



# CROQUET NEW ZEALAND ANNUAL REPORT

2018-19

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## Contents

Contents.....	1
President Report.....	2
Executive Director Report.....	5
Management Committee Report.....	6
Finance, Audit and Risk Committee Report.....	7
Croquet Governance Committee Report.....	7
Tournament Committee Report.....	8
Publicity and Marketing Committee Report.....	10
Association Croquet Selectors Report.....	12
Golf Croquet Selectors Report.....	12
Croquet New Zealand 2018-19 Financial Statements.....	14
Funders and Sponsors.....	20

## President Report

Typically, I start with the past year's accomplishments. However, this is my last year as President of CNZ and Chair of the Executive, and I would like to talk about the future that the Executive has been creating before highlighting this year's achievements. I would like to add that each year seems to be more productive than the last.

Four years ago when I was elected President, my assessment of CNZ was that it cruising and operations were stable, which is the best place from which to continue to grow. The next step I saw was to create a vision, plans to move forward, and the energy needed to make the vision a reality.

I believe it is healthy for an organisation to reflect on where it has come, dream about where it could go, and set a path for it to continue to grow towards those dreams. One of the first activities undertaken four years ago was to write a vision, mission, and values statements, and a strategic plan. These were generated by the Executive. This was the first time since I was on the Executive that the Executive took on this activity. It took us several meetings and as a result, we have a strategic plan that has stood strong for the past four years. There have been tweaks along the way to better define our goals and to identify better ways to collect information needed to evaluate what we have done and how well we've done it. On the whole, the framework has led us to increases in many of the areas. Some areas are a work in progress while others need more resources to move them along.

From discussions with the Executive, listening to croquet players, observing how CNZ operated, and with my academic and experiential background, I developed three goals that I felt would support the strategic direction the Executive identified: 1) Connect with the regions and clubs, 2) Move from an operational model to more of a governance one, and 3) build the infrastructure to move forward. I believe significant gains have been made in all three areas. The result is that CNZ is no longer just cruising but is shaping the future of the organisation. With the growth and changes CNZ has made, it will be important to continue to have an Executive who will ask the difficult questions, work together for the betterment of croquet, continue to connect with the regions and clubs, and strengthen the infrastructure.

### Three Goals: What has been done?

- Connecting with the Regions and Clubs: Prior to being CNZ President, I observed limited connections between CNZ and the regions and clubs: rarely were there visits to clubs and regions. Also, feedback CNZ received was mostly negative about our connections. These observations were the basis for my first goal to connect with regions and clubs.
  - I started by asking every region to invite me to meetings, functions, and special events. I've travelled to nearly all regions (15 out of 19) over the past four years to attend meetings, functions, special events and to watch or play croquet. Associations (regions) I've visited were Auckland, Bay of Plenty, Canterbury, Counties-Manukau, Hawkes Bay, Manawatu-Wanganui, Marlborough, Nelson, South Canterbury, Southland, South Taranaki, Taranaki, Thames Valley, Waikato-King Country, and Wellington: some of them multiple times at my own expense.
    - This past year I was at the Waimarie Hutt City Croquet Club opening, GC Trans-Tasman in Melbourne (AU), Women's World's in Hawkes Bay (as a player and presenter of medals), Marewa's 70<sup>th</sup> anniversary, Croquet Nelson's Management Committee Meetings, NZ Secondary Schools Finals in Christchurch, Women's GC Champs in Bay of Plenty, SI GC Champs in Nelson, SI AC Champs in Christchurch, GC Nationals in Nelson, and the Arthur Ross in Wellington. I would like to thank the people who graciously lodged me during my visits this year: Tony and Colleen Stephens, Helen Grant, and Sue Roberts. They made my visit special.
  - I've reached out to players by sending congratulatory letters to them for their wins, celebrating them in *Croquet Matters*, and presenting them with the trophies, medals and certificates they won.

