the significant increase in both revenue and costs was the inaugural National Writers' Forum, discussed below. Grant income from Creative NZ was up \$51,850 on last year, \$20,000 of this increase earmarked for the Writers Forum.

In 2016, 7 funding applications were submitted, 4 of them successful.

### EXPENDITURE

Expenditure for 2016 was \$345,895, 49% up on last year's \$231,662. Costs have been generally held in line with last year. Where they vary, this is generally due to costs related to the Writers Forum.

### NATIONAL WRITERS FORUM

As reported in the CEO's report, the event was an ambitious project for the Society and a great success. Financially, costs were covered, but with considerable input from the CEO and National Office. As Jackie has said in her report, extra revenue needs to be secured to cover the costs of an event manager.

According to an analysis carried out earlier this year, event expenses totalled \$71,301, and have been reported in these accounts under a number of headings, as contractors, design costs, speakers and presenters as well as NWF event costs.

Event revenue totalled \$76,430, the main contributions being \$24,700 from sponsors, \$30,399 from ticket sales and a grant of \$20,000 from Creative NZ.

### CONSOLIDATED P&L

The consolidated Profit & Loss account for 2016 shows a surplus of \$38,810. This includes the reclassification as income, due to a change in accounting standards, of \$37,235 of grants previously classified as liabilities. This is explained in note 5 in the accounts. The pre-tax profit for the year was \$1,929.

## GRANTS APPLIED FOR IN 2016

Funding applied for from	Amount requested \$	Amount received \$
Auckland Council	6,000	1,500
Asia NZ Foundation	2,000	-
Pub Charity	1,322	1,322
NZ Community Trust	7,667	-
Lion Foundation	4,163	-
Foundation North	2,163	2,000
First Sovereign	2,946	2,946

## STATEMENT OF SERVICE PERFORMANCE

Data quantifying our service performance is set out on page 7 of the accounts. This data is subject to audit and forms part of the audit opinion on pages 3 to 5.





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## The New Zealand Society of Authors Charitable Trust

### Trustee Report for the AGM 2017

The New Zealand Society of Authors Charitable Trust was formed in 16 December 2008. It was registered with the IRD and as an incorporated society on 17 March 2009.

The Trust was formed to acquire Charities Commission registration in order to support the New Zealand Society of Authors (PEN NZ Inc.). However the application to the Commission was questioned and the Trustees (the same as the National Council Delegates for NZSA PEN at the time) decided not to pursue this application for the time being – it was subsequently put on hold.

The Trust was inoperative and it was unanimous at the AGM in 2015 that it should be closed. The Trust was closed on 8 November 2016.

#### Current Trustees

Trustees Kyle Mewburn and Bruce Erasmus

#### Financial Report

For the Financial Year from 1 January to 31 December 2016 the following transactions took place:

DATE	CR	DR	
<b>Opening Balance</b>	<b>\$87.30</b>		
29 Feb 2016	\$.07		Interest Paid
31 Aug 2016	\$.07		Interest Paid
<b>Closing Balance</b>	<b>\$87.44</b>		

Resident's Withholding tax was deducted from the interest at source by the bank. The accounts have not been audited. A Nil return will be filed with the IRD.

The closing balance of \$87.44 was transferred to the NZSA account on 8 November 2016.

**General**

The trust cannot be used for the purposes that it was set up so it has been closed. Closing the Trust will prompt changes to the NZ Society of Authors (PEN NZ Inc.) constitution. Clause 2(c) and 2(d) will no longer be relevant.

NZSA National Office

19 May 2017



THE NEW ZEALAND  
SOCIETY OF AUTHORS  
(PEN NEW ZEALAND INC) TE PUNI KAITUHI O AOTEAROA

# Annual Report

New Zealand Society of Authors (PEN NZ Inc)  
For the year ended 31 December 2016

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**The New Zealand Society of Authors (PEN NZ) Inc**  
**Auditor's Report**  
**for the Year Ended 31 December 2016**

**Opinion**

We have audited the accompanying performance report of The New Zealand Society of Authors (Pen NZ Inc) on pages 6 to 28, 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 2016, the statement of financial position as at 31 December 2016, the statement of accounting policies and other explanatory information.

**Qualified Opinion**

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report:

- 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 performance report on pages 6 to 28 presents fairly, in all material respects:
    - the entity information for the year ended 31 December 2016
    - the service performance for the year then ended; and
    - the financial position of The New Zealand Society of Authors (Pen NZ Inc) as at 31 December 2016, 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 in New Zealand by the New Zealand Accounting Standards Board.

**Basis for Qualified Opinion**

Control over income from donations, prior to being recorded, is limited and there are no practical audit procedures to determine the effect of this limited control.

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 The New Zealand Society of Authors (Pen NZ Inc) 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 in our capacity as auditor we have no relationship with, or interests in, The New Zealand Society of Authors (Pen NZ Inc).

## **Restriction on Responsibility**

This report is made solely to the Directors, as a body. Our audit work has been undertaken so that we might state to the Directors those matters we are required to state to them in an auditor's 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 Directors as a body, for our audit work, for this report, or for the opinions we have formed.

## **Directors' Responsibility for the Performance Report**

The Directors are responsible on behalf of the entity for determining that the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) framework is acceptable in the entity's circumstances and, 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 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 in New Zealand by the New Zealand Accounting Standards Board, and
- (c) for such internal control as the Directors determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Directors are responsible on behalf of the entity for assessing the entity'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 Directors either intend to liquidate the entity 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 this performance report.

As part of an audit in accordance with ISAs (NZ), 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 the entity'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 Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity'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 the entity 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 Directors 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.

A handwritten signature in black ink, appearing to be 'R. Hunsell', written in a cursive style.

Hounsell Accounting Limited  
Auckland  
30 April 2017

## NZ Society of Authors (PEN NZ Inc) - Statement of Service Performance 2016

NZSA is the principal representative for the professional interests of writers. We are guided by the principles of fair reward and recognition for NZ writers, quality in all forms of written expression, and freedom of expression. We work to improve income and conditions, promote New Zealand writing and literary culture and develop a community for writers.

Outcomes	Outputs	Quantify	Quantify
<b>Promoting NZ writing and literary culture</b>			
<b>Communication</b>		<b>2016</b>	<b>2015</b>
	www.authors.org.nz (users that have had at least one session) www.nationalwritersforum.org.nz (unique visitors) Literary Bulletin (enews) NZ Author (magazine) Media releases Distribution of members New Books List	63,897 10,080 unique users, 220 subscribed to news emails Fortnightly Quarterly 27 Monthly	41,078  Fortnightly Quarterly 32 Monthly
<b>Developing and creating a community for writers</b>			
<b>Membership</b>			
	Branches Branch meetings  Branch workshops and guest speakers  Volunteer hours (branches) National Writers Forum conference	8 branches from Northland to Otago/Southland 11 per annum at each branch Many and varied, as represented in Branch reports in AGM documents 4171 hours which is equivalent to 2.4 full time employees based on a work week of 37.5 hours 140 tickets sold / 136 by iTicket and 4 at the event	8 branches from Northland to Otago/Southland 11 per annum at each branch  varied  We are gathering this data for 2016
<b>Quality in all forms of written expression</b>			
<b>Professional Development</b>			
	Literary Mentorship programme CompleteMS Programme - Manuscript assessment Youth Mentorship Programme  StartWrite Programme - Chapter and synopsis assessment Hachette Mentorship oppportunity	14 recipients 17 recipients 3 recipients  28 recipients 2 recipients	13 recipients 13 recipients 3 recipients  28 recipients 2 recipients
<b>Grants, Awards and Fellowships</b>			
	Janet Frame Memorial Award Peter and Dianne Beatson Fellowship CLNZ / NZSA Research Grant NZSA / Auckland Museum Research Grant	1 awarded 1 awarded 4 awarded 2 awarded	1 awarded 1 awarded 4 awarded 2 awarded
<b>Fair reward and recognition for NZ writers / Protecting right to freedom of expression</b>			
<b>Advice and Support</b>			
	Consultancy Service (letter, phone, email)	The CEO repoded in writing to 51 queries (from 44 members) to do with contracts, copyright, defamation and disputes. The Members Advisory Committee were consulted for 23 of these queries.	The CEO repoded in writing to 42 queries to do with contracts, copyright and disputes. The Members Advisory Committee were consulted for 22 of these queries.
<b>Representation</b>			
	NZSA representation	PLR Advisory Committee Copyright Licensing NZ Board WeCreate Board Book Awards Trust Robert Burns Fellowship Committee Whitireia Advisory group Northtec Advisory group Book Council sector steering group	PLR Advisory Committee Copyright Licensing NZ Board WeCreate Board Book Awards Trust Robert Burns Fellowship Committee Whitireia Advisory group Northtec Advisory group Book Council sector steering group
<b>Advocacy</b>			
	Submissions made to support writers         Other advocacy work	To the National Library Positioning for the future: Draft strategic Directions to 2030 consultation document. To Parliament regarding Parliamentary Standing Orders (a Freedom of Expression issue) Responding to the governments discussion document on the Marrakesh Treaty to determine whether NZ should accede to the Marrakesh Treaty and if so what changes to the Copyright Act would be needed.  Wrote to Hon Hekia Parata, in her role as Minister of Education posing an argument for an Educational Lending Right (ELR).  Ongoing communications with National Librarian to consider certain PLR factors as he takes libraries through the digital shift.  Ongoing communications with Radio New Zealand expressing our concern about reduced support to NZ Writers and NZ Books  Urgent communications with the National Library following a change made to the calculation of titles eligible for PLR payments. Meeting with Auckland Libraries General Manger to express concerns about cuts at Auckland's public libraries.	Exploring Digital Convergence Green Paper submission Submission to the Board of Review regarding the Review of the Classification of Into the River written by Ted Dawe         Submission made to Copyright Licensing New Zealand Limited



# Statement of Profit or Loss - National Office

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is National Office.

