

# **Performance Report**

RSCDS New Zealand Branch Inc.  
For the year ended 31 August 2023

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# Entity Information

## RSCDS New Zealand Branch Inc. For the year ended 31 August 2023

'Who are we?', 'Why do we exist?'

### Legal Name of Entity

RSCDS New Zealand Branch Inc

### Entity Type and Legal Basis

The Branch is an Incorporated Society registered under the Incorporated Societies Act 1908

### Registration Number

NZBN: 9429042989646

Incorporated Society Registration Number: 1054547

### Branch's Purpose or Mission

To promote and support Scottish Country Dancing in New Zealand

### Branch Structure

Members of the RSCDS New Zealand Branch Inc are those persons who are members of the Royal Scottish Dance Society through the New Zealand Branch. The Branch is governed by a Management Committee elected at the Annual General Meeting. Branch members are members of Regions in which they live, each Region has voting rights at the AGM proportional to their membership.

### Main Sources of Branch's Cash and Resources

The main sources of the Branch's income are membership fees, Summer Schools attended by RSCDS members, donations and interest earned on funds. The Branch also collects annual subscriptions from members to on pay to the Royal Scottish Country Dance Society (a Scottish Charity), these are accounted for separately and do not form part of Branch income.

### Main Methods Used by Entity to Raise Funds

The Branch is not an active fund raiser. Summer School organisers may seek grants to help with costs and to provide scholarships.

### Entity's Reliance on Volunteers and Donated Goods or Services

All the Branch's activities are dependent on volunteers who donate their time and expertise. Members of the Management Committee are reimbursed for travel related to their roles. The Editor of the Branch magazine is also offered a small Honorarium. Teachers and Musicians at Summer Schools are volunteers reimbursed for travel and provided with a small amount intended to cover their teaching and music resources as is the School Organiser; bands who play at Summer School are paid.

### Contact

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

# Statement of Service Performance

RSCDS New Zealand Branch Inc.

For the year ended 31 August 2023

'What did we do?', 'When did we do it?'

## Outcomes and Outputs

The object of the Branch in simple terms is to preserve and further the practice of Scottish Country Dancing and music. It does this through regular newsletters, an annual magazine and a Junior Associate Member newsletter that ensure members know what is happening throughout the country; by conducting a cycle of examinations for the Units of the RSCDS Teaching Certificate, by holding courses to prepare exam candidates, through the organising of a Summer School, by funding scholarships and by looking after historical records relating to Scottish Country Dance in New Zealand.

Individual reports by those organising activities give more information but here is an overview

	<b>This Year</b>	<b>Last Year</b>
Magazine Pages - printed in colour	32	32
Number of Newsletters	3	3
Examination Units Offered and Preparation Courses Held	Unit 3 Exam Class was held at the Auckland Summer School - 7 candidates	Unit 1 and 2 As the Summer School was cancelled, Unit 2 was held mid year, the associated Unit 3 (which requires a class for the candidates to teach) will be held at the next Summer School
Branch Candidates for Exam Units	Unit 1 Oct 2022 - 1 candidate Unit 1 Mar 2023 - 1 candidate Unit 2 Dec 2022 - 2 candidates	Unit 1 Oct 2021 - 4 candidates Unit 2 Jul 2022 - 6 Candidates
Participants in Unit 1 Preparation Course	Unit 1 Mar 2023 - 1 candidate CTI June 2023 - 1 candidate	Aug - Oct 2021 4 candidates
Number of Registered Attendees at Summer School	Auckland Summer School 124 registered attendees 97 of those were dancing in morning classes 8 people registered for the afternoon music class although the class grew to 12	Christchurch Summer School cancelled due to Covid
Value of Scholarships given	5 Scholarships awarded to Christchurch Summer School valued at \$8,000 4 Scholarships awarded to Auckland Summer School valued at \$8,550	Scholarships awarded for the cancelled Summer School will be able to be taken up at a subsequent School

# Statement of Financial Performance

RSCDS New Zealand Branch Inc.