- Each month I've written a column in *Croquet Matters* to celebrate our players, officials, clubs and associations. I've also talked about issues that are important for all members to know. I started the President's column four years ago in *Croquet Matters*, and edited it for over a year until we had a new editor.
- Executive meetings were changed from four times a year to meetings every 6 weeks through the video conferencing system that I asked to have set up. The system expands the communications and reduces costs of travel for people to attend meetings.
- I've responded to individual requests and reached out to others.
- These are some of the ways in which I've built connections.
- Building an Infrastructure to better meet the demands of our sport:
  - Sport Development Officer's employment: The first major change that I made with the support of the Executive was to change Sport Development Officer Greg Bryant's employment from half-time consultant to full time staff member. I believe that we would all agree this is one of the most important positive changes CNZ has made. Greg has been fabulous in all that he does. He makes and sustains connections between CNZ and the regions and clubs.
  - Strategic Plan: The strategic plan that was created by the Executive four years ago was the first one created by the Executive since I've been on it. Staff members and committees are working collaboratively to achieve these goals and support the strategic direction.
  - Change of Executive Director: Jake Inwood brings a strategic perspective and is helping to shape the organisation of CNZ. Jake has worked towards achieving the Executive's plans of moving to a governance model, identifying what responsibilities, authorities and powers the Executive, Executive Director, SDO and Committees have while handling the operations of CNZ. He continues to grow stronger in his role.
  - Terms of Reference: All CNZ committees wrote terms of reference that focusses on goals that are achievable and that supports CNZ's strategic direction. When I came onto the Executive there were no terms of reference to guide committee work until two years ago.
  - Performance Reviews: Yearly performance reviews for the Executive Director and Sport Development Officer are held. This is a built-in mechanism for reflection, discussion, support, and direction when needed. The newly formed "Management Committee" developed the performance review structure and undertakes the review for the Executive Director yearly.
- Moving from an operational model to more of a governance model: The structure of CNZ has been more of a management committee than a governance body. This structure has worked well over the years because we are primarily a volunteer organisation. However, through education, discussions, board development and support from the Executive and Executive Director, the Executive is changing. The past two years the Executive has worked to untangle the operations from the Executive with feedback from the Council. For me, it was important to identify the Executive's responsibilities and what are the Executive Director's and Sport Development Officer's domains, particularly given the high rate of volunteers supporting our operations. It would be simpler if CNZ had the resources to employ people to take on those responsibilities that we give to the committees. At this point, it is not a reality. However, there are ways in which the Executive is moving away from the operational side, which is healthy. This will be a journey that will evolve over the years. Input from the Council will be vital for CNZ continuing to grow. This process has started with these activities:
  - CNZ Constitution Rewrite Committee: Over a decade ago there were discussions about updating the CNZ Constitution. This past year Kathie Grant and Kareen McLaren took on this task and I thank them for their initial work. The journey was started. Phyllis Young took over, and with the current committee they produced a paper with recommendations that will be discussed at this year's AGM. This discussion will set the foundation for continuing the rewrite next year. The Constitution Rewrite Committee understands that it will take at least a couple of years to bring about changes. Thanks to all involved and your input; we are moving forward.
  - Terms of Reference for all committees, the development of an organisational structure for the Executive, and the seminal work in developing infrastructure are progressing.

Thanks to dedicated Executive members, staff and committee members who work through differing opinions to find a way to grow croquet. I thank all who have contributed and those who will contribute that will impact the way CNZ functions.

#### 2018-2019 Achievements

The Executive Director has laid out the accomplishments of CNZ in his report. I would like to add and highlight some of the areas:

- Increased membership every year for the past four years – thanks to the work at the club and regional levels and the SDO's work with the clubs and regions and the youth programme
- Hosted the World's Women's GC Championships – thanks to Hawkes Bay for successfully organising this event
- Increased the youth development programme for GC and AC – thanks to SDO Greg Bryant for organising the youth squads, creating opportunities for youth to play both codes, and supporting our youth.
- Wrote the first High Performance Plan – thanks to Councillor Aaron Westerby and his committee for writing the long-awaited plan. This is the first time since I've been on the Executive that CNZ has a High Performance Plan.
- Won: the Bronze Medal at the World's Women's GC Championship (Jenny Clarke); the World's Women's GC Championship Shield (Dallas Cooke), the World's Women's GC Championship Plate (Phyllis Young); the GC Trans-Tasman (Felix Webby (Captain), Sonya Sedgwick, Edmund Fordyce, Helen Reeves, Duncan Dixon, Ellie Ross, George Coutler, and Dallas Cooke); the World's U21 Gold (Edmund Fordyce); the World's U21 Shield (Nathan Bullen); World's U21 Bowl (Chris Spittal); World's GC Championship Bronze Medal (Josh Freeth); World's GC Championship Shield (Duncan Dixon); World's GC Championship Bowl (George Coulter) – thanks to all players who represented NZ well on the world stage.
- Revised CNZ Tournament Regulations.
- Updated Tournament Manager's Guide (last one was 2009)
- Manager's Training at two locations – thanks to Chris and Jenny Clarke

These achievements, as well as others have been critical into strengthening croquet.

My reference point four years ago was cruising. For me, cruising was the norm. I have never been one to cruise and was delighted two years ago that the forward motion started. CNZ is fortunate to have an energized, thoughtful and dedicated staff who assist the Executive with the direction we are moving. I thank Executive Director Jake Inwood and Sport Development Officer Greg Bryant for their work and contributions along this journey. They add value to croquet in their respective roles.

I also thank the Executive for their work and willingness to ask the hard questions, seek the answers, and work for the betterment of croquet. This past year Executive members worked together to make the best decisions.

I would like to thank Phyllis Young for working with me as Vice-President and for the work with the Constitution Rewrite Committee and the wealth of knowledge she has. She has been a member of the Management, Croquet Governance, and Player Development Committees. I encouraged George Coulter to become a Councillor because I believe we need to have someone who brings the perspective of being a youth player and who is a good thinker. He has been a member of the Player Development and Tournament Committees. It is great that both Phyllis and George will continue on the Executive and bring continuity. Aaron Westerby is completing his second year of his first term and has decided not to stand another term. The Executive has benefitted from Aaron's ability to ask the hard questions and find compromises. He has a wealth of knowledge and a historical perspective about croquet. He has also written the High Performance Plan, repaired the CNZ database, chaired the Player Development Committee for one year, chaired the AC Selection Panel, chaired the Croquet Governance Committee (and former Playing Oversight Committee), and for the past 8 months has brilliantly chaired the FAR Committee. He will be missed on the Executive. All Executive members have added to the discussions and ultimately the decisions we've made. I thank them for their contributions they have made. I've enjoyed working with them.

I would also like to thank all the players who convene and serve on CNZ Committees for the tremendous work that they do. We could not continue to be strong without these individuals.