	NOTES	2016	2015
<b>Trading Income</b>			
Administration fee		5,300	7,949
Advertising		5,352	5,478
Donations Received		825	1,216
Grant received - Gaming Charity and others		8,017	9,461
Grant Received Foundation North		2,000	-
Grants Received Creative NZ		109,350	58,500
Grants Received NZOH - NZ Oral History		5,961	5,961
Interest Received		1,976	3,475
NWF sponsorship & support		24,700	-
NWF Ticket sales		30,399	-
NZ Author subscriptions		1,258	822
Programme & Award Fees		4,034	4,721
Sale of Publications		739	730
StartWrite Service Fees		1,377	1,057
Subs from Members		143,271	138,180
Sundry Income		-	39
Workshop & Application Fees		838	-
<b>Total Trading Income</b>		<b>345,396</b>	<b>237,588</b>
<b>Gross Profit</b>		<b>345,396</b>	<b>237,588</b>
<b>Expenses</b>			
ACC Levy		289	637
Accountant		7,019	6,546
Assessment Programme		9,597	9,398
Audit Fees		4,498	3,848
Bad Debts Expense		139	-
Bank Fees		898	167
Branch Support		14,290	1,797
Contractors		25,190	8,659
Depreciation with Adjustments		6,783	2,501
Design & Branding		4,571	2,900
Honorariums		10,000	6,610
Income Tax Provision		353	-
Insurance		1,736	1,144
iT Support		387	344
Meeting Costs		1,751	1,620
National Writers Forum Event		51,168	-
Office Rental & Venue Hire		8,000	8,000

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

	NOTES	2016	2015
Office Expenses		2,128	1,478
Payments to Mentors		21,760	20,054
Payments to PEN		496	708
Postage & Distribution		7,358	-
Printing & Stationery		5,194	8,340
Prizes and Awards		3,000	7,772
Professional Development		1,000	453
Promotion & Marketing		1,873	1,590
Purchase of Publications		157	286
Selection Panel, Judges		3,173	-
Speakers & Presenters		9,341	-
Start Write assessment programme		4,369	4,059
Subscriptions and Levies		1,160	990
Telephone, Power & Broadband		1,901	2,245
Travel & Accommodation		2,658	7,237
Wages & Salaries		131,872	121,090
Web Site Expenses		1,785	1,190
<b>Total Expenses</b>		<b>345,895</b>	<b>231,662</b>
<b>Net Profit (Loss) for the Year before adjustments</b>		<b>(498)</b>	<b>5,926</b>
<b>Prior Year Adjustment - Transfer from Bequest Held - Lilian Ida Smith</b>			
Prior Year Adjustment - Transfer from Grants & Bequests Held		27,477	-
<b>Net Profit (Loss) for the Year</b>		<b>26,979</b>	<b>5,926</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Auckland

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Auckland.

	NOTES	2016	2015
<b>Trading Income</b>			
Donations Received		2,490	2,285
Interest Received		74	44
NZSA Branch Assistance		5,745	-
Sundry Income		5,000	1,129
<b>Total Trading Income</b>		<b>13,309</b>	<b>3,458</b>
<b>Gross Profit</b>			
		<b>13,309</b>	<b>3,458</b>
<b>Expenses</b>			
Contractors		8,038	-
Donations Made		104	-
Meeting Costs		1,644	1,847
Office Expenses		-	122
Printing & Photocopy		465	-
Prizes and Awards		254	304
Promotion & Marketing		300	248
Speakers & Presenters		900	-
<b>Total Expenses</b>		<b>11,706</b>	<b>2,520</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>1,603</b>	<b>938</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Canterbury

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Canterbury.

	NOTES	2016	2015
<b>Trading Income</b>			
Donations Received		110	315
Grant Received - Gaming Charity & Others		1,493	817
Interest Received		-	18
NZSA Branch Assistance		5,226	221
Programme & Award Fees		1,539	-
Sale of Publications		26	-
Sundry Income		521	848
Workshop & Application Fees		752	3,909
<b>Total Trading Income</b>		<b>9,667</b>	<b>6,129</b>
<b>Gross Profit</b>			
		<b>9,667</b>	<b>6,129</b>
<b>Expenses</b>			
Bank Fees		17	-
Contractors		3,857	4,561
Meeting Costs		762	158
Office Expenses		1,097	1,129
Printing & Stationery		74	103
Prizes and Awards		1,075	2,240
Promotion & Marketing		474	52
Selection Panel, Judges		975	-
<b>Total Expenses</b>		<b>8,331</b>	<b>8,244</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>1,337</b>	<b>(2,115)</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Central Districts

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Central Districts.

	NOTES	2016	2015
<b>Trading Income</b>			
Grants Received		100	400
Interest Received		15	13
NZSA Branch Assistance		249	617
Programme & Award Fees		-	948
Sale of Publications		-	497
Sundry Income		-	1,027
Workshop & Competitions Fees		-	2,370
<b>Total Trading Income</b>		<b>364</b>	<b>5,872</b>
<b>Gross Profit</b>			
		<b>364</b>	<b>5,872</b>
<b>Expenses</b>			
Bank Fees		-	1
Contractors		-	179
Design & Branding		-	243
Donations Made		32	-
Meeting Costs		-	1,379
Office Expenses		-	592
Prizes and Awards		200	1,500
Promotion & Marketing		-	61
Purchase of Publications		344	-
Speakers & Presenters		100	-
<b>Total Expenses</b>		<b>676</b>	<b>3,955</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>(312)</b>	<b>1,916</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Hamilton

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Hamilton.

	NOTES	2016	2015
<b>Trading Income</b>			
Donations Received		142	127
Interest Received		-	5
NZSA Branch Assistance		76	86
Sundry Income		153	223
<b>Total Trading Income</b>		<b>371</b>	<b>440</b>
<b>Gross Profit</b>			
		<b>371</b>	<b>440</b>
<b>Expenses</b>			
Donations Made		100	-
Meeting Costs		218	218
Office Expenses		106	42
<b>Total Expenses</b>		<b>424</b>	<b>260</b>
<b>Net Profit (Loss) for the Year</b>		<b>(53)</b>	<b>180</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Northland

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Northland.

	NOTES	2016	2015
<b>Trading Income</b>			
Donation Received		-	201
Interest Received		8	26
NZSA Branch Assistance		1,305	116
Sundry Income		-	629
Workshop & Application Fees		365	4,714
<b>Total Trading Income</b>		<b>1,678</b>	<b>5,685</b>
<b>Gross Profit</b>			
		<b>1,678</b>	<b>5,685</b>
<b>Expenses</b>			
Contractors		-	2,529
Donations Made		25	596
Meeting Costs		217	-
Office Expenses		153	1,063
Printing & Photocopy		434	52
Prizes and Awards		851	542
Promotion & Marketing		129	174
Selection Panel, Judges		435	-
Speakers & Presenters		1,057	-
Subscriptions and Levies		-	40
<b>Total Expenses</b>		<b>3,301</b>	<b>4,996</b>
<b>Net Profit (Loss) for the Year</b>		<b>(1,623)</b>	<b>689</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Otago Southland

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Otago Southland.

	NOTES	2016	2015
<b>Trading Income</b>			
Grants Received		435	783
Interest Received		3	5
NZSA Branch Assistance		195	186
Workshop & Application Fees		-	593
<b>Total Trading Income</b>		<b>633</b>	<b>1,567</b>
<b>Gross Profit</b>			
		<b>633</b>	<b>1,567</b>
<b>Expenses</b>			
Contractors		-	2,208
Office Expenses		148	31
Speakers & Presenters		435	-
Travel & Accommodation		43	130
<b>Total Expenses</b>		<b>626</b>	<b>2,370</b>
<b>Net Profit (Loss) for the Year</b>		<b>7</b>	<b>(802)</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.



# Statement of Profit or Loss - Top of the South

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Top of the South.

	NOTES	2016	2015
<b>Trading Income</b>			
Advertising		52	-
Donations to NZSA		67	-
Interest Received		35	78
NZSA Branch Assistance		149	137
Programme & Award Fees		1,600	-
Sale of Publications		124	1,305
Sundry Income		-	9
Workshop & Application Fees		543	1,378
<b>Total Trading Income</b>		<b>2,569</b>	<b>2,907</b>
<b>Gross Profit</b>			
		<b>2,569</b>	<b>2,907</b>
<b>Expenses</b>			
Contractors		315	-
Design & Branding		-	915
Meeting Costs		705	233
Office Expenses		23	70
Printing & Stationery		113	313
Prizes and Awards		400	435
Promotion & Marketing		76	768
Subscriptions and Levies		104	104
Web Site Expenses		222	-
<b>Total Expenses</b>		<b>1,958</b>	<b>2,838</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>611</b>	<b>69</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Wellington

New Zealand Society of Authors (PEN NZ Inc)

For the year ended 31 December 2016

	NOTES	2016	2015
<b>Trading Income</b>			
Donations Received		91	312
Interest Received		49	98
NZSA Branch Assistance		1,346	434
Sundry Income		245	408
Workshop & Application Fees		465	-
<b>Total Trading Income</b>		<b>2,196</b>	<b>1,251</b>
<b>Gross Profit</b>			
		<b>2,196</b>	<b>1,251</b>
<b>Expenses</b>			
Meeting Costs		1,561	51
Prizes and Awards		120	209
Speakers & Presenters		60	-
<b>Total Expenses</b>		<b>1,741</b>	<b>260</b>
<b>Net Profit (Loss) for the Year</b>			
		<b>455</b>	<b>991</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Profit or Loss - Wellington Writers Walk

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

Branch is Wellington - Writers Walk.

	NOTES	2016	2015
<b>Trading Income</b>			
Interest Received		49	86
<b>Total Trading Income</b>		<b>49</b>	<b>86</b>
<b>Gross Profit</b>		<b>49</b>	<b>86</b>
<b>Net Profit (Loss) for the Year Before adjustments</b>		<b>49</b>	<b>86</b>
<b>Prior Year Adjustment - Transfer from Grants Held - Writers Walk</b>			
Prior Year Adjustment - Transfer from Grants & Bequests Held		9,758	-
<b>Net Profit (Loss) for the Year</b>		<b>9,807</b>	<b>86</b>

These financial statements have been prepared without conducting an audit or review and should be read in conjunction with the Notes to the Financial Statements and the accompanying Compilation Report.

