

**Cycling Advocates Network (Incorporated)**

**Financial Reports**

**For the year ended 30 June 2012**

**Cycling Advocates Network (Incorporated)**  
**Financial Reports**  
**For the year ended 30 June 2012**

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## **INDEPENDENT AUDITOR'S REPORT**

### **To the Members of Cycling Advocates Network Incorporated**

We have audited the financial statements of Cycling Advocates Network Incorporated on pages 2 to 8, which comprise the Statement of Financial Position as at 30 June 2012, and the Statement of Financial Performance, and the Statement of Movements in Funds for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Executive Committee's Responsibility for the Financial Statements*

The Executive Committee are responsible for the preparation and fair presentation of these financial statements in accordance with generally accepted accounting practice in New Zealand and for such internal control as the Executive Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand).

Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our unmodified opinion on the financial position and our qualified opinion on financial performance.


Other than in our capacity as auditor, we have no relationship with, or interests, in Cycling Advocates Network Incorporated.

*Basis for Qualified Opinion on Financial Performance*

In common with other organisations of a similar nature, control over revenue from donations prior to being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control.

*Qualified Opinion on Financial Performance*

In our opinion, except for adjustments that might have been found to be necessary had we been able to obtain sufficient evidence concerning donations as described in the Basis for Qualified Opinion paragraph, the financial statements on pages 2 to 8 present fairly, in all material respects, the financial position of Cycling Advocates Network Incorporated as at 30 June 2012, and its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.



**AINGER TOMLIN AUDIT**  
**Christchurch**  
**5 February 2013**

**Cycling Advocates Network (Incorporated)**  
**Statement of Financial Performance**  
**For the year ended 30 June 2012**

	<b>2012</b>	<b>2011</b>
<b>Income</b>		
Membership Income	11,888	8,132
Recovered Expenses	-	1,157
Donations/Sponsorship Received	49,198	33,664
Consulting Fees	500	10,152
Interest Received	2,280	1,978
Grants – CAN Awards	3,261	8,889
Workshops	1,743	5,478
Grants – NZTA Safer Journeys	-	31,250
Merchandise Sold	622	1,813
Chainlinks Advertising	2,700	1,750
Cycle Training	2,550	2,910
Bike NZ Project	113,495	39,200
Respect, Stop at Red Campaign	14,008	-
User Group Training	27,270	2,600
	<hr/>	<hr/>
<b>Total Income</b>	<b>229,515</b>	<b>148,974</b>
	<hr/>	<hr/>
<b>Expenses</b>		
Accident Compensation Levies	404	659
Accountancy Fees	450	2,150
Audit Fees	2,000	2,724
Bank Charges	312	459
CAN Awards	4,117	7,549
Campaigns/Publicity/Materials	-	1,807
CAN Do expenses	2,327	-
CRUMBS CiviCRM	-	5,779
Computer Support	-	475
Consultants Fees	-	3,874
Contributions/Sponsorship	-	400
Cost of Merchandise	-	2,855
Cycle Training	-	9,903
Entertainment	240	-
General Expenses	303	434
Gifts	87	185
Honoraria	2,700	2,300
Kiwisaver Contributions	972	-
Library/Resource	25	59
Meetings/Travel/Communication	4,158	8,182
Postage	282	224
Printing & Magazine	11,945	10,653
Rent	1,800	4,649
Repairs & Maintenance	156	122

*The accompanying notes form part of these financial statements.  
These financial statements should be read  
in conjunction with the attached Audit Report*



**Cycling Advocates Network (Incorporated)**  
**Statement of Financial Performance (continued)**  
**For the year ended 30 June 2012**

	<b>2012</b>	<b>2011</b>
Share the Road Campaign	110,612	5,209
Staff Training & Recruitment	1,612	378
Subscriptions	222	407
Training of Committee	341	-
Travel Expenses	749	2,391
Wages & Salaries	51,673	72,185
Website	1,353	-
	<hr/>	<hr/>
<b>Total Expenses</b>	<b>198,840</b>	<b>146,012</b>
<b>SURPLUS BEFORE DEPRECIATION</b>	<b>30,675</b>	<b>2,962</b>
Depreciation	629	565
Loss on Sale of Assets	56	105
Depreciation Recovered	-	(11)
	<hr/>	<hr/>
<b>Total Depreciation</b>	<b>685</b>	<b>659</b>
	<hr/>	<hr/>
<b>Surplus</b>	<b>29,990</b>	<b>2,303</b>
	<hr/> <hr/>	<hr/> <hr/>

**Cycling Advocates Network (Incorporated)**  
**Statement of Movements in Funds**  
**For the year ended 30 June 2012**

	<b>2012</b>	<b>2011</b>
Accumulated Funds at Start of Year	82,221	79,918
<b>SURPLUS</b>		
Net Surplus	29,990	2,303
Accumulated Funds at End of Year	112,211	82,221