Thank you to the clubs and associations who give tirelessly in their communities. The first point of contact is the club for new members. Club members introduce croquet to perspective members, create enthusiasm for

the sport, and teach them how to play well and be a member of the club and region. The clubs and associations are at the heart of our sport, and they give daily because of the passion they have for croquet.

I've been honoured to lead and represent CNZ over the past four years. I have also chaired the Tournament Committee (2 years), Management Committee (1 year), and Publicity and Marketing Committee (3 years) and I am an ex officio member of all committees. Croquet is my passion and I appreciate the opportunity to make a difference. I'm proud of our players, members, and accomplishments and hope that you will share in the pride because it is built with all us working together. My dream is to see CNZ to continue to grow stronger from the strong foundation that has been built over the years.

D. Annie Henry

## Executive Director Report

2018-19 has seen another busy year for Croquet New Zealand, which has been enormously successful on many of our strategic priorities.

A huge thank you must go to those volunteers who help make the work Croquet New Zealand does possible, as well as those who volunteer within their clubs and associations. Thank you!

### Increase Participation

Croquet clubs are doing a tremendous job promoting our wonderful game which has led to a 3.3% increase in membership, the fifth consecutive year of increases. What is exciting about this increase is the continued growth of youth, in particular U18 membership which now makes up 2% of our total membership.

With the new supplementary data clubs began submitting with the end-of-season levies, we are now able to see the true reach of croquet. During 2018/19, an additional 9,713 people participated in croquet through business house leagues, corporate events, have-a-go days and similar events nationwide.

### Excel in Croquet

2018/19 provided more accolades for New Zealand players on the World stage. With the Women's Golf Croquet World Championships held in Hawkes Bay during February 2019, 15 New Zealanders were in the field of 56. Jenny Clarke once again showed her class securing another World Championship medal, this time a bronze.

During April, the New Zealand Golf Croquet team headed over to Australia where they successfully defended the title, we won in 2015. This was an outstanding effort with the team featuring 5 players making their international teams' debut during the series.

Congratulations to all players that represented New Zealand so admirably.

### Develop Best Governance

A lot of work has been going on behind the scenes to try and improve how Croquet New Zealand operates so that we can be more efficient and effective when supporting Associations.

This includes continued work around the re-alignment of our committees, developing and approving policies to increase efficiency in decision making as well as beginning the process of updating our constitution.

The constitution rewrite is a huge task and it would be remiss of me not to acknowledge the work Kathie Grant and Kareen McLaren did before they stepped down from the Executive in February and the work Grant Poulton, Graeme Roberts, Phyllis Young and Geoff Young have done more recently.

### Financial Sustainability

We have had another good year financially, recording a profit of \$20,445 which exceeded budget. Being fiscally responsible is vital to ensure we are in a position to meet our liabilities when they fall due as well as having enough in reserves for a 'rainy day'.

2019/20 will see our next steps in trying to diversify our income streams through corporate sponsorship so that we can better service the Associations. Watch this space.

Croquet New Zealand is making exciting strides forward and I look forward to building on what we have achieved so far in 2019/2020.

## Management Committee Report

The purpose of this Committee is outlined in the CNZ Constitution. The Committee re-formed last year to review its purpose and develop a Terms of Reference. It is one of the three governance committees of the Executive. The Constitution specifies that the President and Vice-Presidents will form the Committee.

It was decided that most of the areas identified as part of this Committee have been absorbed in other Committees. The one purpose the Committee has served this year was to develop a process for reviewing the job performance of the Executive Director and to conduct the review. The Committee has reviewed the performance of the Executive Director this calendar year.

D. Annie Henry  
Convenor

## Finance, Audit and Risk Committee Report

As a result of the resignations at the beginning of 2019 from the Executive of Kareen McLaren, Tom Devlin and Kathie Grant, it was decided to reduce the scope of the FAR & Organisation Development Governance on which Kareen (as Convenor), Tom and Kathie served.

I wish to thank Kareen, Tom & Kathie for their contributions to CNZ via this committee. Kareen brought a passion for organisational development. Tom (a past FAR convenor) sought to put CNZ on a more solid financial footing. And Kathie gave us a great start to our constitution rewrite journey.

The current committee's scope is now focused on just the finance, audit and risk aspects of the former committee. The organisational development responsibilities have been assumed by the Executive.

Dallas Cooke and Stefan Horrer both agreed to join this committee along with Jake Inwood (Executive Director), Annie Henry (ex Officio) and myself. As an interim measure I took on the convenorship with a view to handing this over in July to Neil Bendall, a new Executive member. However regrettably in early June Neil resigned due to other commitments and it has been decided I will continue in the convenorship role until the October AGM.

The new committee has quickly got down to business and in its short tenure has achieved the following:

- Assisted the Executive with defining our terms of reference.
- Helped prepare next year's budget.
- Provided oversight on CNZ's monthly accounts.
- Put together a CNZ Vehicle policy required by the imminent car purchase for the SDO.
- Agreed the pursuit of an Xmas gift revenue-share promotion (Felxo) to provide an additional income source.
- Started work on putting together a sponsorship strategy.
- Commenced review of CNZ's financial policies.

Our focus in the coming months will be continuing to look at ways we can increase our non-levy income. This is becoming an important priority in a climate of reduced grant funding.

I conclude by sincerely thanking Annie, Dallas, Stefan & Jake for their contribution to this committee.