# Statement of Profit or Loss - Consolidated

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

	NOTES	2016	2015
<b>Trading Income</b>			
Administration fee		5,300	7,949
Advertising		5,404	5,478
Donations Received		3,725	4,457
Grants Received		127,356	75,922
Interest Received		2,211	3,848
NWF sponsorship & support		24,700	-
NWF Ticket sales		30,399	-
NZ Author subscriptions		1,258	822
Programme & Award Fees		7,173	5,669
Sale of Publications		889	2,532
StartWrite Service Fees		1,377	1,057
Subs from Members		143,271	138,180
Sundry Income		5,919	4,311
Workshop & Competitions Fees		2,963	12,964
<b>Total Trading Income</b>		<b>361,944</b>	<b>263,187</b>
<b>Expenses</b>			
ACC Levy		289	637
Accountant		7,019	6,546
Assessment Programme		9,597	9,398
Audit Fees		4,498	3,848
Bad Debts Expense		139	-
Bank Charges		915	169
Computer & IT Support		387	344
Contractors		37,400	18,136
Depreciation with Adjustments		6,783	2,501
Design & Branding		4,571	4,058
Donations Made		261	596
Honorariums		10,000	6,610
Insurance		1,736	1,144
Meeting Costs		6,859	4,127
National Writers Forum Event		51,168	-
Office Rental & Venue Hire		8,000	9,379
Office Expenses		3,656	4,527
Payments to Mentors		21,760	20,054
Pen Expenses		496	708
Postage & Distribution		7,358	-
Printing & Stationery		6,280	8,808
Prizes and Awards		5,900	13,002
Professional Development		1,000	453
Promotion & Marketing		2,853	2,893

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

	NOTES	2016	2015
Purchase of Publications		501	286
Selection Panel, Judges		4,583	-
Speakers & Presenters		11,892	-
Start Write assessment programme		4,369	4,059
Subscriptions and Levies		1,264	1,134
Telephone, Power & Broadband		1,901	2,245
Travel & Accommodation		2,702	7,367
Wages & Salaries		131,872	121,090
Web Site Expenses		2,008	1,190
<b>Total Expenses</b>		<b>360,016</b>	<b>255,309</b>
<b>Net Profit (Loss) Before Adjustments</b>		<b>1,929</b>	<b>7,878</b>
<b>Taxation and Adjustments</b>			
Income Tax Provision		353	798
Prior Year Adjustment - Grants & Bequests Held last year treated as income		(37,235)	-
<b>Total Taxation and Adjustments</b>		<b>(36,882)</b>	<b>798</b>
<b>Net Profit (Loss) for the Year</b>		<b>38,810</b>	<b>7,080</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Changes in Equity

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

	2016	2015
<b>Equity</b>		
Opening Balance	66,110	59,535
<b>Increases (Decreases)</b>		
Profit for the Period	38,810	7,080
<b>Total Increases (Decreases)</b>	<b>38,810</b>	<b>7,080</b>
<b>Decreases</b>		
Prior Year Tax Adjustment	-	505
Transfer to Designated Reserves - Prior Year Adjustment	37,235	-
<b>Total Decreases</b>	<b>37,235</b>	<b>505</b>
Designated Reserves	37,235	-
<b>Total Equity</b>	<b>104,920</b>	<b>66,110</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Balance Sheet

## New Zealand Society of Authors (PEN NZ Inc) As at 31 December 2016

	NOTES	31 DEC 2016	31 DEC 2015
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Bank		62,545	69,586
Trade and Other Receivables		11,520	4,036
Interest Accrued		157	208
Inventory Publications		2,521	1,017
Investments		56,694	61,611
Taxation		-	699
<b>Total Current Assets</b>		<b>133,438</b>	<b>137,157</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	3	10,408	11,130
<b>Total Non-Current Assets</b>		<b>10,408</b>	<b>11,130</b>
<b>Total Assets</b>		<b>143,847</b>	<b>148,287</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
NZSA Credit Card		446	-
Trade and Other Payables		2,568	2,344
GST Payable		16,548	7,237
Accrued Expenses		18,478	15,360
Taxation		136	-
<b>Total Current Liabilities</b>		<b>38,177</b>	<b>24,942</b>
<b>Non-Current Liabilities</b>			
Grants & Bequests Held		750	57,235
<b>Total Non-Current Liabilities</b>		<b>750</b>	<b>57,235</b>
<b>Total Liabilities</b>		<b>38,927</b>	<b>82,177</b>
<b>Net Assets</b>		<b>104,920</b>	<b>66,110</b>
<b>Equity</b>			
Retained Earnings		67,685	66,110
Designated Reserves		37,235	-
<b>Total Equity</b>		<b>104,920</b>	<b>66,110</b>

These historical financial statements including the Notes to the accounts for the year ended 31 December 2016 have been approved in accordance with the Annual General Meeting of the Society.

Signed by

President -----

Chief Executive -----

Dated 30 April 2017

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Statement of Cash Flows

The New Zealand Society of Authors (PEN NZ Inc)  
For the Year ended 31 December 2016

	2016	2015
<b>Cash Flows from Operating Activities</b>		
Cash was provided from:		
Grants Received	127,356	75,922
NWF Sponsorship & Ticket Sales	55,099	-
Subs from Members	143,271	138,180
Other Income	26,643	45,088
	<u>352,369</u>	<u>259,190</u>
Cash was applied to:		
Contractors	(37,400)	(18,136)
NWF Event	(51,168)	-
Prizes & Awards	(5,900)	(13,002)
Wages & Honorariums	(134,599)	(121,090)
Other expenses	(131,787)	(155,192)
Payments to suppliers & employees	(360,854)	(307,420)
	<u>(8,485)</u>	<u>(48,230)</u>
<b>Net Cash flows from Operating Activities</b>	<b>(8,485)</b>	<b>(48,230)</b>
<b>Cash Flows from Investing Activities</b>		
Purchases of property, plant and equipment	(6,061)	(10,668)
Reduction in term deposit	4,916	5,551
Interest Income	2,262	3,936
	<u>1,117</u>	<u>(1,181)</u>
<b>Net Cash flows from Investing Activities</b>	<b>1,117</b>	<b>(1,181)</b>
<b>Total Net Cashflows</b>	<b>(7,368)</b>	<b>(49,411)</b>
<b>This is represented by:</b>		
Cash and cash equivalents at start of the year	69,588	118,998
Net increase/(decrease) in cash held	(7,368)	(49,410)
	<u>62,221</u>	<u>69,588</u>
<b>Cash and cash equivalents at end of the year</b>	<b>62,221</b>	<b>69,588</b>
<b>Reconciliation of Operating Cash Flows with Net Surplus for the year</b>		
Net surplus for the year before prior year adjustments	1,574	6,577
Non-cash items: Depreciation & Loss on sale	6,783	2,501
Decrease(Increase) in loans & trade and other receivables	(7,981)	(689)
Increase (Decrease) in interest income	(2,262)	(3,936)
Increase(Decrease) in loans & trade and other payables	(6,597)	(52,682)
	<u>(8,485)</u>	<u>(48,230)</u>
<b>Net cash flows from operating activities</b>	<b>(8,485)</b>	<b>(48,230)</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report



# Depreciation Schedule

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
<b>Furniture &amp; Fixtures - Cost</b>						
Binding Machine	175	44	-	-	7	37
Chair	278	70	-	-	8	62
Chair	264	87	-	-	10	77
Cupboard	414	35	-	-	5	30
Cupboard	218	34	-	-	4	30
Desk	555	88	-	-	11	77
Filing Cabinet	354	77	-	-	9	68
<b>Total Furniture &amp; Fixtures - Cost</b>	<b>2,258</b>	<b>435</b>	<b>-</b>	<b>-</b>	<b>55</b>	<b>380</b>
<b>Office Equipment - Cost</b>						
Asuspro Notebook	2,579	1,128	-	-	564	564
Dell Inspiron * 2	2,104	14	-	-	8	6
Oki Printer	710	86	-	-	34	52
Printer - HP 576DW	729	546	-	-	273	273
Series Custom PC	1,139	854	-	-	427	427
Website	8,800	8,067	-	-	4,034	4,034
Website - NWF	3,000	-	3,000	-	750	2,250
Website - Xero & Mailchimp integration	3,061	-	3,061	-	638	2,423
<b>Total Office Equipment - Cost</b>	<b>22,122</b>	<b>10,695</b>	<b>6,061</b>	<b>-</b>	<b>6,728</b>	<b>10,028</b>
<b>Total</b>	<b>24,380</b>	<b>11,130</b>	<b>6,061</b>	<b>-</b>	<b>6,783</b>	<b>10,408</b>

NOTE: This Statement is to be read in conjunction with the Notes to the Financial Statements and the Auditor's Report.

# Notes to the Financial Statements

## New Zealand Society of Authors (PEN NZ Inc) For the year ended 31 December 2016

### 1. Reporting Entity

New Zealand Society of Authors (PEN NZ Inc) is an incorporated society registered under the Incorporated Societies Act 1908. Section 23 of the Act requires the Association as an Incorporated Society to prepare Annual Financial Statements.

### 2. Statement of Accounting Policies

#### Basis of Preparation

New Zealand Society of Authors (PEN NZ Inc) has elected to apply Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) - PBE SFR-A (NFP) - on the basis that it does not have public accountability and has total annual expenses of less than \$2,000,000. All transactions in the Profit & Loss report are disclosed 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.

The financial statements have been prepared for the entity's members.

#### Historical Cost

These financial statements have been prepared on a historical cost basis, except for certain assets which have been revalued as identified in specific accounting policies below. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

#### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

#### Income Tax

The entity is a Not for Profit Incorporated Society and subject to an exemption from income tax received from within its circle of membership. The taxation disclosed is the expected liability after taking account of this exemption and the \$1,000 rebate allowable under current tax laws.

All grants received are earmarked for specific purposes, and expenses incurred match grants received.

Advertising income from publications and website is exceeded by expenses incurred to produce them.

All other income is generated within its circle of membership.

Only Interest and dividends are subject to income tax.

#### Goods and Services Tax

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

#### Disclosure of Internal Transactions

The policy of the society is to report all income and expenses of the national office and the branches in their individual report within the Profit & Loss reports - this includes branch assistance (including grant distribution) paid to the branches by national office, and that same assistance received by the branches. In the consolidated statement of financial performance these are omitted, and the true income and expenses of the society as a whole are presented.

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*NOTE: These notes are to be read in conjunction with the Auditor's Report.*

## Accounts Receivable

Accounts Receivable are stated at their estimated realisable value. Individual debts that are known to be uncollectable are written off in the period that they are identified.

## Foreign Currencies

Transactions in foreign currencies are converted at the New Zealand rate of exchange ruling at the date of the transaction. At balance date foreign monetary assets and liabilities are translated at the closing rate and variations arising from these transactions are included in the statement of profit and loss.

## Fixed Assets & Depreciation

Depreciation rates used are the maximum amount permitted by the Income Tax Act 2007.

The entity has the following asset classes with depreciation rates used:

Office Equipment 40-50% DV

Furniture & Fittings 12-15% DV

	2016	2015
<b>3. Property, Plant and Equipment</b>		
<b>Office Equipment</b>		
<b>Office Equipment</b>		
Office Equipment - Cost	22,122	16,061
<b>Total Office Equipment</b>	<b>22,122</b>	<b>16,061</b>
<b>Accumulated depreciation - Office Equipment</b>		
Office Equipment Accum Dep	(12,094)	(5,366)
<b>Total Accumulated depreciation - Office Equipment</b>	<b>(12,094)</b>	<b>(5,366)</b>
<b>Total Office Equipment</b>	<b>10,028</b>	<b>10,695</b>
<b>Furniture and Fittings</b>		
<b>Furniture and fittings owned</b>		
Furniture & Fixtures - Cost	2,258	2,258
<b>Total Furniture and fittings owned</b>	<b>2,258</b>	<b>2,258</b>
<b>Accumulated depreciation - furniture and fittings owned</b>		
Furniture & Fixtures Accum Dep	(1,878)	(1,823)
<b>Total Accumulated depreciation - furniture and fittings owned</b>	<b>(1,878)</b>	<b>(1,823)</b>
<b>Total Furniture and Fittings</b>	<b>380</b>	<b>435</b>
<b>Total Property, Plant and Equipment</b>	<b>10,408</b>	<b>11,130</b>
	2016	2015

## 4. Income Tax Expense

### Contributions to Taxable Profit

Interest Received	2,211	3,848
<b>Total Contributions to Taxable Profit</b>	<b>2,211</b>	<b>3,848</b>

### Deductions from Taxable Profit

Net Interest accrual	(51)	(2)
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NOTE: These notes are to be read in conjunction with the Auditor's Report.