For the year ended 31 August 2023

'How was it funded?' and 'What did it cost?'

	NOTES	2023	2022
<b>Revenue</b>			
Donations and Grants Received	1	1,945	51,639
Membership Fees	1	29,690	25,520
School Registrations, Shop Sales, Advertising Revenue and Course Fees	1	208,550	5,242
Interest	1	11,503	4,573
Other revenue	1	612	481
<b>Total Revenue</b>		<b>252,299</b>	<b>87,454</b>
<b>Expenses</b>			
Management Committee and other Volunteer Costs	2	13,558	3,903
Costs of Schools, Shop Sales, Courses, Magazine, Medal Tests and other Services for Members	2	220,097	21,116
Other expenses	2	7,525	8,002
<b>Total Expenses</b>		<b>241,180</b>	<b>33,020</b>
<b>Surplus/(Deficit) for the Year</b>		<b>11,120</b>	<b>54,434</b>

# Statement of Financial Position

RSCDS New Zealand Branch Inc.

As at 31 August 2023

'What the entity owns' and 'What the entity owes'

	NOTES	31 AUG 2023	31 AUG 2022
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	3	187,631	235,422
Debtors and prepayments	3	1,971	1,539
Inventory	3	12,668	11,477
Other Current Assets	3	272,131	255,753
<b>Total Current Assets</b>		<b>474,401</b>	<b>504,191</b>
<b>Total Assets</b>		<b>474,401</b>	<b>504,191</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	4	1,167	43,465
Other current liabilities	4	7,598	6,762
<b>Total Current Liabilities</b>		<b>8,765</b>	<b>50,227</b>
<b>Total Liabilities</b>		<b>8,765</b>	<b>50,227</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>465,636</b>	<b>453,964</b>
<b>Accumulated Funds</b>			
Accumulated General Funds	6	209,948	194,334
Reserves	6	255,688	259,629
<b>Total Accumulated Funds</b>		<b>465,636</b>	<b>453,964</b>

The Financial Report has been approved by the Management Committee on behalf of the Royal Scottish Country Dance Society New Zealand Branch Inc.

Date: 22. December 2023

Signature: *Lesley Nicol*

Name: Lesley Nicol

Position: Treasurer

# Statement of Cash Flows

RSCDS New Zealand Branch Inc.  
For the year ended 31 August 2023

'How the Branch has received and used cash'

	2023	2022
<b>Cash Flows from Operating Activities</b>		
Donations, grants and other similar receipts	1,945	49,925
Fees from members	29,690	25,520
Receipts from providing goods or services	190,849	11,083
Interest receipts	11,503	4,573
Cash receipts from other operating activities	612	481
GST	634	(496)
Payments to suppliers and management committee	(266,681)	(36,587)
Cash flows from other operating activities	(800)	-
<b>Total Cash Flows from Operating Activities</b>	<b>(32,249)</b>	<b>54,500</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Receipts from maturing Term Deposits	245,753	204,090
Payments to purchase Term Deposits	(262,131)	(246,353)
Cash flows in RSCDS Subscriptions Account	836	538
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(15,542)</b>	<b>(41,726)</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>(47,791)</b>	<b>12,774</b>
<b>Bank Accounts and Cash</b>		
Opening cash	235,422	222,647
Closing cash	187,631	235,422
<b>Net change in cash for period</b>	<b>(47,791)</b>	<b>12,774</b>

# Statement of Accounting Policies

**RSCDS New Zealand Branch Inc.**

**For the year ended 31 August 2023**

'How did we do our accounting?'

## **Basis of Preparation**

RSCDS New Zealand Branch 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)**

RSCDS New Zealand Branch is registered for GST for the separate Summer School operation. All amounts are stated exclusive of any recoverable/payable goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

## **Income Tax**

RSCDS New Zealand Branch Inc. 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 cheque and savings account balances. Term deposits are not included in this.