Aaron Westerby - Convenor of FAR

## Croquet Governance Committee Report

With CNZ's organisational 'restructure' to provide a clearer delineation between governance and operations, this committee in effect took over the policy responsibilities of the former Playing Oversight Committee.

Some effort has been devoted to presenting a committee terms of reference (ToR) for the Executive to consider for approval, however at the time of this report this has yet to be finalised. Of CNZ's three governance



committees defining its scope has, perhaps unsurprisingly, proved to be the most contentious. This is in part due to having to define the extent of the ED's delegated authority with regards to 'playing matters' within the context of our new organisational model. Further efforts will be made to recommend a ToR for Executive approval before the AGM.

Given identical membership with the (currently reduced) Executive has meant some matters that might have otherwise been allocated to this committee for consideration were dealt with directly by the Exec. A clearer ToR and a full Executive is likely to increase this committee's value.

Despite the above, the committee undertook the following:

- Raised with the Laws Committee how Examiner referee appointments could be recorded in the Yearbook and on the CNZ database.
- Considered one policy matter with regards to the funding of travel to an overseas NZ team event from outside NZ. It was agreed that this should be no precedent and that this should be determined on a case by case basis.
- Reviewed the use of individual player performance plans by the GCWT squad.
- Discussed how Player Development would be delivered under the delegation to the Sports Development Office (SDO) via the ED.

Before concluding I feel it is important to call out the considerable output of the Tournament Committee (TC) over the last two years. They have raised and addressed many matters that would otherwise have fallen to this committee. I wish to personally thank the TC members for their contribution which I feel certain will provide an enduring legacy and sets us up well for the coming years.

Finally, I'd like to thank Annie, Phyllis (secretary) & George as committee members and Greg as SDO for their input into the work of this committee.

Aaron Westerby - Convenor of Croquet Governance

## Tournament Committee Report

The Tournament Committee has had another productive year. Priorities were set, plans were developed and goals were accomplished. This year's goals are on the heels of last year where there were 16 tasks achieved. Additionally, the Tournament Committee worked with Croquet Hawkes Bay's preparations for the Women's World's Golf Croquet Championships. A special thank you to John Christie (Tournament Director), Geoff Young (Tournament Manager), Colin Hurst (Assistant Manager), Sheila Hurst (Chair of the Organising Committee), Brian Boutel (Referee of the Tournament), the Organising Committee and all the volunteers working behind the scenes to ensure the tournament went well. Their contributions and leadership are greatly appreciated.

The Tournament Committee supports the CNZ strategic plans, and continues to build on what has been achieved. The tasks that were undertaken and realised this year are:

1. Updating and Revising the CNZ Tournament Regulations: Chris Clarke undertook the enormous task of spearheading the CNZ Tournament Regulations revisions. His recommended revisions were given to the members of the CNZ Tournament Committee and Laws and Rules Committee for feedback. There were several iterations made of the Tournament Regulations before they were sent to the

Associations/clubs for feedback. The feedback was incorporated where appropriate. Some recommended changes were sent to the Executive for their decision. The CNZ Tournament Regulations were approved by the Executive for the 2019 – 2020 season. Included in the revisions were:

- a. Procedures were developed to deal with entries from overseas players.
- b. AC to GC Conversion chart was updated.
2. 3 Year Calendar: Last year the 3-year calendar was revived. In the past decade the 3-year calendar had been produced for one year but not continuing the cycle the next. This year the calendar has been extended another year in order to continue the three-year schedule cycle thanks to Nelson Morrow and Greg Bryant (player). This is another mammoth undertaking. Each year expressions of interest are sent to all associations regarding hosting a CNZ or WCF tournament to continue the cycle.
  - a. Tournament Added: For the 2019 – 2020 season the 3+ GC Nationals was added. This is because there is a limited number of available lawns for the GC Nationals. This will be reviewed at the end of the season.
3. CNZ Tournament Manager's Guide: The Tournament Manager's Manual was last written by Gordon Smith in 2005. Annie Henry updated the manual with editing from Graeme Roberts, Chris Clarke and Jenny Clarke. Jake Inwood provided feedback and assistance. This Guide will be used with the Tournament Manager's Course. This was another major task that was accomplished. Included in the update to assist managers was
  - a. Playability Conditions Guidelines.
4. Manager's Training Courses: It has been 8 years since the last managers' course was conducted. Two managers' training weekends were developed by Chris and Jenny Clarke. They will be held in September and October 2019. These two weekends are fully subscribed. This was a major responsibility to conduct these courses.
5. Implementation of Global Association Croquet Handicapping System: New Zealand is now aligned globally with other countries AC handicapping system. The Tournament Committee worked to develop the transition as smoothly as possible. Graeme Roberts and Brian Boutel assisted with providing instructions and examples for modifying the handicaps.
6. CNZ Tournaments Managers' Meetings: All 23 managers of CNZ tournaments were supported through an initial meeting with the manager and assistant manager where all aspects of the tournament were discussed. This investment of time with the managers has ensured the effectiveness of how tournaments are run.
  - a. Checklist: Annie Henry created a manager's checklist to be used at the Manager's meeting and serve as a guide for the minutes taken and distributed to the members at the meeting.
7. Budget/Profit and Loss: This is the second year profit and loss were calculated to include all expenses. Two years ago it was calculated that CNZ was losing about \$5,000 each year. This has dropped significantly because the review of the profit/loss helps the Tournament Committee make better informed decisions. Chris Clarke initially developed the profit and loss statement. Jake Inwood is now managing the profit and loss statements. As a result of reviewing the profit and loss, a budget was developed for the 2019-2020 season.
8. Advertisements Updated and Revised: The advertisements were revised so that there is consistency in the entry fees, conditions and information.
  - a. Entry Fees: All tournament entry fees are based on a calculation of \$12.50 per day for doubles, \$17.50 per day for singles, and \$10 per day for youth events and invitations. The fees are rounded up or down using the Swedish Rounding Method. Youth continue to pay half of the fee for all events except those specifically for youth.
9. Prize Money: The prize money has been standardized.
10. Certificates: New certificates have been created by Duncan Dixon for the 2019-2020 season.
11. Extra Lawn Mowing Schedule: A schedule for reimbursement of extra lawn mowing has been set and included in the Yearbook.
12. U21 Eligibility: There was not a clearly identified date for eligibility to play in the National U21 tournament in the past. An eligibility date was set that coincides with the levies: 1 July.
13. Hosting a Tournament Brochure: Greg Bryant took the Tournament Committees wording for hosting a tournament and developed an attractive brochure.
14. Player Feedback: Chris Clarke analysed and wrote up the feedback from players regarding the tournaments the first part of the season and Paddy Chapman took over for the second part of the season. The recommendations from the feedback were reviewed by the Tournament Committee at