Exemption Non Profit Body	1,000	1,000
<b>Total Deductions from Taxable Profit</b>	<b>949</b>	<b>998</b>
Taxable Profit (Loss)	1,262	2,850
Tax Payable at 28%	353	798
<b>Deductions from Tax Payable</b>		
Resident Withholding Tax & Adjustment	217	720
Income Tax Paid (Refunded)	(699)	-
<b>Total Deductions from Tax Payable</b>	<b>(482)</b>	<b>720</b>
<b>Last Year Tax Balance</b>		
Last year Tax Balance	699	777
<b>Total Last Year Tax Balance</b>	<b>699</b>	<b>777</b>
Income Tax Payable (Refund Due)	136	(699)
	<b>2016</b>	<b>2015</b>

## 5. Grants & Donations Held

Grants Held - Lilian Ida Smith Bequest	-	(27,477)
Grants Held - Janet Frame Memorial Award	-	(5,000)
Grant Held CLNZ - NWF	-	(15,000)
Grant Held - Auckland Council	(750)	-
Grant Held - Writers Walk	-	(9,758)
<b>Total Grants &amp; Donations Held</b>	<b>(750)</b>	<b>(57,235)</b>

The Liability of each branch reflects the independent financial position of that branch. Grants & Donations Held have been adjusted this financial year to reflect a change in Accounting Standards - those showing as Held must be returned to the benefactor if they are not used. Lilian Ida Smith Bequest and Writers walk held last year are treated as designated reserves this year.

	2016	2015
<b>6. Bank Accounts of the Society</b>		
NAT OFF - LIS INTRST - 385-097	2,390	1,605
NZSA Pen - Cred - 1573	(446)	-
NZSA - Auckland Branch - 97-50	6,784	5,730
NZSA - Auckland Branch - 97-00	634	394
NAT OFF - Savings ac - 385-002	17,203	26,070
NZSA - PAYPAL	2,034	-
NZSA - Northland- 640-00	1,865	3,623
NZSA-Top of the South -693-00	1,811	1,247
NZSA - Canterbury - 973-00	4,128	2,950
NZSA - Otago - 252-00	1,304	1,272
NZSA-Central Districts-062-00	5,652	6,121
NZSA - Wellington SAV- 802-001	6,185	6,171
NZSA - Wellington - 802-00	2,791	2,389
NZSA - Hamilton - ANZ 119-00	507	607
NAT OFF - Chq acc -385-00	9,235	11,389
<b>Total Bank Accounts of the Society</b>	<b>62,076</b>	<b>69,567</b>

NOTE: These notes are to be read in conjunction with the Auditor's Report.

The Bank account of each branch represents the independent financial position of that branch

	2016	2015
<b>7. Investments</b>		
NAT OFF - 3086	-	6,584
NAT OFF - 3092	-	5,127
NAT OFF - 3082	-	5,000
NZSA-Top of the South -693-15	4,113	4,077
NZSA -Wgtn - TD - 6913-005	3,693	3,657
NZSA -Wgtn - TD - 6913-004	4,764	4,718
NAT OFF - COMB TD RES. 030-094	16,677	5,000
NAT OFF - LIS BEQST - 030-025	10,000	10,000
NAT OFF - LIS BEQST - 030-014	17,447	17,447
<b>Total Investments</b>	<b>56,694</b>	<b>61,611</b>

All investments mature in the year ended 31 December 2017, consequently are classified as current investments. The Comparative figures in the 2015 column have been adjusted to reclassify those investments as current investments for the year ended 31 December 2015 as they all matured in the year ended 31 December 2016.

## 8. Prior Period Adjustment

As the Society has elected to apply Public Benefit Entity Simple Format Reporting, the standard requires a prior period adjustment to move the Lilian Ida Bequest of \$27,477 and Writer's Walk Grants of \$9,758 out of Non-Current Liabilities recorded last year, and show them in income as a prior period adjustment. This is because the Society has no actual liability to repay these funds, and so based on the Reporting standards it should have shown them as income. The society has elected this year to show these as Designated Reserves - they can be used by the Society for general purposes, but they are earmarked for these specific purposes. The associated investments have been reclassified as current investments, as the maturity date of the investment is within one year.

	2016	2015
<b>9. Designated Reserves</b>		
Designated Reserves	37,235	-
<b>Total Designated Reserves</b>	<b>37,235</b>	<b>-</b>

Designated Reserves are made up of Lilian Ida Smith Bequest of \$27,477 and Writer's Walk Grants of \$9,758

## 10. Capital Commitments

At balance date there were no material Capital Commitments.

## 11. Contingent Liabilities

At balance date there were no material Contingent Liabilities .

## 12. Related Party

During the year Jackie Dennis as Chief Executive had a salary of \$66,000.

*NOTE: These notes are to be read in conjunction with the Auditor's Report.*

# Annual Branch Reports – AGM 2017

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In the following order:

- Otago Southland
- Canterbury
- Top of the South
- Wellington
- Central Districts
- Hamilton
- Auckland
- Northland

## Otago Southland

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The year has had its ups and downs. Successes include an excellent Poetry Day event and a Courage Day Facebook page and accompanying salon. We held salons throughout the autumn at the Thistle Café. They were so successful that the venue became too small. The salons resumed in the spring at the Captain Cook but this proved to have the opposite problem: the venue was over-large and somewhat gloomy and the attendance did not prove high enough to justify the proprietor offering it for free. We are still looking for the Goldilocks venue but hope we have it in the Lone Star.

One major event was our participation in the protest against Otago University's cuts to its Humanities programme. We played a major part in organising the protest letter from former Burns fellows and other Dunedin writers to the *Otago Daily Times*.

Throughout the year, I have been in contact with Nicky Page, Director of the City of Literature, and with UBS on their literary initiatives such as their writer's residency. We have also put work into a City of Literature Strategy for the Branch and begun the process of setting up projects as a result of this. One idea the Management Committee has decided to explore is that of a short story competition.

Recently the branch has had some lively discussion on its relationship to the One City One Book Project. The lack of clarity about this relationship has been of concern to some members. The consensus seems to be that a clearer separation between the branch and the project is required. We will be discussing this further at forthcoming meetings.

My thanks to the Management Committee of Damien Gibson, Karen Trebilcock, Diane Brown and Vanda Symon. Thanks, too, to Majella Cullinane and Beverly Martens for their help with the salons, to Penelope Todd for our Courage Day Facebook page, to Diane (again) for Poetry Day, to Jane Woodham for her help with Facebook and to all those members who have contributed throughout the year.

**Chair: Chris Else**

# Canterbury

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Kia ora huihui tātou

Nau mai haere mai to everyone here today, and to all those who have supported us at our regular meetings, workshops, and events throughout the year. Warm greetings and many thanks!

A meeting is held on the third Friday of each month at midday followed by an opportunity to share our current projects, challenges and plans. We meet at South Library but are looking into a more central city venue for future meetings, hoping to draw a wider demographic.

Word by Word meet every Tuesday morning at the South Library, where writers work alongside one another and exchange work for constructive critique.

Book Buzz is held bi-monthly but lapsed last year. We have relaunched it in 2017 at The Exchange, a collaborative arts hub. At our first event we launched Pat Penrose's memoir and *Redraft 16*, an anthology of poetry and prose featuring the best of NZ's teenage writers, edited by Tessa Duder and James Norcliffe.

James George ran three master-classes in Narrative Structure over a weekend in the middle of 2016. In October, with Creative NZ funding, we ran eight free workshops with Brian Turner, Nicky Hager, Jillian Sullivan, Sarah Laing, Rachel McAlpine, Mandy Hager, Harry Ricketts and Sarah O'Connor. In 2017, we will run two weekend series: the first, in May, will be ticketed and the National AGM will follow the final Saturday workshop; the second, in October, will be free, funded by Creative NZ.

Children's Lit Hub ran monthly throughout the year at the South Library, with a range of visiting writers and illustrators. Helen Mongillo recently handed the reins to Verity Busby.

The NZ Heritage Book Awards and Writing Competitions had double the entries of the previous year and awarded **two** book prizes of \$1000 each to Fiona Kidman and Jock Phillips. The short prose and poetry prizes awarded \$200 each to Sommer Cullingford and Anne Else. The shortlist was announced at Scorpio Books' new city location, an event attended by the Christchurch Mayor, Short Prose judge Carl Nixon, and Non Fiction Book judge Chris Moore. The grand prize-giving followed our October weekend workshops and all four judges attended, including Barbara Petrie (Poetry) and Coral Atkinson (Fiction). Despite funding from Christchurch City Council Heritage week we came up short and have begun to work with the Auckland Branch to ensure the competition has a wider geographical reach in future, and to share the financial risk involved in offering such great prizes.

This has been my first year as Chair of the Canterbury branch and it's been a full year. Our newsletter and website have been rejuvenated and we continue to build on relationships with other writing and arts groups in Christchurch. As we look to 2017 we hope to fine-tune regular events, reach a wider audience and improve sharing of responsibilities between members of the committee. Thank you everyone for your hard work, for taking risks and for sharing your wisdom and energy.

No reira tēnā koutou, tēnā koutou, tēnā ra tātou katoa

**Chair: Amy Paulussen**

# Top of the South

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Top of the South is a strong branch with a willing, hard-working committee. Our members feel they can approach us for help, but this is often not necessary due to the information on our website which is kept up to date. Sue Perkins stepped down from the Chair position on 13 May, having been grateful for the opportunity to take part in decision-making for the last two years.

Our profile is becoming better known due to Writers @ Lunchtime meetings which include non-members, our Facebook page and our website with links to help for writers. Guest speakers have included Bruce Gilkison, Emma Stevens and Dot Scott.

Additions to our website have proved popular and we intend to continue with Beta Readers and Resources and Publication pages.

At the end of June 2016 we held an outbound meeting in Havelock to enable members from outside the Nelson area to join in with branch activities. Our speaker was member Alan Carter who is an international crime writer.

Our radio show on Fresh FM - Top Writers – ran from 23 April to 2 July in 2016 and featured Panni Palasti, Sue Perkins, Geoffrey Waring, Annika Ohlson-Smith, Jean Gorman and Christine Leunens. In 2017, shows began on 8 April with Gaelynne Pound, and will run through to 19 June 2017 featuring Bonnie Etherington, Bruce Gilkison, Amy Hindley, Alan Carter and Belinda Mellor.

