

Performance Report

Ashburton Performing Arts Theatre Trust
For the year ended 30 June 2021

Contents

- 3 Entity Information
- 5 Approval of Financial Report
- 6 Statement of Service Performance
- 7 Statement of Financial Performance
- 8 Statement of Financial Position
- 9 Statement of Cash Flows
- 10 Statement of Accounting Policies
- 12 Notes to the Performance Report

DRAFT

Entity Information

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

Legal Name of Entity

Ashburton Performing Arts Theatre Trust

Entity Type and Legal Basis

The Trust is a Charitable Trust incorporated under the Charitable Trust Act 1957. The Trust is also a registered charity under the Charities Act 2005.

Registration Number

Charitable Trust Incorporation No. 971255

Charities Services No. CC23324

Entity's Purpose or Mission

The objectives of the Trust are summarised as follows:

1. For the promotion and provision of training and education in all aspects of the performing arts in Ashburton.
2. For the promotion of knowledge of the performing art by means of performances, meetings, lectures, research, publications and educational courses.
3. For the acquisition of such equipment, materials, chattels, plant, land and buildings as the Trustees may deem necessary or desirable for the furtherance of the Trust objectives.

Entity Structure

The Trust is a registered charity and an incorporated charitable trust governed by a Board of Trustees.

The Board of Trustees shall consist of:

1. One Trustee to be appointed by the Mayor for the time being of the District of Ashburton.
2. Two Trustees to be initially appointed by the Chairperson for the time being of the Ashburton Operatic Society (Incorporated) and thereafter to be elected annually by the Ashburton Operatic Society (Incorporated) at its Annual General Meeting.
3. Seven further independent Trustees to be initially appointed by the Chairperson for the time being of the Ashburton Operatic Society (Incorporated) and thereafter two of such Trustees shall retire annually and be elected by the Board at its Annual General Meeting. Trustees so retiring shall be eligible for re-election.

The Board of Trustees meet at least annually

The Trustees for the 2021 year were as follows:

- George Brown (Chairman)
- Jim Lischner
- David Welsh
- Faye Johnston (Secretary)
- Noel Johnson
- Yvonne Harrison
- Brent Grey
- Jo Castelow

The operations are managed by a team of four full time employees, one part time employee and casual employees as required.

Main Sources of Entity's Cash and Resources

The main source of cash is the sale of tickets and refreshments, operating grants, equipment hire and naming rights income.

Main Methods Used by Entity to Raise Funds

Applications for grants and sale of tickets.

Entity's Reliance on Volunteers and Donated Goods or Services

The Trust is reliant on its Trustees for their volunteered time to oversee the operations of the Trust. Volunteers also provide services as ushers for performances.

Physical Address

211 Wills Street
Ashburton 7700

Phone Number

03 308 4706

Auditor

KPMG

Christchurch

DRAFT

Approval of Financial Report

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

The Trustees are pleased to present the approved financial report including the historical financial statements of Ashburton Performing Arts Theatre Trust for year ended 30 June 2021.

APPROVED

Trustee
Date

Trustee
Date

DRAFT

Statement of Service Performance

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

Description of Entity's Outcomes

1. Promotion and provision of training and education in all aspects of the performing arts in Ashburton.
2. Promotion of knowledge of the performing arts by means of performances, meetings, lectures, research, publications and educational courses.
3. The acquisition of such equipment, materials, chattels, plant, land and buildings as the Trustees may deem necessary or desirable for the furtherance of the Trust objectives.

Description and Quantification of the Entity's Outputs

1. Training and Educational Courses:

Educational:

Providing assistance and training opportunities to our resident theatre drama group by assisting them with the development of their annual productions.

Providing educational opportunities for various local performance groups to learn and operate all technical aspects of a productions, including sound, lighting, set design and building.

