

Performance Report current draft

RSCDS New Zealand Branch Inc.
For the year ended 31 August 2024

Prepared by Quercus Services Limited

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Entity Information

RSCDS New Zealand Branch Inc. For the year ended 31 August 2024

'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

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 and the Branch Committee are offered small Honoraria. The Editor of the Branch magazine and the Bookshop keeper are 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

Statement of Service Performance

RSCDS New Zealand Branch Inc. For the year ended 31 August 2024

'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

	This Year	Last Year
Magazine Pages - printed in colour	32	32
Number of Newsletters	3	3
Examination Units Offered and Preparation Courses Held	Teacher Prep Nelson SS - 9 students Teachers Seminar - Weekend Course Unit 5 mid-year weekend Leading a Club - day course	Unit 3 Exam Class was held at the Auckland Summer School - 7 candidates
Branch Candidates for Exam Units	Unit 1 Oct 23 - 1 candidate Unit 1 Mar 24 - 2 candidates Unit 2/3 Jul 24 - 1 candidate Unit 3 resit May 24 - 1 candidate Unit 4 Jul 24 - 5 candidate Unit 5 - May 24 - 7 (6 NZ) candidates	Unit 1 Oct 2022 - 1 candidate Unit 1 Mar 2023 - 1 candidate Unit 2 Dec 2023 - 2 candidates
Participants in Unit 1 Preparation Course		Unit 1 Mar 2023 - 1 candidate CTI June 2023 - 1 candidate
Number of Registered Attendees at Summer School	Nelson Summer School 123 registered attendees 104 dancing in classes 9 in Teacher Training Course 35 Newbies	Auckland Summer School 124 registered attendees 97 of those were dancing in morning class 8 people registered for the afternoon music class although the class grew to 12
Value of Scholarships given	3 Scholarships awarded to Nelson Summer School valued at \$5,250	5 Scholarships awarded to Christchurch Summer School valued at \$8,000 4 Scholarships awarded to Auckland Summer School valued at \$8,550

Statement of Financial Performance

RSCDS New Zealand Branch Inc.
For the year ended 31 August 2024

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

	NOTES	2024	2023
Revenue			
Donations and Grants Received	1	22,530	1,945
Membership Fees	1	27,181	29,690
School Registrations, Shop Sales, Advertising Revenue and Course Fees	1	204,415	208,550
Interest	1	17,990	11,503
Other revenue	1	410	612
Total Revenue		272,526	252,299
Expenses			
Management Committee and other Volunteer Costs	2	6,347	13,558
Costs of Schools, Shop Sales, Courses, Magazine, Medal Tests and other Services for Members	2	196,901	220,097
Other expenses	2	6,001	7,525
Total Expenses		209,249	241,180
Surplus/(Deficit) for the Year		63,277	11,120

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Statement of Financial Position

RSCDS New Zealand Branch Inc.

As at 31 August 2024

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

	NOTES	31 AUG 2024	31 AUG 2023
Assets			
Current Assets			
Bank accounts and cash	3	224,228	187,631
Debtors and prepayments	3	160	1,971
Inventory	3	11,252	12,668
Other Current Assets	3	268,719	272,131
Total Current Assets		504,358	474,401
Non-Current Assets			
Other non-current assets	3	20,000	-
Total Non-Current Assets		20,000	-
Total Assets		524,358	474,401
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	4,049	1,167
Other current liabilities	4	7,478	7,598
Total Current Liabilities		11,527	8,765
Total Liabilities		11,527	8,765
Total Assets less Total Liabilities (Net Assets)		512,831	465,636
Accumulated Funds			
Accumulated General Funds	5	230,818	209,948
Reserves	5	282,013	255,688
Total Accumulated Funds		512,831	465,636

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

Date:

Signature:

Name:

Position

Statement of Cash Flows

RSCDS New Zealand Branch Inc.
For the year ended 31 August 2024

'How the Branch has received and used cash'

	2024	2023
Cash Flows from Operating Activities		
Donations, grants and other similar receipts	22,830	1,945
Fees from members	27,181	29,690
Receipts from providing goods or services	176,550	190,849
Interest receipts	17,990	11,503
Cash receipts from other operating activities	410	612
GST	(5,219)	634
Payments to suppliers and management committee	(226,438)	(266,681)
Cash flows from other operating activities	-	(800)
Total Cash Flows from Operating Activities	13,304	(32,249)
Cash Flows from Investing and Financing Activities		
Receipts from maturing Term Deposits	309,131	245,753
Payments to purchase Term Deposits	(285,719)	(262,131)
Cash flows in RSCDS Subscriptions Account	(120)	836
Total Cash Flows from Investing and Financing Activities	23,292	(15,542)
Net Increase/(Decrease) in Cash	36,597	(47,791)
Bank Accounts and Cash		
Opening cash	187,631	235,422
Closing cash	224,228	187,631
Net change in cash for period	36,597	(47,791)