## **Changes in Accounting Policies**

There have been no changes in Accounting Policies



# Notes to the Performance Report

RSCDS New Zealand Branch Inc.  
For the year ended 31 August 2023

	2023	2022
<b>1. Analysis of Revenue</b>		
<b>Donations and Grants Received</b>		
External Grants to Summer School	960	-
Donations	985	51,639
<b>Total Donations and Grants Received</b>	<b>1,945</b>	<b>51,639</b>
<b>Membership Fees</b>		
Membership Fees	29,275	25,385
JAMs Fees	415	135
<b>Total Membership Fees</b>	<b>29,690</b>	<b>25,520</b>
<b>School Registrations, Shop Sales, Advertising Revenue and Course Fees</b>		
School Registrations	188,825	-
Door Takings	4,109	-
Other Summer School Income	3,757	-
Magazine Advertisements	450	420
Other Income	1,097	-
Shop Sales - Books and CDs	10,312	4,822
<b>Total School Registrations, Shop Sales, Advertising Revenue and Course Fees</b>	<b>208,550</b>	<b>5,242</b>
<b>Interest</b>		
Interest Income	11,503	4,573
<b>Total Interest</b>	<b>11,503</b>	<b>4,573</b>
<b>Other revenue</b>		
Exam Fees Received	612	481
<b>Total Other revenue</b>	<b>612</b>	<b>481</b>
	2023	2022

## 2. Analysis of Expenses

<b>Management Committee and Other Volunteer Costs</b>		
Honoraria	800	2,000
Mgmt Committee AGM Travel	1,169	667
Mgmt Committee AGM/SS Fees	9,891	-
President's Travel	1,098	636
Editor's Honorarium	600	600
<b>Total Management Committee and Other Volunteer Costs</b>	<b>13,558</b>	<b>3,903</b>
<b>Costs of Schools, Shop Sales, Courses, Magazine and Other Services for Members</b>		
Summer School only costs	174,886	3,465
President's Ball Costs	2,529	-
Scholarships	16,550	-
Exam Costs	1,472	1,353
Workshop and Course Costs	-	320

	2023	2022
JAMs Newsletters	-	124
Kiwi News Postage	290	949
Kiwi News Printing	1,687	769
Magazine Postage	2,520	2,699
Magazine Printing	2,590	2,582
Other Branch Event Costs	3,200	-
Other General Costs	2,517	3,698
Postage (General)	-	46
Printing & Stationery (General)	566	536
Bank Fees	21	620
Website and Social Media	774	156
Shop only Costs	10,493	3,799
<b>Total Costs of Schools, Shop Sales, Courses, Magazine and Other Services for Members</b>	<b>220,097</b>	<b>21,116</b>
<b>Other expenses</b>		
Advertising and Promotion	790	1,877
Audit or Review	1,070	1,285
Exam Fees Expense	735	451
Insurance	1,982	1,896
Mid-Year and Other Meeting Costs	1,571	1,570
Other AGM Costs	1,377	923
<b>Total Other expenses</b>	<b>7,525</b>	<b>8,002</b>
	2023	2022

### 3. Analysis of Assets

#### Bank accounts and cash

General Funds Bank Accounts	13,950	16,888
M S Bequest Fund Savings	1,669	1,324
Memorial Fund Savings	3,683	2,644
Musicians Fund Savings	5,310	5,205
B K Bequest Fund Savings	16,495	-
Schools Fund Bank Accounts	14,292	57,217
Youth Fund Savings	2,741	2,171
Shop Bank Accounts	3,410	6,123
Summer School Banks Accounts	24,403	43,762
RSCDS Subscriptions Accounts	7,798	6,762
Region Funds	93,879	93,326
<b>Total Bank accounts and cash</b>	<b>187,631</b>	<b>235,422</b>