Results of the Page and Blackmore Short Story Competition were announced on 13 May, and first prize went to Vivienne Bailey (Wellington) for “Samoa Dreaming”, second prize to Jackie Cook (Riwaka) for “When Martha Opens the Door”, and third prize to Reade Moore (Motueka) for “Watercolours”. Judge Kevin Ireland said “Page & Blackmore has supported yet another fine short story competition organised by the Top of the South Branch of the NZSA. Sue Perkins and her team have done a great job in carrying it all through.”

The Marlborough Hub meets once a month with approximately 10 members (although this fluctuates due to people moving in and out of the area).

We are in touch with the Motueka festival and Mapua Writers Festival, both to be held later in 2017. Page and Blackmore Booksellers is the sponsor of our writing competition and our local library in Richmond is very supportive of the branch. Local business Copy Press Printers is very engaged with writers in the area and supports us by printing our local branch leaflet and advising writers to contact the branch.

**Chair: Liz Mahoney**



# Wellington

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**Is your branch membership going up or down?** Membership is steady.

**What Branch activities have there been since your last report?** *Report on guest speakers, workshops, competitions, meetings and any burning issues members discussed:*

**December 18 2016** was our Christmas party, hosted by Catherine Robertson at her house. We had a good turnout of round 20 members, and the book auction raised a nice amount of money.

**February 20<sup>th</sup>**, we had special guests, **Sarah Laing**: author of graphic memoir *Mansfield and Me* (VUP), long-listed for the 2017 Ockham NZ Book Awards, and **Redmer Yska**: author of *Katherine Mansfield's Wellington: A Strange Beautiful Excitement* (OUP), due July. The discussion was chaired by Catherine Robertson, and we had an excellent turnout.

**April 10<sup>th</sup>** was our branch AGM: we had the Election of Officers, which led to the following changes on our Committee:

- Elizabeth Heritage and Bridget Stocker stood down; Tracy Farr and Sara Johnson were elected.
- Viv Ball was elected to the amended role of Secretary (who is now responsible only for taking minutes)
- Rebecca Styles was elected to the new role of Communications Officer - responsible for communication with members via email and social media.
- Pippa Werry was elected to the new role of Deputy Chair (new for our Committee, anyway).
- Geoff Palmer was re-elected Treasurer
- Catherine Robertson was re-elected Chair.
- Our other Committee members remained: Maggie Rainey-Smith, Rosemary Wildblood, Frances Cherry, Kate Mahony.

Following the AGM, we had a panel discussion on the health of the New Zealand book industry. Our special guests were: **Tilly Lloyd** from Unity Books Wellington, **Mark Cubey**, Director of Wellington Writers Week, and **Elizabeth Heritage**, who stood in at the last minute for Mary McCallum of Mākaro Press, who could not attend because of a family emergency. Again, another excellent turnout and robust audience Q&A.

**How does the branch communicate with its members?**

We email out notices to our member database, and post on our branch Facebook page. We also email new, rejoining and overdue members every month.

**What percentage of your membership is attending branch meetings in the last few months?**

Around 10%-12%

**Has the Branch engaged with industry sector groups in your area during the reporting period e.g. libraries, bookshops, organisers of writers' festivals, etc**

We have had special guests to our meetings from publishing, bookselling and the Wellington Writers Festival. Catherine Robertson also represented NZSA at the WeCreate forum in May, held in Wellington – a cross-creative industry day of discussion and workshops about how to leverage resources and enhance the influence of the creative sector.

**Has the Branch engaged with any local businesses to promote writers?**

No, but we support and publicise members' launches and other events.

**How is the overall branch financial position? Outline any recent or upcoming major or unusual payment activity.**

Financial position is very healthy – we have a surplus that we would like to invest back into Branch activities, and will be brainstorming ideas and consulting with members about what would be most valuable.

**This is an open comment field for anything you would like to report about your Branch.**

We have a great Committee, a good turnout to our branch meetings, and an exciting line-up of events for the rest of the year: our June meeting will coincide with the National Flash Fiction regional awards, and in October, we're thrilled to be hosting the 2016 Ockham NZ Book Award winner, Stephen Daisley.

**Chair: Catherine Robertson**

## Central Districts

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Our Branch is slowly growing, with 156 current members spread from Bay of Plenty to the King Country to southern Wairarapa and Manawatu.

Last year's AGM was on 21st May in Palmerston North. We didn't convene again as a Branch until 6th Oct at the Napier Public Library, but regular meetings were held in our hubs. The establishment of Hubs combined with our increased online activity has allowed Central Districts Branch to become more cohesive and inclusive. The Central Districts Facebook page has taken a while to kick in but we now have a far greater reach and more correspondence within our branch.

At the October branch meeting Anna Mackenzie and other members who had attended spoke about the NWF, held in September. All of our members who attended have been universally positive. Tina Clough also spoke about her experiences with self-publishing. The establishment of additional hubs was a key topic.

We've known for a while that economically and realistically the idea of quarterly branch meetings was becoming a thing of the past and we've frequently discussed the importance of establishing hubs in our region's various centres.

Palmerston North and Hawkes Bay Hubs are both working successfully, using different formats which suit the local groups, and which continue to evolve. We agreed at the October meeting that a priority would be a trip to the more far-flung regions to initiate hubs there. As a consequence Anna Mackenzie and I visited Gisborne and met with writers at Muir's Bookshop, and Anna two days later repeated the exercise in Whanganui. Both areas now have hubs up and running.

At this year's AGM Anne Henderson resigned as secretary/treasurer; Mary-Anne Scott was reappointed as chair, and Jane Barr joined the committee. Anna Mackenzie continues as our NC delegate and member of the committee for the coming year.

**Chair: Mary-Anne Scott**

## Hamilton

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Dec 2016 – April 2017

The December meeting was devoted to members talking about their work. Karina Fitch spoke about her book *ANZAC War Story and Poetry* and the links with the Cambridge sister city, Le Quesnoy. Jeff Taylor reported on his latest children's book, *The Rogue Computer*. Gail Pittaway showed copies of *Emergent* (new writing from Wintec's School of Media Arts). Murray Annals spoke of his recent book launch of his novel, *Devil Boy*. Nikki Crutchley updated people on her current writing and Flash Fiction works. Julie Simmons read a draft of work on the topic of trauma. Bev Wood revealed she has had some of her poems read on radio. Peter Blakeborough revealed that Paula Bennett has contributed an introduction to his *The NZ Tour Commentary*. Tui Allen read an extract from *The Haunted Dolphin* while Lee Kimber updated members on her Writers Den activities.

The February session was largely taken up with the election of new officers for the year and discussion of the upcoming Cambridge Autumn Festival.

Guest speaker for March was the poet Vaughan Rapatahana, who spoke of his life and experiences in the world of poetry and gave some readings from his poetry collection. Members made purchases of copies of his work at the end of the meeting.

April's meeting was given over to Donna Dyet who introduced her work to the group, followed by Tui Allen who spoke about the various machinations to do with Amazon and Online international critiques. There was also discussion to do with an online public assessment of member's work which Tui had constructed in association with the Cambridge Festival. The results were interesting.

**Chair: Peter Dornauf**

# Auckland

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Auckland Branch continued its support for National Flash Fiction Day, both by sponsoring its competition prize, and donating funds for the refreshments aspect of its prize-winners event. A motion passed in our recent April meeting agreed to continue that same support this year.

.inside-out is a monthly open-mike event for all writers which also includes a 50 word writing competition. This very successful monthly event has run for four years now, wholly organised and presented by Branch member Anita Arlov. The Branch now pays Ms Arlov \$100 a month for this activity, which covers the advertising leaflets, the prizes, and koha for the musical entertainment at half-time. Many new members subscribe after being at this event.

From March to June 2016, meetings were arranged with Anne O'Brien, director of the Auckland Writers' Festival, with the sole aim of Auckland Branch becoming involved. The Branch proposed a workshop at the Festival in return for financial sponsorship. Ms O'Brien advised that the AWF was "not an umbrella organisation for any other organisation, and the decisions about workshops was wholly the province of the Director."

An eight-hour vigil, including a display, was held at Auckland Central Library by Auckland Branch for Courage Day (aka PEN International Writers in Prisons Day). The display provoked questions from a continuing group of visitors, many of whom were unaware of the scale of persecution against writers – especially journalists -- in other countries.

Recent Auckland branch chair Kirsten Warner and former NZSA director Liz Allen worked on the installation of two stylish and fabulous modern bus shelters as part of the waterfront's new Wynyard Quarter arts and cultural environment. The bus shelters, opposite each other in Daldy Street, featured quotations from writers Maurice Gee (from his novel "Under the Mountain") and Sarah Quigley (from her poem "To Waitemata Harbour") in repeating graphics for bus passengers to read and enjoy both waiting for and alighting from the bus. It was a combined project between the Auckland branch of NZSA, Panuku Development Auckland and Auckland Transport.

In November, Auckland Branch became aware of impending changes by Auckland Council to Library Services. Not only is the Library budget being slashed by \$5 million, the Services will also reduce staff numbers and further, require remaining staff to service several centres. Over the following weeks, Auckland Branch initiated meetings with Auckland Library Services MD Mirla Edmundson, as well as a campaign of letters to the Herald Editor. Following the cordial meeting with Ms Edmundson, we also requested a meeting with Mayor Phil Goff and Cllr Cathy Casey, who were mentioned by Ms Edmundson as the Council members in charge of the Library Services budget. Mayor Goff refused to meet with us, saying he "hasn't the capacity in his diary" to do so, and Cllr Casey was away until April 11<sup>th</sup>. We are continuing to publicise the threats to Library Services.

In early December, we received an email from the Board Secretary of Polish Writers Association, Gaja Kolodziej, to advise of her impending visit over the Christmas-New Year holidays. Several lunch and dinner meetings were arranged for her. At them, she discussed the possibility of an exchange programme between Auckland Branch and the Warsaw Polish Writers Association branch. Auckland Branch agreed to this proposal at the February 2017 meeting. Forward actions continue.

In February (2017), Auckland Branch attended and reported back on the *samesame but different* LGBTQI writers' festival, a growing success in the NZ writing world, with a short story competition offering two cash prizes. The first is for a new young writer, the second a general one. This year, 23 year old Ruby Porter scooped both prizes.

The successful lunchtime winter Writers' Lounge held at the Art Gallery, inaugurated by Auckland Branch five years ago ran again in 2016 and 2017 thanks to funding from Creative New Zealand. It will continue in 2018 and 2019 if someone can be found to administer it.

Emails from Christchurch Branch opened discussion between itself and Auckland Branch for a combined action in Heritage Week in both cities. This follows Christchurch Branch's successful short story competition in 2016. Auckland Branch agrees to set up a group to take a nationwide Heritage Short Story Competition forward, liaising with Auckland Council's Heritage Week people. Prize money will be offered.

Two Auckland Branch members have initiated a NZ Poetry Congress event, announcing it at the April meeting, and asking for financial support of \$2,000 for it, which was granted.