Providing a training day for backstage crew to up skill and become training 'Fly Operators' and 'Loaders'

Training:

Stage Craft; Sound and lighting for productions by the 'Big Little Theatre Company' and 'Mid Canterbury Children's Theatre'. Skills learnt - stage arrangement, lighting and sound

Health and Safety; Up skill the various local performance groups and provide educational material that relates to the new Health and Safety laws. Hold Meetings with performance group committees to inform them of their obligations to meet the requirements of the new legislation

2021 2020

2. Events & Performances

| | | |
|--------------------|-----|-----|
| Community Events | 140 | 101 |
| Conference Meeting | 83 | 71 |
| National Tour | 13 | 9 |
| ATEC Procured | 5 | 7 |

Statement of Financial Performance

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

| | NOTES | 2021 | 2020 |
|--|-------|-----------------|------------------|
| Revenue | | | |
| Donations, fundraising and other similar revenue | 1 | 332,505 | 308,706 |
| Revenue from providing goods or services | 1 | 453,321 | 308,794 |
| Interest, dividends and other investment revenue | 1 | 280 | 410 |
| Other revenue | 1 | 53,690 | 63,038 |
| Total Revenue | | 839,795 | 680,948 |
| Expenses | | | |
| Volunteer and employee related costs | 2 | 325,601 | 306,432 |
| Costs related to providing goods or service | 2 | 428,901 | 363,497 |
| Other Expenses | 2 | 181,842 | 185,131 |
| Total Expenses | | 936,344 | 855,061 |
| Surplus/(Deficit) for the Year | | (96,549) | (174,113) |

DRAFT

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

Ashburton Performing Arts Theatre Trust As at 30 June 2021

| | NOTES | 30 JUN 2021 | 30 JUN 2020 |
|---|-------|------------------|------------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash | 3 | 128,326 | 28,775 |
| Goods and services tax | 3 | 3,662 | 12,173 |
| Debtors and receivables | 3 | 75,278 | 87 |
| Inventory | 3 | 4,882 | 1,899 |
| Total Current Assets | | 212,148 | 42,934 |
| Non-Current Assets | | | |
| Property, plant and equipment | 5 | 5,398,115 | 5,559,192 |
| Total Non-Current Assets | | 5,398,115 | 5,559,192 |
| Total Assets | | 5,610,262 | 5,602,126 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 4 | 108,833 | 68,866 |
| Other current liabilities | 4 | 64,719 | - |
| Total Current Liabilities | | 173,551 | 68,866 |
| Total Liabilities | | 173,551 | 68,866 |
| Total Assets less Total Liabilities (Net Assets) | | 5,436,711 | 5,533,260 |
| Accumulated Funds | | | |
| Accumulated Funds | 6 | 5,436,711 | 5,533,260 |
| Total Accumulated Funds | | 5,436,711 | 5,533,260 |

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

| | 2021 | 2020 |
|---|-----------------|----------------|
| Cash flow | | |
| Movements | | |
| Cash flows from operating activities | | |
| Cash received from | | |
| Donations, fundraising and other similar receipts | 387,367 | 355,012 |
| Receipts from providing goods and services | 504,291 | 384,361 |
| Interest, dividends and other investment receipts | 280 | 410 |
| MSD Subsidies Received (Covid-19) | 53,690 | 60,348 |
| Total | 945,628 | 800,131 |
| Cash applied to | | |
| Volunteer and employee related costs | 317,727 | 305,705 |
| Costs from providing goods and services | 465,073 | 447,233 |
| GST | 44,711 | 43,782 |
| Total | 827,511 | 796,720 |
| Net cash flows from operating activities | 118,117 | 3,411 |
| Cash flows from investing and financing activities | | |
| Cash applied to | | |
| Payments to acquire property, plant and equipment | 18,567 | 6,800 |
| Total | 18,567 | 6,800 |
| Total Cash flows from investing and financing activities | (18,567) | (6,800) |
| Net increase/(decrease) in cash | 99,550 | (3,389) |
| Opening bank accounts and cash equivalents | 28,775 | 32,163 |
| Closing bank accounts and cash equivalents | 128,326 | 28,775 |
| | 2021 | 2020 |
| Reconciliation | | |
| Till Float | 900 | 900 |
| Heartland Bank - Business Partnership | 15,313 | 15,211 |
| Heartland Bank - Management | 52,068 | 12,664 |
| Heartland Bank - Grant Money | 37 | - |
| Westpac Ticketing Account | 60,010 | - |
| Total Reconciliation | 128,326 | 28,775 |

Statement of Accounting Policies

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

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

The figures stated in the Statement of Cash Flows are all inclusive of GST to reflect in the Trust's bank account.