Statement of Accounting Policies

RSCDS New Zealand Branch Inc. For the year ended 31 August 2024

'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 2024

	2024	2023
1. Analysis of Revenue		
Donations and Grants Received		
External Grants to Summer School	2,000	960
Donations	530	985
Grants from NZ Branch	20,000	-
Total Donations and Grants Received	22,530	1,945
Membership Fees		
Membership Fees	26,836	29,275
JAMs Fees	345	415
Total Membership Fees	27,181	29,690
School Registrations, Shop Sales, Advertising Revenue and Course Fees		
School Registrations	162,982	188,825
Door Takings	2,900	4,109
Other Summer School Income	715	3,757
Magazine Advertisements	360	450
Other Income	5,897	1,097
Shop Sales - Books and CDs	23,268	10,312
Workshop and Course Fees	8,293	-
Total School Registrations, Shop Sales, Advertising Revenue and Course Fees	204,415	208,550
Interest		
Interest Income	17,990	11,503
Total Interest	17,990	11,503
Other revenue		
Exam Fees Received	410	612
Total Other revenue	410	612
	2024	2023

2. Analysis of Expenses

Management Committee and Other Volunteer Costs		
Honoraria	-	800
Mgmt Committee AGM Travel	1,631	1,169
Mgmt Committee AGM/SS Fees	2,660	9,891
President's Travel	656	1,098
Editor's & Bookshop Honorarium	1,400	600
Total Management Committee and Other Volunteer Costs	6,347	13,558
Costs of Schools, Shop Sales, Courses, Magazine and Other Services for Members		
Summer School only costs	142,257	174,886
President's Ball Costs	1,085	2,529
Scholarships	5,250	16,550

	2024	2023
Exam Costs	1,025	1,472
Workshop and Course Costs	8,549	-
JAMs Newsletters	221	-
JAMs - Other Expenses	35	-
Kiwi News Postage	1,309	290
Kiwi News Printing	2,052	1,687
Magazine Postage	4,060	2,520
Magazine Printing	3,738	2,590
Branch Grants to Regions	2,000	3,200
Other General Costs	2,716	2,517
Printing & Stationery (General)	372	566
Bank Fees	52	21
Website and Social Media	578	774
Shop only Costs	21,602	10,493
Total Costs of Schools, Shop Sales, Courses, Magazine and Other Services for Members	196,901	220,097
Other expenses		
Advertising and Promotion	441	790
Audit or Review	1,215	1,070
Exam Fees Expense	128	735
Insurance	2,097	1,982
Mid-Year and Other Meeting Costs	1,374	1,571
Other AGM Costs	746	1,377
Total Other expenses	6,001	7,525
	2024	2023

3. Analysis of Assets

Bank accounts and cash

General Funds Bank Accounts	11,806	13,950
M S Bequest Fund Savings	2,297	1,669
B K Bequest Fund Savings	36,714	16,495
Memorial Fund Savings	5,307	3,683
Musicians Fund Savings	7,698	5,310
Schools Fund Bank Accounts	8,280	14,292
Youth Fund Savings	3,510	2,741
Shop Bank Accounts	8,608	3,410
Summer School Banks Accounts	54,534	24,403
RSCDS Subscriptions Accounts	7,678	7,798
Region Funds	77,797	93,879
Total Bank accounts and cash	224,228	187,631

Debtors and prepayments

Prepayments	58	58
Shop Debtors	102	1,913
Total Debtors and prepayments	160	1,971

2024 2023

Inventory

Shop Stock on Hand	11,252	12,668
Total Inventory	11,252	12,668

Other current assets

Advances made to Summer School	20,000	-
Summer School Term Deposit	20,000	-
Term Deposits - General Funds	129,387	127,196
Term Deposits - Memorial Fund	23,072	23,086
Term Deposits - MS Bequest Fund	10,115	10,120
Term Deposit - B K Bequest	10,097	30,078
Term Deposits - Schools Fund	55,447	61,415
Term Deposits - Youth Fund	20,601	20,237
Total Other current assets	288,719	272,131