#### Debtors and prepayments

Prepayments	58	1,281
Shop Debtors	1,913	258
<b>Total Debtors and prepayments</b>	<b>1,971</b>	<b>1,539</b>

#### Inventory

	2023	2022
Shop Stock on Hand	12,668	11,477
<b>Total Inventory</b>	<b>12,668</b>	<b>11,477</b>
<b>Other current assets</b>		
Term Deposits - General Funds	127,196	171,987
Term Deposits - Memorial Fund	23,086	23,060
Term Deposits - MS Bequest Fund	10,120	10,081
Term Deposits - Schools Fund	61,415	30,459
Term Deposits - Youth Fund	20,237	20,165
Term Deposit - B K Bequest	30,078	-
<b>Total Other current assets</b>	<b>272,131</b>	<b>255,753</b>

### Term Deposits

Fund	Term	Maturity Date	Int Rate	\$	Accrued Interest
General Funds	1 Year	21.03-2024	5.50%	60,000	1482.74
General Funds	6 months	18-09-2023	5.00%	25,000	561.64
General Funds	6 months	5-02-2024	5.75%	40,000	151.23
MS Bequest Fund	1 year	17-06-2024	5.70%	10,000	120.25
Memorial Fund	1 year	9-08-2024	5.90%	23,000	85.51
Schools Fund	9 months	18-12-2023	5.25%	30,000	707.67
Schools Fund	9 months	18-12-2023	5.25%	30,000	707.67
Youth Fund	2 Years	14-02-2024	2.50%	10,000	12.33
Youth Fund	9 months	18-09-2023	5.90%	10,000	224.66
BK Bequest Fund	1 year	16-08-2024	5.90%	30,000	77.59

2023                      2022

### 4. Analysis of Liabilities

<b>Creditors and accrued expenses</b>		
Accruals	-	1,741
GST	1,167	2,494
Provision for Summer School Costs	-	39,230
<b>Total Creditors and accrued expenses</b>	<b>1,167</b>	<b>43,465</b>
<b>Other current liabilities</b>		
RSCDS Subs - Opening Balance	6,225	6,225
RSCDS Subs - Current Year	1,112	518
RSCDS Subs - Interest	261	20
<b>Total Other current liabilities</b>	<b>7,598</b>	<b>6,762</b>

2023                      2022

## 5. Property, Plant and Equipment

RSCDS New Zealand Branch owns no property plant and equipment, has no donated assets either recorded or unrecorded of significant monetary value.

Assets of no monetary value are:

- Historical records of Scottish Country Dancing in New Zealand
- A wooden "presentation" stirring spoon

	2023	2022
<b>6. Accumulated Funds</b>		
<b>Accumulated Funds</b>		
Accumulated Funds Opening Balance	453,964	409,544
General Funds surplus or (deficit)	15,614	54,064
<b>Reserves Movements</b>		
<b>Movements in Individual Reserves</b>		
Memorial Fund	895	944
MS Bequest Fund	384	312
Musician's Fund	106	(264)
Region Held Funds	553	(10,014)
Schools Fund	(6,652)	(1,392)
Shops reserves	133	354
Youth Fund	641	415
<b>Total Movements in Individual Reserves</b>	<b>(3,941)</b>	<b>(9,644)</b>
<b>Total Reserves Movements</b>	<b>(3,941)</b>	<b>(9,644)</b>
<b>Total Accumulated Funds</b>	<b>465,636</b>	<b>453,964</b>
	2023	2022

## 7. Breakdown of Reserves

<b>Reserves</b>		
Memorial Fund	26,769	25,874
MS Bequest Fund	11,788	11,405
Musician's Fund	5,310	5,205
Region Held Funds	93,879	93,326
Schools Fund	75,707	82,359
Shops reserves	19,256	19,124
Youth Fund	22,978	22,337
<b>Total Reserves</b>	<b>255,688</b>	<b>259,629</b>

- The Memorial Fund was established with a primary purpose of bringing an examiner from HQ at regular intervals and for any other purpose consistent with the desire to maintain high standards of dancing.
- The Mirth Smallwood Bequest Fund is to assist with the provision and costs of RSCDS Teaching examination classes.
- The Musicians Fund is for bringing overseas Musicians and Teachers to NZ Branch Schools, it is funded by a levy taken from dancers attending Summer Schools.