the end of the season and were incorporated into the conditions or format for the 2019-2020 season where appropriate. Every player and manager received the feedback within a couple of weeks of the tournament.

15. Trophy: A new trophy for the Don Reyland Stars was donated by Don Reyland.
16. Data Collection: Jake Inwood has started collecting data on the tournaments that will be used to evaluate them and make improvements where necessary.

The past two years the Tournament Committee has completed a great deal of work that will benefit the players in future years. An aim in the Terms of Reference is to make tournaments an enjoyable experience for everyone. Attending to the details outlined above adds to the enjoyment and value of tournaments.

Working with the members of the talented Tournament Committee who have vast knowledge about croquet has been a highlight for me. Everyone has always given their fullest for the betterment of croquet. Individuals have accepted responsibility for tasks and ensured they were done and done well. I would like to thank the members of the Tournament Committee: Nelson Morrow, Chris Clarke, Paddy Chapman and Greg Bryant who served for the past two years. They have been amazing. I would also like to thank Aiken Hakes who served last year and part of this year for his contributions and to welcome our newest member, George Coulter. Jenny Clarke served on the Tournament Committee the 2017-2018 season and made major contributions and I thank her. I would also like to thank the people who have given us feedback, the managers of CNZ tournaments, and those who have worked with us over the year. I would like to give special recognition to Chris Clarke for his generosity of time and expertise, and his willingness to always help when needed.

D. Annie Henry  
Convener

## Publicity and Marketing Committee Report

The Publicity and Marketing Committee was formed about 3 ½ years ago after splitting from the Organisation Development Committee. The Publicity and Marketing Committee strongly believe that promoting croquet in our community is key to growing our sport. All of us are ambassadors.

This past year's priorities focused on key areas that will promote croquet more widely. The progress towards these priorities were:

- ✓ Promoting the World's Women's GC Championship: Thanks to Colleen Stephens (Hawkes Bay) there was fantastic coverage with: photos and profiles of all 56 players posted on the tournament website; created a tournament website that was linked to CNZ and WCF websites; articles in the local newspapers pre, during and post coverage; article in regional "Living magazine; article to all clubs in the region; segment on "The Crowd Goes Wild"; TV coverage for a couple of days; radio interviews of CNZ President on Sport Radio and Colleen on Sport Newstalk; and, coverage of players from NZ local coverage. This is the most coverage a tournament hosted by CNZ has had.
- ✓ Securing streaming equipment that will be used to promote croquet and for coaching and educational uses: Grants have been submitted to seek funding for the streaming equipment. A decision is pending from the grant funders at this time.
- ✓ Updating player profiles of top players: The P&M Committee developed a set of questions for each player to answer and Jackie Tye agreed to secure updated photos of players in NZ uniforms. She has updated the profiles of the 2019 GC Trans-Tasman team. The photos were updated but not in NZ uniforms. This will be pursued in the future.

- ✓ Enhancing distribution of the monthly publication, *Croquet Matters*. The distribution has increased from 683 to 2,444 of the 4,700+ members this year. There have been 2,410 newsletters delivered successfully; 68% of the newsletters delivered by emails were opened; and, 621 (26%) clicked on the newsletter. This is nearly four times as many Croquet Matters distributed as the previous year.

Overall, the priorities were accomplished for three of the four with the fourth one pending. In addition to the priorities the Committee continued work in several areas that had been started the past year. They are:

1. Writing a Terms of Reference: A Terms of Reference has been written and was sent to Executive for approval.
2. Developing role description for club and association Publicity Officers: The role description was written by Jackie Tye and Annie Henry and sent to all clubs for feedback. There were a limited number of responses received from clubs and associations; however, the feedback was informative and extremely helpful. The P & M Committee thanks all of the Publicity Officers at the clubs and associations for the work they do to promote croquet and the feedback for developing a meaningful description of the Publicity Officer's role. I would also like to thank Jacqui Anderson for the seminal work she did with the role description.
3. Developing a Communication Plan for CNZ: A Communication Plan was written and has been submitted to the Executive for approval.
4. Developing a role description for *Croquet Matters* editor: For the first time the editor of CM has a role description that outlines responsibilities and authorities for producing the monthly publication.
5. Developing a format for presentation of Hall of Fame inductees: The Committee has developed a format for creating a brief video of the inductees for the formal presentation. This video will include interviews from people who knew the inductee as well as an interview with the inductee.
6. Developing an information brochure about CNZ: A brochure was developed but was put on hold with the possible changes in the Constitution and structure of the Executive.

