

# Newsletter

## Summer 2021

Tena koutou katoa

As we close the door on another year, it is hard to look past the pandemic as the dominant topic of conversation for 2021. Tairawhiti entered another lock down in August and our team of 17 quickly adapted to working from home again. Thankfully this time it was only for 3 weeks as the novelty wore thin very quickly with the boundaries of work/home lives becoming very blurred.

Our staff did a great job of keeping up with Government assistance made available through wage subsidies, resurgence payments and small business loans and assisting clients where required.

Please feel free to contact us if you have any questions about support that maybe still available. We know that a lot of local businesses and families are doing it tough. We want to extend our best wishes and acknowledge the support you have shown to us and our staff throughout the year. Hope you all have a very merry Christmas & a happy new year.

### TEAM NEWS

We've had some changes within our team this year following the departure of longstanding staff members Carnie Nelson last year and Emily Wilson in February 2021. The positive side of the pandemic has seen an influx of new people to Tairawhiti as well as people returning home. We have been able to compensate from this with three new staff members.



**Jacques Van Wyk** immigrated to New Zealand from Cape Town, South Africa in 2020 with his wife Helene and 2 young sons. With a BCom Management Accounting Degree, Jacques has 16 years' experience in a wide variety of accounting areas, including working at Audit Firms and as a Financial Manager. He is a passionate triathlete with running being his most favourite part of the sport. Jacques has quickly become a real asset to our team.



**Deborah McCulloch** is the newest member of our team, joining Coates in November of this year. She has 15 years experience in accountancy with farm accounting a particular area she enjoys working in. She is a very busy mum with two children and another on the way. Deborah is working remotely from her home in Wairoa and if you'd noticed she has the same surname as Pip, that's because they're sisters!

### TITIRANGI CHALLENGE

Every year we gather the troops to tackle the maunga..... the challenge alone is enough to make you take a breath but hey, it's for a great cause. The whole experience is enlightening, everyone you see has huge smiles on their faces and are full of encouragement. This year we came 10th overall...woohoo!!! Huge congratulations to Miriam, Pip, Damon, Bruce, Jacques, Gina and Carol for conquering the challenge. Special mention to our super star Leigh for conquering it twice. Hono mai a tera tau!!!



*(Team Leader Carol at the top of the Maunga)*

**Hiria Ngarimu** has been with our team since April of this year. Her role is assistant administrator helping with our share registers and reception. She enjoys engaging with whanau regarding shareholder information and processes. She and her husband Stacey have six children whom they spend lots of time with. They are regular visitors to Whareponga and Rangitikia on the East Coast where their families are from. Hiria is passionate about the outdoors, gardening and supporting her club rugby team, Hikurangi.



## Relay for Life



(L to R: Rochelle, Bella, Carol, Jacques & wife Helene)

Every time this particular event comes around it touches our hearts and reminds us of the courage of those who have battled cancer and the courage of those who have supported them. The event is taken on with gusto from our team - the planning, staying for the duration, the walking roster and the decorating. So many sad stories are shared and so many victories are celebrated. The entertainment is motivating and the strength of people gathered to aid in the elimination of this hideous disease is humbling. Kia kaha Kia toa!!!

## Small Business Cashflow Scheme (SBCS)

Some clients have utilised small business loans to help with the impacts of covid-19. We thought it would be good to summarise some points of the scheme:

- you have 5 years to repay the loan
- loans are subject to interest at 3.0%
- if you repay the loan in full, within 2 years, no interest will be charged
- if you don't repay the loan within 2 years, interest will be charged over the entire term of the loan
- after 2 years, you will be required to make regular payments of both interest and principal interest

## Five things all employers should consider in early December

**Taking time out over the summer?** You can have an 'annual closedown' for your whole business or part of it but give employees at least 14 days' notice in writing. You can ask staff to take their existing annual leave. If they don't have leave left, they can take leave without pay or you can both agree to them taking annual leave in advance.

**Need employees to work the public holidays?** The only way you can make employees work on a public holiday is if it falls on a day they normally work, and the requirement to work on the public holiday must be included in their employment agreement.

**Know how much you need to pay them?** If the public holiday falls on the day they would normally work, you pay them time and a half and give them a paid day off. If the holiday doesn't fall on a day they normally work, you pay them time and a half.

**Employees asking to cash up?** Staff can cash up up to one week of their minimum four weeks' annual holidays in any entitlement year if you're okay with it. If not, you must decline in writing (but you don't have to give a reason).

**Need to modify an employment agreement?** There are rules to follow, so head to [Employment New Zealand](#) or [New Zealand Workforce Manager](#).

## Reporting Requirements for trusts

From the 2021-22 tax year, trustees will need to prepare financial statements and provide additional information with their income tax returns. Trustees will be required to provide:

- summary financial information from their statement of profit or loss and statement of financial position
- the nature and amount of any settlement made on the trust during the year
- the details of anyone who is a settlor of the trust
- the amount of any distributions made during the year, and the details of the beneficiary who received the distribution
- details of any person who has powers to appoint or remove trustees and beneficiaries or amend the trust deed

Please contact us if you need any help with your trust requirements.

## KEY TAX DATES – DECEMBER 2021

| Date            | Category                    | Description   |
|-----------------|-----------------------------|---|
| 20 December     | RWT                         | RWT return and payment due for deductions from dividends and deductions of \$500 or more from interest paid during November.        |
| 20 December     | NRWT / Approved Issuer Levy | Payment and return for November.  |
| 20 December     | PAYE                        | Small and large employers' payment due. File employment information within two working days after payday.                           |
| 17 January 2022 | GST                         | GST due date for returns for the period ended 30 November 2021<br>Provisional tax – second instalment date for March balance dates. |

### ***Have a safe and relaxing Christmas, and an abundant New Year!***

We're closing our doors on Wednesday 22<sup>nd</sup> December 2021 at 3pm and will reopen in the New Year on Wednesday 12<sup>th</sup> January 2022. Thank you for all your support this year — **Merry Christmas.**

***Disclaimer:** This publication has been carefully prepared, but it has been written in general terms only. The publication should not be relied upon to provide specific information without also obtaining appropriate professional advice after detailed examination of your particular situation.*