**Chair: Sandi Hall**

## Northland

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The past year has been a busy one for our branch. I'd like to thank all those members who have contributed their time, ideas and skills to initiating and supporting branch activities and inspiring and encouraging local writers in their work.

Our meetings this year have been held in Kawakawa, Ngararatunua, Kerikeri, and Hukerenui.

Branch activities have included:

- Bianca Staines talking to us about the inspiration for her novel, *The Tale of Prince*, and about how she has published and marketed her book.
- Purchasing a display bookshelf, where members books are displayed for sale in the foyer of Kings Theatre Creative
- Producing and printing a rack-card flyer, advertising NZSA to local writers. These are available from local libraries, bookshops, cafes and Citizen Advice Bureaux.
- Establishing, with the support of Romance Writers New Zealand, an annual writing competition to honour our longstanding member, Daphne de Jong. The branch has committed a prize of \$150 annually for this award, which will be administered by the RWNZ.
- Supporting the Proctor Library in Kerikeri to mount a NZ Book Week display of books by Northland authors that are available on loan. The branch provided a list of Northland authors and posters and leaflets for the display.

- staging a writer's study in the window of the Proctor Library to celebrate NZ Book Week
- Supporting Courage Day by writing postcards to writers in prisons to show our awareness of their plight and concern for their safe release.
- Collecting second hand books for distribution prison libraries.

Major branch events have included:

### **NorthWrite 2016**

We decided to celebrate NorthWrite 2016 with a competition for Northland writers.

Entrants were asked to submit a piece of unpublished writing that had been inspired in some way by the land, people or history of Northland.

Mandy Hager and James George were the judges and the winner was NZSA member, Sun Lyoung Kim, with her story of emigration, 'Floating Island.'

Sun was able to take up her prize, attendance at the Auckland Writers Festival, in May.

The judges highly commended the entries of Pamela Parkinson of Dargaville, whose narrative verse 'The Green Dress' tells another poignant story of emigration and Rae Roadley of Batley, whose excerpt from her upcoming novel, *Dreams are Free*, explores the multi-layered history behind family taonga.

### **Flash Fiction Event**

On Sunday 26 June we celebrated flash fiction at Kings Theatre Creative in Kawakawa.

Flash fiction guru, Sian Williams, lead a one-hour workshop for those wanting to learn about writing flash fiction or to hone their craft. The workshop attracted 15 participants and the feedback received was excellent.

Twenty-five people attended the public event that followed, where the trophy, \$50 prize and highly commended certificates were awarded to the highest placed Northlanders in the National Flash Fiction Day competition, Sian Williams and Jac Jenkins. Local and prize-winning pieces of flash fiction were read aloud by their authors or by volunteer readers.

### **New Zealand Book Week Event**

We celebrated New Zealand Book Week with an event at Kings Theatre Creative in Kawakawa on Sunday 30 October.

Our keynote speaker was Aroha Harris, co-author of *Tangata Whenua: An Illustrated History*, winner of the Ockham New Zealand Book Award 2016 for illustrated non-fiction. *Tangata Whenua: An Illustrated History* by Atholl Anderson, Judith Binney, and Aroha Harris is published by Bridget Williams Books.

Local authors also presented new work published within the last year. They included Bianca Staines, who talked about writing and publishing her young adult novel, *The Tale of Prince*, Zana Bell, who

introduced her historical romance, *Forbidden Frontier*, Rae Roadley who introduced her e-published novel, *Have a Heart*, and Narine Groome, who presented her children's picture book, *Whisker, the Kiwi Chick*.

### **National Poetry Day**

Events took place in Whangarei and Kawakawa, with an open mic poetry evening at the Mokaba Cafe and a launch of *Fast Fast Fibres Poetry 3*, followed by an open mic., and poetry slam at the Old Stone Butter Factory. Members also had an opportunity to meet poets published in *Fast Fibres Poetry 3*, enjoy an open mic session and create a collaborative poem at Kings Theatre Creative in Kawakawa.

### **NZSA NorthTec Award**

This annual award is sponsored by our branch and awarded to the NorthTec student in the applied writing course who showed the most talent in their writing and commitment to their studies. It was awarded to Margaret Brosnahan at the NorthTec graduation ceremony on 10 March 2017.

### **Membership**

We have 63 current members, down 2 from 2016.

### **Members' achievements**

Derin Atwood published a new book, *The Sands of Valythia*, the fourth in her series.

Kath Wynn started a legacy book for Hospice, a huge job that she had only six months to complete.

A book was published to celebrate 21 years of the NorthTec Applied Writing Programme. *Dancing on Air* is a collection of writing by NorthTec students and includes work by a number of branch members, including Justine Payen, Michelle Cumber, Kath Wynn, Jac Jenkins, Vaughan Gunson and Sun Lyoung Kim.

Phyll Holroyd had an article published in *New Zealand Memories* magazine, June–July 2016 edition.

Gwendolyn Needham published *Dear Young Adults of the World*, New Zealand edition.

Justine had a short story, 'Only Fools and Murder', published on noisemedium.com.

Piet Nieuwland had three poems published in *Brief 54*, a book of poetry and short stories. He also had a poem published in the latest *Landfall*, and he is reviewing poetry and books in *Landfall Online*.

*Fast Fast Fibres Poetry 3* was published in August 2016.

Narine Groome's picture book, *Whisker, the Kiwi Chick* has been selling well and is being promoted by the Rainbow Springs Kiwi Wildlife Reserve.

Several members completed the NorthTec Applied Writing Programme's ebook publishing course and as a result have published their work in ebooks.

Justine Payen and her partner, Kevin published a collection of poems, *Forming a Picture of You*.

Diana Menefy's *River Crossing* is published as an ebook after being out of print for some time.

Kath Wynn published *Back to Binda*, Wendy Megget *The Little Bullying Book*, Janine McVeagh *The Trouble with Water* and Lesley Marshall published Di Menefy's short story, 'Brush Strokes'.

Justine Payen has published the story of the year of her life after her son's major accident on her blog.

Peri Hoskin's book *East* has reached best seller status in one category on Amazon.com.

Justine Payen has had an educational text for learner readers accepted by Wendy Pye Publishing and the company is holding another of her scripts for consideration later in the year.

Wendy Megget has sold 20 copies of her eBook *The Little Bullying Book*.

Sun Kim has had a book review published in *The New Zealand Listener*.

**Chair: Margaret Cahill**



## Representatives' Reports - AGM 2017

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In the following order:

- Book Awards Trust
- Copyright Licensing New Zealand
- NorthTec LAC Report
- PEN New Zealand
- PEN Writers in Prison
- Public Lending Right
- Robert Burns Fellowship
- WeCreate

# New Zealand Book Awards Trust

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**May 2016 – December 2016 - Kyle Mewburn**

## **Ockham Adult Awards**

The previous year's hard work by all concerned, especially BAT Chair, Nicola Legat, had resulted in a number of successful outcomes - including a new naming sponsor (Ockham), a major boost in prizemoney for the fiction category (via Acorn Foundation), and a new partnership with Auckland Festival to boost coverage and prestige. Other decisions included the axing of the overall prize, strengthening of the judging process by having three specialist judges for each category and a rebranding of the category awards.

The awards event in May was a roaring success - notable for the short readings by each of the short-listed finalists.

In the ensuing six months an additional sponsor was secured for the general non-fiction category (Royal Society). The second round of the updated awards is set for May. It is sure to be a memorable event which will hopefully raise the profile of the awards and local writers.

## **National Poetry Day**

With a major sponsor (Phantom Billstickers) on-board the event has gone from strength to strength. Over 100 events took place across the country.

## **Children's Book Awards**

On the children's awards front developments were less forthcoming. A major sponsor remained elusive, which put additional pressure on the award's budget. An amalgamation with the LIANZA awards saw BAT inheriting Hell Pizza's sponsorship and oversight of the Hell Reading Challenge. Welcome as this sponsorship was, it did little to resolve the award's financial problems.

A children's awards sub-committee were charged with developing a strategy to revitalise the awards within the limited budget available. Two key proposals were to scrap the Author Tour in favour of a number of larger public events, and to overhaul the children's choice award so that readers generated the shortlist instead of judges.

The new initiatives had their first run for the 2016 awards held in October. The Book Council was again contracted to oversee the awards programme and the revised author tour. Sadly the tour failed to achieve its objectives as the major events failed to materialise and most finalists continued to be sent on local school visits which generated very little public awareness and/or publicity. Larger events took place in Wellington and Christchurch but with limited impact.

The children's choice process experienced significant bedding in difficulties. Chief amongst these was the conflict (in teachers'/librarians' time and school resources) and confusion generated between participation in the children's choice judging process and the Hell Reading Challenge. Though schools were encouraged to participate in both, this was (a) not always obvious, and (b) not always possible given the aforementioned conflicts.

Faced with the choice between sourcing, reading and judging local titles, and reading any five books for pizza, many schools chose the pizza option. As a result, voting numbers were significantly lower. The event itself, held at Circa theatre in Wellington, also proved uninspiring - to both finalists and media.

Soon after the awards process was completed, the decision was made to axe the children's choice from the programme in favour of focussing resources on the Author Tour and the Reading Challenge.

## **BAT**

The Trust was expanded to include a LIANZA representative. It was further expanded with the appointment of Paula Morris and David Bowles. A decision was also made to employ a Manager to oversee the programmes and relieve the Trust's workload - though this had not been completed by the end of my term. A new website was also created for all three 'properties'.

I resigned my position on the Trust in November and Catherine Robertson was appointed in my place as NZSA representative. I wish her and the Trust all the best for the future.

## **13 December 2016- 30 April 2017 - Catherine Robertson**

### **Budget and financial reporting update**

- The budgets for all three events are looking healthy, with surpluses for each albeit a very slender surplus for the Children's and YA (CYA) award. Securing sponsorship for the CYA award is still a priority to ensure the events have a long-term future and that the new part time manager Belinda Cooke can continue to be employed in 2018.
- Catherine Robertson also discussed with Jackie Dennis the possibility of a joint NZSA/BAT effort to seek additional sponsorship for the First Book award categories – with the aim of returning the NZSA name to the awards. Jackie was keen, but now she has resigned, this will need to be discussed with the new CEO. Catherine will be first point of contact on this.

### **Manager's activity report**

- With Belinda Cooke in the new Manager's role, the Trust is taking over accounting functions that had been handled by CLNZ. Belinda will be the main contact for suppliers and partners, and has built strong relationships with existing sponsors. She has yet to find time to explore opportunities with new partners and sponsors.

### **Ockham NZ Book Awards**

- We are now in the final preparations for the event – which will be on the evening of May 16<sup>th</sup> at the AWF.
- There has been a lot of excellent media publicity, including Booksellers NZ noting the 'Ockham effect' on book sales. We expect a big crowd at the event and at the after-party.

- Next steps: reporting to sponsors and stakeholders, and starting to secure 2018 judges.