Income Tax

Ashburton Performing Arts Theatre Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Trust and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

Donations, fundraising and other similar revenue

Donations are accounted for depending on whether they have been provided with a "use or return" condition attached or not. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received.

Fundraising and grant income is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received. Where income includes a use or return conditions it is initially recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Revenue from providing goods or services

The Trust received ticket sales and event income from performances, meetings and other events. Income from these events is accounted for on an accrual basis.

Interest, dividends and other investment revenue

Interest income is recognised on an accrual basis.

Other revenue

Other revenue is recognised on an accrual basis.

Property, plant & equipment

Property, plant & equipment is recorded at cost, less accumulated depreciation and impairment losses

Depreciation is provided on a straight line basis at rates that will write off the cost of the assets over their useful lives. Depreciation rates of major classes of assets are stated as follows:

Buildings: 2.0% SL

Fixtures & Fittings: 10.0% SL

Plant & Equipment: 10.0% - 67.0% SL

Motor Vehicles: 20.0% SL

Ability to Continue Operating

The committee in approving the financial statements, with the continued support of the operating grant from the Ashburton District Council, consider the Trust has sufficient resources to meet debts as they fall due in the foreseeable future. As such, the financial statements have been prepared on the basis of going concern.

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.

DRAFT

Notes to the Performance Report

Ashburton Performing Arts Theatre Trust For the year ended 30 June 2021

| | 2021 | 2020 |
|---|----------------|----------------|
| 1. Revenue | | |
| Donations, fundraising and other similar revenue | | |
| Operating Grants Received | 298,860 | 300,730 |
| Other Grants Received | 28,645 | 2,976 |
| Naming Rights Income | 5,000 | 5,000 |
| Total Donations, fundraising and other similar revenue | 332,505 | 308,706 |
| Revenue from providing goods and services | | |
| Bar & Catering | 136,509 | 100,912 |
| Rent Received | 10,035 | 3,996 |
| Theatre Activities | 306,777 | 203,886 |
| Total Revenue from providing goods and services | 453,321 | 308,794 |
| Interes, dividends and other investment income | | |
| Interest Income | 280 | 410 |
| Total Interes, dividends and other investment income | 280 | 410 |
| Other revenue | | |
| Covid 19 wage subsidy | 43,990 | 60,348 |
| MSD Apprenticeship Boost | 9,700 | - |
| Insurance Claim Income | - | 2,690 |
| Total Other revenue | 53,690 | 63,038 |
| Total Revenue | 839,795 | 680,948 |
| | 2021 | 2020 |

2. Expenses

Volunteer and employee related costs

| | | |
|---|----------------|----------------|
| Salaries | 325,601 | 306,432 |
| Total Volunteer and employee related costs | 325,601 | 306,432 |

Costs related to providing goods and services

Administration costs

| | | |
|-----------------------------------|---------------|---------------|
| Accounting Fees | 4,000 | 4,000 |
| Other | 41,812 | 35,609 |
| Total Administration costs | 45,812 | 39,609 |

Operating costs

| | | |
|--------------------------|--------|--------|
| Advertising & Promotions | 30,601 | 27,175 |
| Bar & Catering Cost | 82,089 | 54,071 |
| Light, Power, Heating | 40,985 | 33,393 |
| Insurance | 48,869 | 49,500 |
| Other | 30,777 | 26,031 |
| Rent and rates | 54,306 | 55,728 |
| Repairs and Maintenance | 42,718 | 41,274 |

| | 2021 | 2020 |
|--|----------------|----------------|
| Theatre Running Costs | 52,745 | 36,716 |
| Total Operating costs | 383,089 | 323,889 |
| Total Costs related to providing goods and services | 428,901 | 363,497 |
| Other costs | | |
| Audit Expense | 4,620 | 4,200 |
| Depreciation | 177,222 | 180,931 |
| Total Other costs | 181,842 | 185,131 |
| Total Expenses | 936,344 | 855,061 |
| | 2021 | 2020 |

