

Cycling Advocates Network (Incorporated)

Financial Reports

For the year ended 30 June 2013

Cycling Advocates Network (Incorporated)
Financial Reports
For the year ended 30 June 2013

Contents	Page
Audit Report	1
Statement of Financial Performance	2
Statement of Movements in Funds	4
Statement of Financial Position	5
Notes to the Financial Statements	6

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 2013 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.

Management Committee's Responsibility for the Financial Statements

The Management 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 Management 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 2013, and its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.

AINGER TOMLIN AUDIT
Christchurch
4 February 2014



Cycling Advocates Network (Incorporated)
Statement of Financial Performance
For the year ended 30 June 2013

Income	2013	2012
Membership Income	6,943	11,888
Recovered Expenses	0	0
Donations/Sponsorship Received	48,209	49,198
Consulting Fees	0	500
Interest Received	3,417	2,280
Grants – CAN Awards	0	3,261
Workshops	3,709	1,743
Merchandise Sold	778	622
Chainlinks Advertising	2,525	2,700
Cycle Training	270	2,550
Bike NZ Project	315	113,495
RST Project Income	17,972	0
Respect, Stop at Red Campaign	0	14,008
User Group Training	2,600	27,270
Total Income	86,738	229,515



Cycling Advocates Network (Incorporated)
Statement of Financial Performance (continued)
For the year ended 30 June 2013

Expenses	2013	2012
Accident Compensation Levies	74	404
Accountancy Fees	300	450
Audit Fees	1025	2,000
Bank Charges	284	312
CAN Awards	0	4,117
Campaigns/Publicity/Materials	504	0
CAN Do expenses	5,305	2,327
Depreciation	350	685
Entertainment	194	240
General Expenses	168	303
Gifts	0	87
Honoraria	1,995	2,700
Kiwisaver Contributions	738	972
Library/Resource	25	25
Meetings/Travel/Communication	1,637	4,158
Postage	83	282
Printing & Magazine	6,436	11,945
Rent	4,800	1,800
Repairs & Maintenance	0	156
RST Project Costs	15,861	0
Share the Road Campaign	3,469	110,612
Staff Training & Recruitment	104	1,612
Subscriptions	248	222
Training of Committee	0	341
Travel Expenses	973	749
Wages & Salaries	31,434	51,673
Website	3,117	1,353
Total Expenses	<u>79,124</u>	<u>199,525</u>
Net Surplus / (Deficit) for the year	<u><u>7,614</u></u>	<u><u>29,990</u></u>



Cycling Advocates Network (Incorporated)
Statement of Movements in Funds
For the year ended 30 June 2013

	2013	2012
Accumulated Funds at Start of Year	112,211	82,221
Net Surplus / (Deficit) for the year	7,614	29,990
Accumulated Funds at End of Year	<u>119,825</u>	<u>112,211</u>

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

Chairperson *A. Shindup*

Treasurer *D E Babe*

Date *29 January 2014*



Cycling Advocates Network (Incorporated)
Statement of Financial Position
As at 30 June 2013

	2013	2012
CURRENT ASSETS		
Kiwibank Cheque Account	127,984	41,458
Kiwibank Term Deposit	50,779	15,534
Kiwibank Conference Account - Note 6	43,152	39,431
Paypal Internet Account	1,721	2,966
ASB Wellington	-	8,890
Accounts Receivable	416	96,883
Accrued Income and Prepaid Expenses	1,212	2,213
Conference Funds Receivable - Note 6	-	4,239
Stock on Hand	1,160	1,160
	<u>226,424</u>	<u>212,774</u>
Total Current Assets	226,424	212,774
NON-CURRENT ASSETS		
Fixed Assets	537	887
	<u>537</u>	<u>887</u>
TOTAL ASSETS	226,961	213,661
CURRENT LIABILITIES		
Kiwibank Credit Card	550	38
GST Due for Payment	7,895	11,161
Accounts Payable	6,051	38,059
Accrued Expenses	1,000	1,650
Employee Entitlements Due	1,371	700
Due to Affiliated Groups	4,815	3,572
Receipts in Advance	42,302	2,600
Conference Funds Payable - Note 6	3,052	659
Conference Funds Held in Trust - Note 6	40,100	43,011
	<u>107,136</u>	<u>101,450</u>
Total Current Liabilities	107,136	101,450
Net Assets	119,825	112,211
Represented by:		
ACCUMULATED FUNDS		
Retained Earnings	119,825	112,211
	<u>119,825</u>	<u>112,211</u>
Total Accumulated Funds	119,825	112,211



Cycling Advocates Network (Incorporated)
Notes to the Financial Statements
For the year ended 30 June 2013

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

	2013	2012
Equipment		
Cost	5,611	5,611
Accumulated Depreciation	<u>5,074</u>	<u>4,724</u>
Book Value	<u><u>537</u></u>	<u><u>887</u></u>

All fixed assets are recorded at cost less accumulated depreciation

	2013	2012
Equipment - depreciation charged in the year	350	685

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 2013

(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 is a registered charity and is thus 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 (2012:\$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 (2012:\$0)



Cycling Advocates Network (Incorporated)
Notes to the Financial Statements (continued)
For the year ended 30 June 2013

6. CONFERENCE FUNDS HELD IN TRUST

At 30 June 2013, the Society was holding \$43,152 funds in trust in 05 and 14 bank accounts. \$Nil was owed to the Society and \$3,052 was owed by the Society.

	2013	2012
- Conference Fee Income	0	119,783
- Conference Expenses	<u>4634</u>	<u>127,155</u>
- Loss on running conference	-4634	-7,372
- Shared by Living Streets	<u>0</u>	<u>-3,686</u>
- Loss on running conference	-4634	-3686
- Prior year adjustment	0	-976
- Interest Received	<u>1723</u>	<u>1,033</u>
Total (Loss)/Income	-2911	-3629
NET MOVEMENT OF FUNDS	<u><u>-2911</u></u>	<u><u>-3,629</u></u>

Reconciliation of Funds Held

Funds Held 1 July	43,011	46,640
Net Movement of Funds	<u>-2911</u>	<u>-3,629</u>
Conference Funds Held at 30 June	<u><u>40,100</u></u>	<u><u>43,011</u></u>

Comprised

Kiwibank Conference Account	43152	39,431
Receivable	0	4,239
Less payable	<u>-3052</u>	<u>-659</u>
CONFERENCE FUNDS HELD	<u><u>40100</u></u>	<u><u>43011</u></u>