Term Deposits

Fund	Term	Maturity Date	Int Rate	\$	Accrued Interest
General Funds	6 months	23-09-2024	6.0%	30,000	793.97
General Funds	1 Year	25-03-2025	6.0%	30,000	793.97
General Funds	1 Year	23-09-2024	6.0%	25,000	1,421.92
General Funds	18 months	10-02-2025	6.10%	40,000	1,377.10
MS Bequest Fund	9 months	21-03-2025	6.0%	10,000	115.07
Memorial Fund	6 months	10-02-2025	5.75%	23,000	72.47
Schools Fund	9 months	24-03-2025	6.0%	30,000	340.27
Schools Fund	6 months	03-02-2025	5.75%	25,000	106.34
Youth Fund	1 year	14-02-2025	6.10%	10,000	31.75
Youth Fund	9 months	23-09-2024	6.0%	10,000	568.77
BK Bequest Fund	9 months	01-04-2025	6.0%	10,000	96.99

2024 2023

4. Analysis of Liabilities**Creditors and accrued expenses**

GST	4,049	1,167
Total Creditors and accrued expenses	4,049	1,167

Other current liabilities

RSCDS Subs - Opening Balance	6,225	6,225
RSCDS Subs - Current Year	631	1,112
RSCDS Subs - Interest	622	261
Total Other current liabilities	7,478	7,598

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

	2024	2023
5. Accumulated Funds		
Accumulated Funds		
Accumulated Funds Opening Balance	465,636	453,964
General Funds surplus or (deficit)	20,870	15,614
Reserves Movements		
Movements in Individual Reserves		
Memorial Fund	1,611	895
MS Bequest Fund	623	384
Bernice Kelly Bequest Fund	46,811	-
Musician's Fund	2,388	106
Region Held Funds	(16,082)	553
Schools Fund	(11,981)	(6,652)
Shops reserves	1,823	133
Youth Fund	1,132	641
Total Movements in Individual Reserves	26,325	(3,941)
Total Reserves Movements	26,325	(3,941)
Total Accumulated Funds	512,831	465,636
	2024	2023

6. Breakdown of Reserves

Reserves		
Memorial Fund	28,380	26,769
MS Bequest Fund	12,411	11,788
Bernice Kelly Bequest Fund	46,811	-
Musician's Fund	7,698	5,310
Region Held Funds	77,797	93,879
Schools Fund	63,726	75,707
Shops reserves	21,079	19,256
Youth Fund	24,110	22,978
Total Reserves	282,013	255,688

- 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
- B Kelly Bequest Fund is to assist with Education and Training.
- 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.

7. Commitments

There are no commitments as at 31 August 2024 (Last year - nil).

8. 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 at the end of the year. If the School does not go ahead then no payment is made.

9. 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.

10. Related Party Transactions

Transactions with members of the Management Committee:

As approved by the previous AGM, the Management Committee are entitled to the payment of accommodation at Summer School, since there was no Summer School held in either year there are no such transactions to report. Again, as approved by the previous 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	2024	2023
Gaylia Powell	Secretary (Jan 2022 to Dec 2022)	Honorarium		\$400
Quentin Currall	Treasurer (to Dec 2022)	Honorarium		\$400

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	2024	2023
Linda Glavin	President to Dec 2023	Travel costs		\$2038
		President's Travel		\$1098
Gaylia Powell	Secretary from Jan 2022	Travel costs		\$1780
Quentin Currall	Treasurer to Dec 2022	Supplying Xero subscription (at cost)		\$329
Debbie Roxburgh	Vice President from Jan 2021 to Dec 2023	Travel costs		\$1846
Nicole Trewavas	Youth Co-ordinator from Jan 2021 to Dec 2023	Travel costs		\$1916
Sue Lindsay	Communication & Publicity Co-Ordinator to Dec 2022	Travel costs		\$1927
Lesley Nicol	Treasurer from Jan 2023	Travel costs		\$349

Andy Patterson	IT to Dec 2023	Travel costs		\$203
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Name	Position	Nature of Transaction	2024	2023
Debbie Roxburgh	President from Jan 2024	Presidents Travel	\$656	
		Travel & accommodation	\$776	
Joy Dick	Secretary from Jan 2023	Travel & accommodation	\$908	
Lesley Nicol	Vice President from Jan 2024	Travel & Accommodation	\$1223	
Jeanette Watson	E&T Co-Ordinator	Travel & Accommodation	\$679	
Su Marshall	Communication & Publicity Co-ordinator from Jan 2023	Travel & accommodation	\$960	
Fiona McCutcheon	IT from Jan 2024	Travel		
Jeanette Lauder	Youth Co-Ordinator from Jan 2024	Travel & accommodation	\$244	

11. 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).

12. Ability to Continue Operating

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

Should the Summer School need to be postponed again or cancelled the Branch has sufficient reserves to cover any irrecoverable costs and will be able to continue operating.