I would like to thank the Committee members **Grant Poulton** and **Jackie Tye** for giving unselfishly and their voices that help shape our priorities and outcomes. Jackie took on the editor's role for *Croquet Matters* and has done an excellent job. Grant has helped shape the draft of the Communications Plan. Both have been invaluable members. I would also like to welcome Jake onto the Committee. His contributions will be greatly appreciated.

This is my last AGM report because my term on the Executive is ending. Creating the Publicity and Marketing Committee was something I saw that needed to be done when I joined the Executive as a Councillor. For a number of years the idea had been on the table and finally the committee was created. It took time to sort through what our focus should be. The Committee has a clear focus for promoting croquet and a solid understanding of the role of the Committee.

I would like to thank Jacqui Anderson, Greg Bryant (SDO) and Jake Inwood (ED) for the seminal work that was done when forming the Committee. Because of all the past and current Committee members we have been able to define our role and priorities, and more important, promote the sport we love.

D. Annie Henry  
Convenor

## Association Croquet Selectors Report

The 2018-19 season was quiet on the AC international event front with selections only being required for our domestic events.

Just prior to the beginning of season, but subsequent to this committee's last report, Kathie Grant resigned from the panel to focus on her (then) role as a CNZ Vice President. I wish to thank Kathie for her services to this committee. Her contributions which will be missed.

This season saw a significant change in the process of how players are selected for invitation events. To be considered, players now register their interest (online or with the ED) in advance of selection. This new approach has proved to be much a more efficient in terms of selectors & paid staff time and overall is to be considered a success. However, we will be making efforts to better publicise the new system and to encourage more players to play. Furthermore, players will now need to accept 'promotion' if offered.

Unfortunately, in line with recent years, we didn't achieve enough players to hold the Roger Murfitt (3<sup>rd</sup> Eight). It therefore has been decided by the Tournament Committee, for the foreseeable future, that this event will be hosted in the Wellington region, which currently has the biggest pool of eligible players.

The St Martin's club had intended to host the Edwina Thompson but unfortunately their recent lawn renovations did not take as well as hoped. We appreciate their offer to host and look forward to playing future CNZ events there again soon. I would like to thank the United Club for agreeing to take on the hosting, at the last minute, in addition to the CA Silver Tray (1<sup>st</sup> Eight – but played as the Top 5), especially as this was in the shadow of the tragic events that took place close by on 15<sup>th</sup> March.

Our final selection task for the season was to provide selections for the inaugural CNZ AC Club Championship to be held at the Epsom-Remuera Club over Labour w/end. CNZ has invited four of our strongest AC Clubs: Epsom Remuera, United, Wellington & Whakatane to contest a club championship in the context of a player development event to support CNZ's high performance objectives for AC. To assist fulfilment of these objectives, CNZ has secured the option to allocate a limited number of places on each club team to players not affiliated to these four clubs.

Once again, I wish to thank my fellow selectors, Paul Skinley and Jarrod Coutts for their diligent work to support our selections.

Aaron Westerby - Convenor of AC Selectors

## Golf Croquet Selectors Report

The season began in August with the NZL Select Team consisting of Dr. Jenny Clarke, Duncan Dixon, Eleanor Ross, Helen Reeves, Hamish McIntosh and Joshua Freeth to play the NZL U21 players. The competition was fierce; the honours split 7 match wins each, and 4 matches incomplete. This event is very important for the development of younger players, with 6 players going on to make the Trans-Tasman team.

Prior to the Women's Worlds we finalised our choices for the main GC Invitation. CNZ has adopted the long-standing approach as used by the CA (UK), whereby players signal their availability prior to selection either online or via the national office. 2018/19 was the first time this has been tried and only provided just enough players to fill the 4 invitations. However, late withdrawals do require a considerable amount of volunteer and paid time to fill the vacancies created by these withdrawals.

In February Hawkes Bay hosted the GC Women's World Championships. New Zealand players performed well, 7 players making the main 32-player knock-out, including 2 players for the future, Eleanor Ross and Ashley Cooke. The best performing New Zealand player was the No.1 seed, Dr. Jenny Clarke (4th), with Dallas Cooke winning the Shield, and Phyllis Young winning the Plate. Eleanor Ross made a notable debut, being runner-up in the Bowl.

The season concluded at the end of April with the Trans-Tasman in Cairnlea, Melbourne, Victoria. New Zealand won the series 2-1, winning the first and third Tests. It was particularly pleasing that 6 of the 8 players, Felix Webby, Edmund Fordyce, George Coulter, Eleanor Ross, Helen Reeves and Sonya Sedgwick were all making their GC Trans-Tasman debuts for New Zealand. Our women did better than their world rankings would indicate and it was their performance that won the Test series. The New Zealand teams standout performers were Felix Webby and Eleanor Ross, with Helen Reeves putting in a good performance. The team was well managed by first time manager Phillip Drew.