### **NZ Book Awards for Children & Young Adults**

- The HELL Pizza Reading Challenge registrations have now topped 150,000, and the Book Council will do a further push at the start of this new term. This number far exceeds the orders achieved at the same time last year, and we appreciate the interest and involvement from nearly 400 schools and over 150 libraries.
- Through mutual agreement of the Trust and the NZ Book Council, the organisation of the Author Events, and the Awards event itself, has been contracted to Claire Mabey and Andy Laking of Pirate and Queen. Claire and Andy are having regular weekly catch-ups with the NZ Book Council and with Catherine Robertson.
- Planning for the Author Events is going very well – with events confirmed for Wellington, Christchurch and Dunedin. We are expanding the events, aiming for at least 400 children to attend at each centre. Final venues and dates will be confirmed in the next two weeks.
- New branding and point-of-sale material has been developed.

### **Phantom Billstickers National Poetry Day**

- The 20/20 promotion, where 20 carefully selected established poets choose one of their own poems, plus a poem from an upcoming or (in their opinion) overlooked poet is shaping up well. The first five poets and their poet and poem choices will be launched in early May along with a media campaign.
- We will then roll another 10 poems out monthly in the lead up to National Poetry Day on 25 August.
- A special 20/20 page on the website is under development and will go live when the first poems are released.
- We're getting some good registrations for NPD events, including several from the city centres that have the potential to be developed into significant events, with 20/20 poet involvement.

### **General Trust Business:**

- **New trust logo:** concept was reviewed and approved.
- **Appointment of new accountant:** this was approved as excellent value for money.

The next meeting will be May 17<sup>th</sup>, the day after the Ockham NZ Book Awards, and a strategy day will be planned for July.

# Copyright Licensing New Zealand

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We welcomed NZSA representative Dr Dana Wensley to the CLNZ board in February, and Chair Adrian Keane stood down from the role. We give our thanks to Adrian for his leadership of the board, particularly during the turbulent licencing renegotiations with the universities. I have enjoyed my first year as the chair of CLNZ, and working with the board, CEO Paula Browning, and staff.

One of the major undertakings for CLNZ in 2016 was continuing the set-up and implementation of WISE, the new cloud-based distribution software. Data from universities is now reported in electronic form, resulting in accurate information of copying of works. The WISE system pulls in the data from universities, and ties in with accounting software to make distribution of licence revenue to publishers and writers more accurate and streamlined. The new system requires minimal handling, compared to the old method of sampling and manually entering data into the BOS system. This has had benefits for CLNZ, the universities and stakeholders. Currently only the universities provide the electronic data, but there is also opportunity for the Polytechnics and Institutes of Technology to move to electronic reporting.

CLNZ continued with their work of improving governance practices to meet the World Intellectual Property Organisation's (WIPO) TAG (Transparency, Accountability, Governance) best practice recommendations. This, in addition with work on the strategic plan, has resulted in more robust governance and organisational practice for CLNZ. Having a clear strategic plan enables us to ensure CLNZ is an effective organisation that ensures authors and publishers get paid for the use of their works, and that the users can have access to the content they need.

Internationally, Collective Management Organisations (CMO's) have been challenged by reviews of copyright legislation. The situation in Canada, in particular, has been of great concern. CLNZ is undertaking a Fit for Purpose Review, to look at all of the issues affecting copyright, and to ensure we are best positioned to be able to safeguard the right for authors to receive fair payment for the use of their works.

**Vanda Symon - Chair, CLNZ**

# Northtec LAC Report

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## **NorthTec Local Advisory Committee**

Two meetings of the LAC were held in this financial year, one in April 2016 and the other in August 2016. I was unfortunately unable to attend the latter due to a family medical matter.

I enquired about the small number of entries from current and former students in the branch's NorthWrite 2016 Competition for Northland writers. The student representative said that this was because most students were too busy to enter, while staff noted that many students weren't based in Northland.

I advised of the branch's planned activities for the year, including a Flash Fiction event in July and a New Zealand Book Week event in October. I also reported that we had written articles for *NZ Author* about self-published authors and booksellers, and distributing self-published books.

At my request, the tutors agreed to circulate information to students about the NZSA Writers Conference in Auckland in September, and to provide information each semester to students on the benefits to them of joining NZSA.

## **Information reported back to NZSA from LAC**

Tessa Duder told the Committee about the report into the creative sector commissioned last year from PWC by WeCreate, the new alliance of 20 members of the creative industries, including NZSA. The report showed that book publishing provides 5,160 full time equivalent jobs (2,940 direct) and has a total impact on GDP of \$382 million (\$160 million direct). For more information, go to <http://wecreate.org.nz/427/>.

Tessa said that after the major upheaval a few years ago, there were now feelings of optimism in the sector, with independent publishers publishing more books. However, there was a 'new conservatism', with publishers being more cautious about what books they took on. She said the loss of traditional publishers has made self-publishing more acceptable, but that the cost had moved to authors, and authors needed to ensure their publisher was reputable.

NorthTec staff reported that good numbers of students had enrolled and that there were three new tutors. The student rep said morale was high. An orientation week had been trialled, which was a success for students, with staff getting valuable information about students early on.

Staff also reported that along with the other writing and editing courses, the programme was being reviewed by NZQA to standardise course content and qualifications around the country. It was the programme's 21st year and a book of writing by current and former students was being produced and would be available in May for \$10.

## **Julie O'Brien - March 2017**

# PEN New Zealand

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Thank you for asking me to prepare a report of my activities for the last year. I was appointed as the PEN spokesperson for New Zealand in January 2015. This is voluntary role and one that I was very excited to take on. As there were no set guidelines I have shaped the role the way I think best serves the members of NZSA, together with the wider concerns of freedom of speech. I had a busy year in 2016. I spearheaded PEN (NZ)'s first successful international release following the ban on journalist Barbara Dreaver from entering Fiji. I wrote submissions on Parliamentary Standing Orders in an attempt to open up the parliamentary process (especially at select committee stages) to promote freedom of speech. And, in line with PEN's goal to promote literature and reading, I undertook (in conjunction with Top of the South branch) to produce a radio show with the dual purpose of promoting writers and airing PEN issues to the wider audience. This is on top of supporting Courage Day around NZ, giving speeches and presentations, answering questions from authors, and liaising with the media.

## **Communication with Members:**

I regularly communicate with members through the NZSA e-news (literary bulletin) which carries a summary of some PEN issues. I write a regular column in the *New Zealand Author*. Subjects this year include:

- 'Deleting the censored parts: The art of self-censorship,' *New Zealand Author*, Winter 2016
- 'PEN, Podcasts and the Pacific,' *New Zealand Author*, Spring, 2016
- 'Fake news, freedom of speech and the decline in knowledge,' *New Zealand Author*, Autumn 2017

## **Representation / Advocacy of Members:**

I field specific requests from members throughout the year. In 2016 after concerns expressed in talks and in emails to me, I wrote a submission to the House of Representatives on New Zealand Parliamentary Standing Orders. **This Submission is attached for your reference.**

## **Promotion in the Media**

I have increased the profile of PEN by writing opinion pieces in the media. This exposes PEN to a wider audience, and lets people link to the NZSA website and information/ services we provide. The most prominent article last year was in response to the ban on Barbara Dreaver from entering / reporting from Fiji. This was published in the *New Zealand Herald*.

- 'Defend freedom of speech or watch it disappear' *New Zealand Herald* 14 June 2016
- 'Defend freedom of speech or watch it disappear' *Pacific Media Watch* 18 June 2016

## **NZSA Website:**

I have written updated information for the new NZSA website on PEN. The material I updated included information on Courage Day, the Empty Chair Campaign, and information on Works by Imprisoned Writers.

## **Courage Day:**

Courage Day in New Zealand is the name we use for the date recognised around the world as the Day of the Imprisoned Writer. It is celebrated on 15th November. Last year I continued to supply information to branches for Courage Day, sourcing English language publications that could be used at meetings around New Zealand. I gave a talk to the NZSA Top of the South branch on freedom of speech.

**Research:**

This amount of promotion and communication requires a great deal of research. I am currently undertaking research to put together a history of freedom of speech in NZ. It is necessary to gather background information to use it for my articles and talks.

**Presentations:**

I have made presentations to Top of the South Branch NZSA and Nelson Probus. The presentation is 45 minutes in length and covers the goals of PEN, freedom of speech, the history of freedom of speech abroad, and writers in prison.

**Wider Impact: Radio Show**

An exciting development last year was the support of the Top of the South Branch of the NZSA. The Top of the South Branch of the NZSA funded studio time for a radio show on local community radio station (Fresh FM) to promote writers in the region. This was an idea the branch was working on prior to my involvement, but in January 2016 I undertook to produce the show (Top Writers) and interview authors after the departure from the branch from the lead instigator. This is in line with the goals of PEN which is to promote literature and reading. PEN issues were highlighted each show, and these are still available on podcast at: <http://www.topwriters.co.nz/radio-show.html> In 2017 I have handed over the interview segment of this show but still continue with the PEN podcast with the support of Top of the South branch.

**Expenses:**

At present I use my own personal computer, phone, printer and paper and have made no claims for expenses. Pamphlets on PEN are supplied by head office.

**PEN as part of NZSA:**

The work I do for PEN is on a voluntary basis. I am currently investigating avenues for funding. There is a great deal of interest in freedom of speech issues, and the feedback from my talks and visual presentations at libraries has been encouraging. I am pleased to have the support of NZSA for PEN issues, but the current arrangement that places PEN in NZSA denies PEN charitable funding status which I would like to work through this year with the National Council so that PEN can reach its full potential.

Dana Wensley

**SUBMISSION: STANDING ORDERS OF THE HOUSE OF REPRESENTATIVES****Submission 1: Hearing of Evidence**

“Standing Order 222: Hearing of Evidence

Public attendance at hearings (1) The proceedings of any select committee during the hearing of evidence are open to the public, unless the evidence is private or secret.”

We agree with these provisions but would like them to be strengthened by allowing select committee hearings to be publicly broadcast. We believe this is necessary in the interests of increasing democratic involvement and transparency in the select committee process.

**Submission 2: Information on Proceedings**

“Standing Order 242: Information on committee’s proceedings

(1) The chairperson of a select committee or a subcommittee may, with the agreement of the committee, make a public statement to inform the public of the nature of the committee’s consideration of a matter.”



In the interests of increasing democratic involvement and open government we submit that there should be a prima facie obligation to inform the public of the nature of the committee's consideration *unless* there are compelling reasons for withholding that information.

### **Submission 3: Petitions**

“Standing Order 367

Form of petition (1) A petition must be respectful and moderate in its language. (2) A petition must not contain irrelevant statements.”

We understand the need to uphold standards of decency in the petition process but the terms ‘moderate’ and ‘respectful’ are context specific and open to a fluidity of interpretation that may exclude some petitions that are otherwise worthwhile and in the public interest to be considered. We propose an alternative wording here. Similarly, the requirement that petitions not contain ‘irrelevant statements’ is a broad and subjective concept which is unduly restrictive and open to interpretation. We submit that in the interest of freedom of expression and freedom of speech the wording in this Standing Order be reviewed.