3. Analysis of Assets

| | | |
|--|----------------|---------------|
| Bank accounts and cash | | |
| Till Floats | 900 | 900 |
| Heartland Bank - Business Partnership | 15,313 | 15,211 |
| Heartland Bank - Management | 52,068 | 12,664 |
| Heartland Bank - Grant Money | 37 | - |
| Westpac Ticketing Account | 60,010 | - |
| Total Bank accounts and cash | 128,326 | 28,775 |
| Debtors and prepayments | | |
| Accounts Receivable | 67,195 | 87 |
| Jesus Christ Superstar Show (Prepaid Expenses) | 8,082 | - |
| Total Debtors and prepayments | 75,278 | 87 |
| Inventory | | |
| Stock on Hand | 4,882 | 1,899 |
| Total Inventory | 4,882 | 1,899 |
| GST | | |
| GST | 3,662 | 12,173 |
| Total GST | 3,662 | 12,173 |
| | 2021 | 2020 |

4. Analysis of Liabilities

| | | |
|---|----------------|---------------|
| Creditors and accrued expenses | | |
| Accounts Payable | 87,317 | 47,812 |
| Holiday Pay Accrual | 21,515 | 21,054 |
| Total Creditors and accrued expenses | 108,833 | 68,866 |
| Other current liabilities | | |
| Grant received in error | 2,000 | - |
| Ticket Income Received in Advance (Dedicated Holding Account) | 60,383 | - |
| Unspent Grants | 2,336 | - |
| Total Other current liabilities | 64,719 | - |

| | 2021 | 2020 |
|--|------------------|------------------|
| 5. Property, Plant and Equipment | | |
| Buildings | | |
| Buildings | 7,199,540 | 7,199,540 |
| Accumulated depreciation - buildings | (1,885,467) | (1,741,476) |
| Total Buildings | 5,314,073 | 5,458,064 |
| Motor vehicles | | |
| Vehicles | 5,913 | 5,913 |
| Accumulated depreciation - vehicles | (1,675) | (493) |
| Total Motor vehicles | 4,238 | 5,420 |
| Fixtures and fittings | | |
| Fixtures and fittings | 68,051 | 68,051 |
| Accumulated depreciation - fixtures and fittings | (57,800) | (50,994) |
| Total Fixtures and fittings | 10,252 | 17,057 |
| Plant and equipment | | |
| Plant and equipment | 1,047,168 | 1,031,023 |
| Accumulated depreciation - plant and equipment | (977,616) | (952,372) |
| Total Plant and equipment | 69,553 | 78,651 |
| Total Property, Plant and Equipment | 5,398,115 | 5,559,192 |

Buildings with a carrying amount of \$5,602,055 are located on land leased from Ashburton District Council. The lease terms are for a period of 20 years from 1 December 2006 with right of renewal of 3 terms of 20 years each.

| | 2021 | 2020 |
|----------------------------|------------------|------------------|
| 6. Trust Capital | | |
| Accumulated funds | 5,533,260 | 5,707,372 |
| Current year earnings | (96,549) | (174,113) |
| Total Trust Capital | 5,436,711 | 5,533,260 |

7. Commitments

Commitments - lease of land

| | 2021 | 2020 |
|--|----------------|----------------|
| Current | 44,000 | 44,000 |
| Non-Current | 194,333 | 238,333 |
| Total Commitments - lease of land | 238,333 | 282,333 |

8. COVID - 19 Wage Subsidy

The wage subsidies are exempt from GST and are excluded income for tax purposes. When the subsidies are used to pay wages to employees, the corresponding subsidised portion of the wage payment is non-deductible to the business, but treated as normal wages in the hands of the employee and subject to usual withholding deductions such as PAYE and Kiwisaver.

Subsidies received may be subject to review or audit. Retention of the full subsidy received \$104,338, and not requiring repayment to the Government is dependent on the business meeting the original conditions for obtaining the wage subsidy.

9. Related Parties

The Ashburton Performing Arts Theatre Trust and the Ashburton Operatics Society Inc are related parties as two of the trustees in the Ashburton Performing Arts Theatre Trust are also committee members in the Ashburton Operatics Society Inc.

The Ashburton Performing Arts Theatre Trust and the Ashburton Operatics Society Inc operated a joint venture to perform a major production of the show 'Jesus Christ Superstar' in its entirety from 30 August 2021 to 5 September 2021. All costs and revenue relating to the show have been shared evenly between the two entities. This value as at 30 June 2021 of \$8,082 was disclosed as prepaid expenses in note 3 (2020: Nil).

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2021. (2020: Nil)

DRAFT