I conclude by thanking my fellow selectors, Tony Stephens, Duncan Dixon and Mike Crashley for their support and assistance with selections. Special thanks to Dr. Jenny Clarke, Nelson Morrow and Helen Reeves for assisting with the selections for the Trans-Tasman Test Series.

John Christie

Convenor of GC Selectors.

# Croquet New Zealand 2018-19 Financial Statements

## **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

### **STATEMENT OF FINANCIAL PERFORMANCE**

**YEAR ENDED 30 JUNE 2019**

	NOTE	Budget	2019 \$	2018 \$
<b>REVENUE</b>				
Levies		163,324	172,934	156,874
Interest Income		4,290	5,876	5,630
Sport New Zealand Income	7	20,000	20,000	20,000
Charitable Grants	7	29,500	17,514	14,700
Group Insurance		5,130	3,751	5,068
Equipment and Publications	4	35,000	27,777	54,793
Tournaments Income		21,919	19,843	14,125
Player contribution to World Events		5,242	7,095	14,869
Yearbook Income	5	14,000	23,950	14,108
Miscellaneous Income		8,370	11,349	2,392
Floor Expense Reimbursement		8,443	17,523	14,057
<b>TOTAL REVENUE</b>		<b>315,218</b>	<b>327,612</b>	<b>316,615</b>
<b>LESS EXPENSES</b>				
ACC Levy		1,200	841	969
Administration		25,876	37,355	35,234
Audit Fees		5,000	5,100	5,700
Badges and Trophies		450	3,291	1,915
Consultancy		-	-	-
Council Expenses		24,813	22,878	24,046
Coaching		-	-	-
Depreciation	3	3,500	2,492	3,132
Amortisation of membership database		-	-	-
Executive Honoraria		3,500	800	1,800
Legal Fees		1,000	-	519
Lease Charges		10,740	10,740	10,740
Salaries and Reimbursements		107,167	108,589	105,994
Subscriptions and Affiliation Fees		1,500	1,475	1,391
Update/Newsletter Expenses		1,500	-	-
Equipment and Publications Expenses	4	26,250	18,833	34,885
Group Insurance Expense		5,130	3,577	4,078
Tournaments Expenses		21,270	22,609	20,847
Yearbook Cost of Sales	5	10,000	12,564	8,875
World Events Expenses		50,799	56,024	48,006
Other Expenses		5,000	-	-
<b>TOTAL EXPENSES</b>		<b>304,695</b>	<b>307,168</b>	<b>308,131</b>
<b>NET SURPLUS FOR THE YEAR</b>		<b>10,523</b>	<b>20,445</b>	<b>8,484</b>

# **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

## **STATEMENT OF FINANCIAL POSITION**

**AS AT 30 JUNE 2019**

	<b>NOTE</b>	<b>2019</b>	<b>2018</b>
		<b>\$</b>	<b>\$</b>
<b>EQUITY</b>			
Accumulated Funds		<u>231,612</u>	<u>211,167</u>
<b>REPRESENTED BY</b>			
<b>CURRENT ASSETS</b>			
Cash at Bank	2	238,353	217,403
Accounts Receivable		10,113	4,882
Accrued Interest		35	15
Stock: Equipment		2,686	3,529
Prepayments		4,748	1,730
GST receivable		<u>2,806</u>	<u>1,887</u>
<b>TOTAL CURRENT ASSETS</b>		<b>258,741</b>	<b>229,446</b>
<b>NON CURRENT ASSETS</b>			
Intangible Assets - Membership database		0	0
Fixed Assets (as per schedule)	3	<u>3,812</u>	<u>6,303</u>
<b>TOTAL NON CURRENT ASSETS</b>		<b>3,812</b>	<b>6,303</b>
<b>TOTAL ASSETS</b>		<b>262,553</b>	<b>235,749</b>
<b>LESS LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Company Visa		31	434
Accounts Payable and Accruals		<u>30,910</u>	<u>24,149</u>
<b>TOTAL CURRENT LIABILITIES</b>		<b>30,942</b>	<b>24,582</b>
<b>NET ASSETS</b>		<u><b>231,612</b></u>	<u><b>211,167</b></u>



## **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

### **STATEMENT OF Cashflow**

**AS AT 30 JUNE 2019**

	<b>NOTE</b>	<b>2019</b>	<b>2018</b>
<b>Operating Activities</b>			
Receipts from customers		315,586	298,288
Payments to suppliers and employees		<u>-300,493</u>	<u>-293,594</u>
Net Cash Flows from operating Activities		15,093	4,694
<b>Investing Activities</b>			
Payment for fixed assets		<u>0</u>	<u>-3,242</u>
Net Cash Flows from Investing Activities		0	-3,242
<b>Financing Activities</b>			
Other cash items from financing activities		<u>5,857</u>	<u>5,657</u>
Net Cash Flows from Financing Activities		5,857	5,657
Net Cash Flow		<u><u>20,950</u></u>	<u><u>7,109</u></u>

## **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

### **STATEMENT OF MOVEMENTS IN EQUITY**

**YEAR ENDED 30 JUNE 2019**

	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
OPENING EQUITY	211,167	202,683
Net surplus/(deficit) current year	<u>20,445</u>	<u>8,484</u>
<b>CLOSING EQUITY</b>	<u><u>231,612</u></u>	<u><u>211,167</u></u>

# **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

## **NOTES TO THE 2019 FINANCIAL STATEMENTS**

### **1) STATEMENT OF ACCOUNTING POLICIES**

These financial statements are special purpose financial statements and have been presented in accordance with the Tax Administration (Financial Statements) Order 2014.