- The Youth Fund is to provide funds for events, activities or resources that encourage or facilitate youth Scottish Country Dancing in NZ
- Shops reserves are part of General Funds but relate to the operations of the Shop(s).
- Region Held Funds are the funds held by the autonomous Regions, they are not under the direct control of the Branch.

## 8. Commitments

There are no commitments as at 31 August 2023 (Last year - nil).

## 9. Contingent Liabilities and Guarantees

RSCDS NZ Branch awards Scholarships to attend Summer School for dancers, musicians and teacher trainees. These are usually awarded in July for the Summer School in the following financial year. If the School does not go ahead then no payment is made. The 2020/21 Summer School was postponed to 21/22 and then cancelled. Those who had been awarded Scholarships were given the option of taking them up at the Auckland Summer School 22/23 or the Nelson Summer School 23/24. In addition new Scholarships were awarded for 22/23. The actual cost of Scholarships awarded at 31 August 2023 is \$17,550 (2021 \$8000)

## 10. Assets Held on Behalf of Others

RSCDS NZ Branch operates a subscription account that holds funds from members to cover subscriptions to RSCDS in Scotland. These funds are fully disclosed in the Statement of Financial Position as part of Bank Balances with an equal and opposite Liability amount.

## 11. Related Party Transactions

Transactions with members of the Management Committee:

As approved by the 2022 AGM, the Management Committee are entitled to the payment of accommodation at Summer School at the non-dancing resident rate. As approved by the 2023 AGM, the Secretary and Treasurer are entitled to the following Honoraria. Where a member of the Management Committee chooses not to take up the payment RSCDS NZ Branch (for accounting purposes only) records the payment foregone as a donation.

Name	Position	Nature of Transaction	2023	2022
Gaylia Powell	Secretary (Jan 2022 to Dec 2022)	Honorarium	\$400	
Quentin Currall	Treasurer (to Dec 2022)	Honorarium	\$400	\$1,000
Michele Miller	Secretary (to Dec 2021)	Honorarium		\$1,000

- In addition members of the Management Committee have had the following transactions with RSCDS NZB. These do not include simple reimbursements where a supplier to RSCDS NZB is paid in the first instance by a member of Management Committee

Name	Position	Nature of Transaction	2023	2022
Linda Glavin	President	Travel & Accommodation	\$2038	\$400
		President's Travel	\$1098	\$636
Joy Dick	Secretary from Jan 2023	Travel costs		
Gaylia Powell	Secretary to Dec 2022	Travel & Accommodation	\$1780	\$320
Quentin Currall	Treasurer to Dec 2022	Travel costs		\$198
		Supplying Xero subscription (at cost)	\$329	\$301

Lesley Nicol	Treasurer from Jan 2023	Travel costs	\$349	
Jeanette Watson	E&T Co-ordinator	Travel & Accommodation	\$951	\$259
Sue Lindsay	Communication and Publicity Co-Ordinator to Dec 2022	Travel & Accommodation	\$1927	\$245
Debbie Roxburgh	Vice President	Travel & Accommodation	\$1846	\$298
		Providing Unit 1 course		\$190
Andy Patterson	IT	Travel	\$203	
Su Marshall	Communication & Membership from Jan 2023	Travel	\$392	
Nicole Trewavas	Youth Co-ordinator	Travel & Accommodation	\$1916	\$84

### 12. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

### 13. Ability to Continue Operating

RSCDS New Zealand Branch will continue to operate for the foreseeable future.