### **Submission 4: Public Notice of Bills**

“APPENDIX C PRELIMINARY PROCEDURES FOR PRIVATE BILLS AND LOCAL BILLS AND LOCAL LEGISLATION BILLS

Publication of notice

(1) A notice must be published at least once in each of two consecutive calendar weeks,—

(a) if for a private bill, in a daily newspaper circulating in each of the cities of Auckland, Hamilton, Wellington, Christchurch, and Dunedin:

b) if for a private bill affecting any land or if for a local bill— (i) in one or more daily newspapers circulating in the locality in which the land is situated or the region or district of the local authority, or STANDING ORDERS OF THE HOUSE OF REPRESENTATIVES 140 (ii) in one or more other newspapers that have at least an equivalent circulation in that locality or region or district to the daily newspapers circulating in that region or district.

(2) The promoter or the promoter's solicitor or agent must ensure that the notice is publicly available on a website that is maintained by or on behalf of the promoter or the promoter's solicitor or agent, for at least two calendar weeks after the day on which the notice is first published under paragraph (1).

PEN (NZ) has received two requests to investigate this provision which raises concerns around freedom of speech and freedom to engage in the democratic process. First, the time frame of two weeks is too short to allow for meaningful dialogue and democratic engagement. Secondly, other forms of notification should be considered in the digital world to enable full engagement. Online digital forms of notification, social media, and notification outside daily newspapers should be considered. Daily newspaper circulation numbers are reducing while other modes of communication are increasing. We submit that this provision be updated.

### **About PEN NZ**

*PEN NZ is affiliated with PEN International. PEN promotes literature and freedom of expression and is governed by the PEN Charter and the principles it embodies: unhampered transmission of thought within each nation and between all nations. Founded in London in 1921, PEN International – PEN's Secretariat – connects an international community of writers. It is a forum where writers meet freely to discuss their work; it is also a voice speaking out for writers silenced in their own countries. Through Centres in over 100 countries, PEN operates on five continents. PEN International is a non-political organisation which holds Special Consultative Status at the UN and Associate Status at UNESCO. PEN International is a registered charity in England and Wales with registration number 1117088. [www.pen-international.org](http://www.pen-international.org)*

# PEN Writers in Prison 2016

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This report covers January to December 2016. It has been a relatively quiet year but we've still written a lot of letters to a lot of governments, and have had some good results. Recently I had replies from officials in Kazakhstan to one of our appeals, which have been forwarded on to the UK.

Conference is coming up in India, but unfortunately it's unlikely we'll be represented there. It's not affordable for the society, and we've only had past representation because Nelson Wattie used to fund his own trips, for which we're very grateful.

I'm delighted that we've had a couple of new writers join us in the past year, to bulk up the number of responses we can make. Some people opt for receiving only one appeal a month, and this is fine with me – at least I know they'll be responding to that one.

The following countries are the ones we wrote to this year, and sometimes we also wrote to the prisoner or their family.

- Angola – two appeals
- Azerbaijan
- China – two appeals
- Egypt – two appeals
- Ethiopia
- Georgia – two appeals
- Iran – eight appeals
- Israel
- Kazakhstan
- Mexico – two appeals
- Myanmar – two appeals
- Oman – two appeals
- Peru – two appeals
- Saudi Arabia
- Thailand – three appeals
- Turkey – nine appeals
- Vietnam – two appeals

For Courage Day we all wrote letters to prisoners around the world at our meeting, and I'd like to thank Margaret Cahill for running this for me since I was unable due to family commitments to attend.

**Lesley Marshall**

# Public Lending Right

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Since the last NZSA AGM, we have attended one PLR Advisory Group (PLRAG) meeting which was held at National Library in Wellington on 20 February 2017. Other members of the advisory group are Maree Brown, arts policy manager with the Ministry for Culture and Heritage and Glen Walker of the Library and Information Association of New Zealand Aotearoa (LIANZA) who is based in Christchurch. Attendees at the meeting were Lewis Brown, manager of planning and development and Kevin Moffat, manager collection business services, both from National Library New Zealand.

Registrations for PLR 2017 closed at the end of February with a drop in the number of authors registered:

PLR	2009	2010	2011	2012	2013	2014	2015	2016	2017
Authors registered	1,716	1,775	1,812	2,023	2,221	1,725	1,788	1,811	1,764
Authors paid	1,657	1,601	1,666	1,703	1,634	1,576	1,514	1,557	-
Book rate	\$2.45	\$3.01	\$2.87	\$2.76	\$2.92	\$2.82	\$3.53	\$3.46	-

We would like to ask NZSA to continue its efforts making authors aware of the fund and the need to register every year before the end of February.

Hopefully an automatic email acknowledging registration as soon as it happens (and not after registrations close) will go ahead next year. Staff changes at National Library prevented it occurring this year.

It was pleasing to note that when editions were counted separately for the first time last year authors queried the change and National Library returned to the ad hoc system of previous years. NZSA was part of this, making authors aware of what was happening and asking them to check their survey results when they were released by email in late October/early November so they could advise National Library before payment was made in mid-December. Although it caused some authors unneeded stress, it was good to see the system worked and we were listened to.

National Library is currently undergoing a strategic review looking towards 2030. The review includes the two pieces of legislation it administers which is legal deposit and PLR.

As part of the review, Karen and NZSA CEO Jackie Dennis (Neville was unavailable) attended a round table discussion at National Library in Auckland on March 16 with other members of the PLR Advisory Group as well as representatives of Creative NZ, LIANZA, Auckland Libraries, Book Council, PANZ and CLNZ. The meeting aimed to identify key issues for the New Zealand creative sector and how PLR, and legal deposit, could have a greater impact for authors and creators and make their work more accessible. Further meetings will be scheduled and it is hoped the PLR

Act 2008 will be examined closely. As one National Library staff member put it, “there are more things wrong with it than right”.

Since the passing of the Act, authors and illustrators have queried/complained about the non-allowance of late registrations and the need for yearly registrations, the 50-book threshold, residency in NZ requirements, books counted through a survey instead of an actual count and that ebooks and primary and secondary school libraries are not part of the scheme. How editions are treated has now become another problem.

While the National Library review may finally allow an overhaul of the Act and give authors the opportunity to have a more robust PLR system in the future, more serious questions are also being raised such as whether the National Library should continue to administer PLR or should another government department (or maybe a non-government organisation) hold the responsibility. Even the subject of whether we need a PLR has been mentioned with some thinking there are better ways to spend the \$2 million annual fund.

Amidst these worrying times, NZSA itself has or will have, a new president, CEO and two new representatives on the PLR Advisory Group. Both Neville and Karen’s terms end in late July. Neville is not wanting to re-stand however Karen, seeing the need for continuity and for someone for National Library to liaise with who has an in-depth knowledge of the Act, Regulations and its problems would like to continue in the role, if NZSA allows.

**Karen Trebilcock - PLR Advisory Group Chair**

**Neville Peat - PLR Advisory Group Member**

For more information, the Act and Regulations are available on the National Library website (Google National Library and then type PLR in the National Library’s home page search field) or otherwise please get in touch with either of us ([ak.trebilcock@xtra.co.nz](mailto:ak.trebilcock@xtra.co.nz) or [npeat@clear.net.nz](mailto:npeat@clear.net.nz)) or contact National Library phone (04) 470 4528 or email [PLR@dia.govt.nz](mailto:PLR@dia.govt.nz)

# The Robert Burns Fellowship 2017

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As I reflected rather ruefully in 2014, it is a condition of appointment to the selection panel that no member can discuss in detail the decision-making process yet, as the representative of the NZSA, I am understandably required to report back. So what follows is akin to a walk on tiptoes in pointe shoes ...

Assessing dozens of applications across drama, non-fiction, fiction (including YA), and poetry demands that one's own reading preferences be identified and ring-fenced, that historical admiration for an author not be allowed to obscure the (potentially superior) merit of author B's application, and that one be able to learn from the comments of fellow panellists.

In the meeting to select the Robert Burns Fellow for 2017, the short-list crossed genre, age, and gender. While the panel was not unanimous in its decision, all members ranked the application of Craig Cliff highly and he conclusively won the final round of voting.

**David Howard**

# WeCreate

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Paula Browning (Chair) talked about their work with both industry and government during 2016 which ultimately led to a significant level of engagement at the Creative Economy Conversation on 3rd May 2017 in Wellington. Noticeably, there were 12 government entities represented by senior policy staff at this event. WeCreate's ongoing challenge is to maintain momentum with government (especially taking into account the constraints and opportunities of an election year) and to continue to grow the industry membership and involvement.

Victoria Blood (WeCreate Working Group) noted that a significant financial contribution from ATEED was a key factor in being able to run the Creative Economy Conversation. Michael Moynahan (Chair of Creative NZ) was instrumental in shaping the programme for the day in coordinating three other members of NZTE Beachheads to facilitate the workshops. Speeches by Ministers Dean, McClay and Barry, as well as Her Excellency, Dame Patsy Reddy, Governor General of NZ, demonstrated their support for growing the creative sector. The case study presentations by Dean Hall (RocketWerkz), Dame Wendy Pye (Sunshine Books) and Angela Littlejohn and Lisa Chatfield (Pukeko Pictures) provided insights into internationally successful New Zealand creative businesses. Brendan Smyth (Australian Capital Territory) and Victoria Blood (on behalf of WeCreate) gave overviews of international creative economy strategies. A creative-tech panel discussed the intersection of creativity and tech and Todd Kriebel helped to explain the valuation report that NZIER has written for WeCreate.

Next steps include a video conference on May 25th during which the government and industry representatives who ran each workshop will discuss the overall themes from the day and how to take these into an action plan that will achieve our strategy.

WeCreate's reach with Members and within the creative sector generally has also grown. They know they rely on WeCreate Member organisations to disseminate their strategy and messaging in 2017. They also acknowledge the need to only bring creative people along with them, but to put them at the forefront of what they're doing. They saw this clearly demonstrated in the consultation process conducted by MBIE that led to the publication of the Creative Sector Study Report in December 2016. A new level of government engagement with the creative industries, and the overview provided by WeCreate, resulted in a report that is industry-first.

Kristin Bowman of Recorded Music NZ was acknowledged for a huge amount of work and commitment to WeCreate in 2016, and for bringing Victoria Blood into the Working Group. Kristin had taken a lead role with WeCreate Members who have a strong interest in copyright but is having to step down from the Working Group. WeCreate's Strategy Council – Adam Holt, John Barnett, Kevin Chapman, Stephen Knightly and Richard Fletcher – were also acknowledged for their industry and business insights.

WeCreate will report back on the results of the 25 May session soon.

**Jill Rawnsley, report on the WeCreate 2016 AGM on 18 May 2017**