#### **A GENERAL ACCOUNTING POLICIES**

The general accounting policies recognised as appropriate for the measurement and reporting of results and financial position under the historical cost method, are followed in the preparation of the financial statements.

#### **B. PARTICULAR ACCOUNTING POLICIES**

The following particular accounting policies, which significantly affect the measurement of financial performance and financial position, are applied.

##### **Depreciation**

Depreciation is calculated at the maximum rates approved for taxation purposes. The rates and methods applied are as set out below:

Office equipment	20	to	60%	Diminishing Value
Fixtures and fittings	9	to	20%	Diminishing Value
Croquet equipment	20	to	25%	Diminishing Value

##### **Amortisation**

Amortisation of intangible assets is calculated using rates so as to allocate the costs of the assets over their useful life

Database	20%	Straight Line
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##### **Intangible Assets**

The intangible assets of the Council are stated at their amortised historic cost

##### **Fixed Assets**

Fixed Assets of the Council are stated at their depreciated historic cost.

##### **Accounts Receivable**

Accounts Receivable are stated at estimated realisable value, after due allowance for amounts which are not considered recoverable.

##### **Goods and Services Tax (GST)**

All revenue and expense transactions are recorded net of GST. Where applicable, all assets and liabilities are stated net of GST with the exception of receivables and payables which are stated inclusive of GST.

##### **Income Tax**

The Council is tax exempt under the Income Tax Act 2007 for promoting amateur game and sport.

##### **Interest Income**

Interest income is accounted for as earned.

##### **Inventories**

Inventories are valued at the lower of cost on an average cost basis, or net realisable value after due allowance for obsolescence.

### **C. CHANGES IN ACCOUNTING POLICIES**

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

# THE NEW ZEALAND CROQUET COUNCIL INCORPORATED

## NOTES TO THE 2019 FINANCIAL STATEMENTS (Continued)

2) CASH AT BANK	2019	2018
		\$
GBP account	21	21
Paypal account	126	126
ANZ Cheque account	35	35
Kiwibank cheque account	108,168	87,218
Call accounts	3	3
Term Investment	130,000	130,000
	238,353	217,403

NB: Croquet New Zealand has a visa credit limit of \$20,000  
 Card 1: Executive Director (Jake Inwood) - currently \$15,000  
 Card 2: Sport Development Officer (Greg Bryant) - currently \$5,000

### 3) FIXED ASSETS

	2019			
	Cost	Accumulated Depreciation 30 June 2019	Book Value	Current Depreciation
	\$	\$	\$	\$
Office equipment	11,709	10,806	903	1,619
Croquet equipment	11,449	8,540	2,909	873
	23,158	19,346	3,812	2,492

	2018			
	Cost	Accumulated Depreciation 30 June 2018	Book Value	Current Depreciation
	\$	\$	\$	\$
Office equipment	11,709	9,187	2,522	2,187
Croquet equipment	11,449	7,667	3,782	946
	23,158	16,854	6,304	3,132

### 4) EQUIPMENT AND PUBLICATIONS

	2019	2018
	\$	\$
Total Income	27,777	54,793
Less Total Expenses	18,833	34,885
Gross Profit	8,944	19,908

### 5) YEAR BOOK

	2019	2018
	\$	\$
Total Income	23,950	14,108
Less Total Expenses	12,564	8,875
Gross Profit/Loss	11,387	5,233

### 6) COMMITMENTS & CONTINGENCIES

The Council has a lease commitment in relation to the rent of office premises. The lease was entered into on 1 July 2008 for three years and was renewed for three more years. The lease has now been extended for another three years from 1 July 2017. There is one right of renewal for a period of 3 years

	<b>2019</b>	<b>2018</b>
Operating Lease Commitment	<b>\$</b>	<b>\$</b>
Payable within one year:	10,740	10,740
Payable later than one year, but not later than two years:	0	10,740
Payable more than two years:	0	0
Total	<u>10740</u>	<u>21,480</u>

#### Other Commitments

There were no Capital commitments (2018: nil)

There were no contingent liabilities at year end (2018:nil)

## **THE NEW ZEALAND CROQUET COUNCIL INCORPORATED**

### **NOTES TO THE 2019 FINANCIAL STATEMENTS (Continued)**

<b>7) GRANTS/FUNDING</b>	<b>Income in Advance 2017/18</b>	<b>Funding Received</b>	<b>Income Applied</b>	<b>Funding returned</b>	<b>Income in Advance</b>
		<b>\$</b>	<b>\$</b>		<b>\$</b>
SportNZ: Sports Development Funding	0	20,000	20,000	0	0
subtotal	0	20,000	20,000	0	0
Pelorus Trust	0	2,014	2,014	0	0
New Zealand Community Trust (Salaries)	0	13,500	13,500	0	0
Infinity Foundation	0	2,000	2,000	0	0
Pub Charity		0	0	0	0
subtotal	0	17,514	17,514	0	0
<b>TOTAL</b>	<u>0</u>	<u>37,514</u>	<u>37,514</u>	<u>0</u>	<u>0</u>

#### **8) Related Parties**

No associated person transactions were undertaken in the year (2018: nil)

Funders and Sponsors

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**Terminator** <sup>TM</sup>  
**mallets**