For and on behalf of Cycling Advocates Network (Incorporated):-

Chairperson   
Treasurer   
Date 29.1.2013

**Cycling Advocates Network (Incorporated)**  
**Statement of Financial Position**  
**As at 30 June 2012**

	<b>2012</b>	<b>2011</b>
<b>CURRENT ASSETS</b>		
Kiwibank Cheque Account	41,458	39,757
Kiwibank Term Deposit	15,534	15,255
Kiwibank Conference Account	39,431	44,915
Paypal Internet Account	2,966	3,528
Petty Cash	-	200
ASB Wellington	8,890	8,890
Accounts Receivable	96,883	42,617
Accrued Income	2,213	-
Conference Funds Receivable	4,239	1,724
Stock on Hand	1,160	1,160
	<hr/>	<hr/>
<b>Total Current Assets</b>	<b>212,774</b>	<b>158,046</b>
	<hr/>	<hr/>
<b>NON-CURRENT ASSETS</b>		
Fixed Assets	887	881
	<hr/>	<hr/>
<b>TOTAL ASSETS</b>	<b>213,661</b>	<b>158,927</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>CURRENT LIABILITIES</b>		
Kiwibank Network Project	-	11
Kiwibank Credit Card	38	-
GST Due for Payment	11,161	6,014
Accounts Payable	38,059	10,874
Accrued Expenses	1,650	3,050
Employee Entitlements Due	700	3,684
Due to Affiliated Groups	3,572	3,833
Receipts in Advance	2,600	2,600
Conference Funds Payable	659	-
Conference Funds Held in Trust	43,011	46,640
	<hr/>	<hr/>
<b>Total Current Liabilities</b>	<b>101,450</b>	<b>76,706</b>
	<hr/>	<hr/>
<b>Net Assets</b>	<b>112,211</b>	<b>82,221</b>
	<hr/> <hr/>	<hr/> <hr/>
Represented by:		
<b>ACCUMULATED FUNDS</b>		
Retained Earnings	112,211	82,221
	<hr/>	<hr/>
<b>Total Accumulated Funds</b>	<b>112,211</b>	<b>82,221</b>
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*The accompanying notes form part of these financial statements.  
These financial statements should be read  
in conjunction with the attached Audit Report*





**Cycling Advocates Network (Incorporated)**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2012**

**1. STATEMENT OF ACCOUNTING POLICIES**

Cycling Advocates Network Incorporated is an incorporated Society. These Financial Statements have been prepared in accordance with generally accepted accounting practices in New Zealand.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified. Accrual accounting is used to recognise expenses and revenue in the reporting period they occur.

**(a) Differential reporting**

Cycling Advocates Network Incorporated is a qualifying entity in that it qualifies for Differential Reporting as it is not public accountable and there is no separation between the owners and the governing body (or, is not large as defined under the Framework for Differential Reporting).

**(b) Fixed Assets & Depreciation**

	<b>2012</b>	<b>2011</b>
Equipment		
Cost	5,611	12,070
Accumulated Depreciation	<u>4,724</u>	<u>11,189</u>
Book Value	887	881

All fixed assets are recorded at cost less accumulated depreciation

	<b>2012</b>	<b>2011</b>
Equipment - depreciation charged in the year	<u>685</u>	<u>659</u>

Depreciation of the assets has been calculated at the maximum rates permitted by the Income Tax Act 2007. The depreciation rates used are between 30 and 60% DV.

**(c) Goods & Services Tax**

These financial statements have been prepared on a GST exclusive basis, except for receivables and payables which are stated inclusive of GST.

**(d) Funds Held in Trust**

Funds are held in trust where they have been received for a specific purpose. This includes specific project funds held in trust for conference. The Society guarantees to hold sufficient funds to enable the funds to be used for the intended purpose at any time.

**Cycling Advocates Network (Incorporated)**  
**Notes to the Financial Statements (continued)**  
**For the year ended 30 June 2012**

**(e) Grants**

Grants received are recognised as operating revenue, unless specific conditions attached to a grant require repayment if not met. In these cases, the grant is treated as a liability until conditions are satisfied. Non-cash Grants are recognised as revenue at their fair value.

**(f) Income Tax**

The society has charitable status and is exempt from income tax.

**(g) Stock on Hand**

Stock on Hand is recognised at the lower of cost, determined on a first in first out basis, and net realisable value.

**(h) Receivables**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

**(i) Subscriptions**

Subscription Revenue is recognised as income in the year to which it relates.

**(j) 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.

**2. AUDIT**

These financial statements have been subject to audit, please refer to the Audit Report.

**3. CONTINGENT LIABILITIES**

At balance date there are no known contingent liabilities (2011:\$0). Cycling Advocates Network Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

**4. GOING CONCERN**

The continued operation of the Entity is reliant on it receiving continued funding and other financial support from the community. The Society also acknowledges the substantial level of in-kind and voluntary support from its supporters, without which it would be in a different financial position

**5. CAPITAL EXPENDITURE COMMITMENTS**

At balance date there are no known capital commitments (2011:\$0)

**Cycling Advocates Network (Incorporated)**  
**Notes to the Financial Statements (continued)**  
**For the year ended 30 June 2012**

**6. CONFERENCE FUNDS HELD IN TRUST**

At 30 June 2012, the Society was holding \$39,431 funds in trust in 05 bank account. \$4,239 was owed to the Society and \$659 was owed by the Society.

	2012	2011
<b>Income</b>		
- Conference Expense Recovered	-	1,162
- Conference Fee Income	119,783	
- Conference Expenses	<u>(127,155)</u>	<u>(1,306)</u>
- Loss on running conference	(7,372)	(144)
-		
- Shared by Living Streets	<u>3,686</u>	-
- Loss on running conference	(3,686)	-
- Prior year adjustment	(976)	-
- Interest Received	<u>1,033</u>	<u>1,182</u>
Total (Loss)/Income	(3,629)	1,038
<b>NET MOVEMENT OF FUNDS</b>	(3,629)	1,038
<b>Reconciliation of Funds Held</b>		
Funds Held 1 July	46,640	45,602
Net Movement of Funds	<u>(3,629)</u>	<u>1,038</u>
<b>Conference Funds Held at 30 June</b>	43,011	46,640
<b>Comprised</b>		
Kiwibank Conference Account	39,431	44,915
Receivable	4,239	1,724
Less payable	<u>(659)</u>	<u>-</u>
<b>CONFERENCE FUNDS HELD</b>	43,011	46,640