

Performance Report

Cycling Action Network (Inc)
For the year ended 30 June 2023

Prepared by Inspired Accountants Ltd

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Reviewers Report

Cycling Action Network (Inc)
For the year ended 30 June 2023

Placeholder for Reviewers Report of Cycling Action Network (Inc).

Entity Information

Cycling Action Network (Inc) For the year ended 30 June 2023

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

Legal Name of Entity

Cycling Action Network (Inc)

Entity Type and Legal Basis

Charity registered pursuant to the Charities Act 2005.

Registration Number

Charities Register: CC36909

Societies Register: 1139912

Entity's Purpose or Mission

Cycling Action Network Inc (CAN) is the national voice for people on bicycles in New Zealand.

We link local cycling action groups, partners and supporting organisations and people with a passion to:

- Promote the benefits of cycling
- Improve safety for those travelling by bicycle
- Encourage the creation of great cycling environments, increase the number of people on bikes

Entity Structure

Cycling Action Network (Incorporated) is administered by an elected board consisting of a chairperson, a treasurer, a secretary and two regional board members and up-to-two appointed board members. The officers and elective members of the board are elected at each Annual General Meeting for a term of one year.

Main Sources of Entity's Cash and Resources

The main source of income is from contracts with government bodies namely Waka Kotahi (New Zealand Transport Agency), grants, membership subscriptions and charitable donations.

Main Methods Used by Entity to Raise Funds

Cycling Action Network (Incorporated) is not an active fund raiser, but it does apply for relevant community grants, receives donations on a regular basis and charges an annual membership subscription.

Entity's Reliance on Volunteers and Donated Goods or Services

The officers and elective members of the board perform their board duties on a voluntary basis.

Physical Address

2 Forresters Lane, Te Aro, Wellington, New Zealand, 6011

Postal Address

2 Forresters Lane, Te Aro, Wellington, New Zealand, 6011

Approval of Financial Report

Cycling Action Network (Inc)
For the year ended 30 June 2023

The Board of Cycling Action Network (Inc) are pleased to present the approved financial report including the historical financial statements of Cycling Action Network (Inc) for year ended 30 June 2023.

APPROVED

Alex Dyer

Chairperson

Date

Geoff Sugden

Treasurer

Date

Statement of Service Performance

Cycling Action Network (Inc) For the year ended 30 June 2023

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

Description of Entity's Outcomes

Improve safety for cyclists

Link local cycle groups

Promote the benefits of cycling

2023 2022

Description and Quantification of the Entity's Outputs

| | | |
|--|-----|-----|
| Delivered workshops to heavy vehicle drivers to modify their driving around cyclists. An online delivery option was added 2022-2023. The number of workshops held were | 120 | 73 |
| Delivered workshops to cyclists to modify their behaviour around heavy vehicles. An online delivery option was added 2022-2023. The number of workshops held were | 52 | 39 |
| CAN contributes to the organisation of the Walking and Cycling Conference usually held every second year. The last conference was held in Dunedin in March 2021, the next is in Wellington in March 2024 | - | - |
| CAN Provides membership administration support and practical advice to local cycle advocacy groups around the country. | 12 | 12 |
| Number of members | 192 | 200 |

In addition, CAN makes submissions to government and government agencies on cycling related matters, liaises with Bike Auckland on issues and campaigns, make media releases and responds to media requests for input and to cycling stories.

Statement of Financial Performance

Cycling Action Network (Inc)
For the year ended 30 June 2023

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

| | NOTES | 2023 | 2022 |
|---|-------|----------------|----------------|
| Revenue | | | |
| Revenue from providing goods or services | 1 | 447,698 | 251,571 |
| Other revenue | 1 | - | 816 |
| Total Revenue | | 447,698 | 252,387 |
| Expenses | | | |
| Volunteer and employee related costs | 2 | 61,484 | 64,653 |
| Costs related to providing goods or service | 2 | 376,733 | 177,980 |
| Other expenses | 2 | 9,053 | 12,295 |
| Total Expenses | | 447,270 | 254,928 |
| Surplus/(Deficit) for the Year | | 428 | (2,541) |

Statement of Financial Position

Cycling Action Network (Inc)

As at 30 June 2023

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

| | NOTES | 30 JUN 2023 | 30 JUN 2022 |
|---|-------|----------------|---------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash | 3 | 68,354 | 84,842 |
| Debtors and prepayments | 3 | 70,226 | 284 |
| Inventory | 3 | 598 | 598 |
| Other Current Assets | 3 | 3,414 | - |
| Total Current Assets | | 142,592 | 85,724 |
| Total Assets | | 142,592 | 85,724 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 4 | 90,465 | 37,054 |
| Employee costs payable | 4 | 9,741 | 6,714 |
| Total Current Liabilities | | 100,206 | 43,767 |
| Total Liabilities | | 100,206 | 43,767 |
| Total Assets less Total Liabilities (Net Assets) | | 42,386 | 41,957 |
| Accumulated Funds | | | |
| Accumulated surpluses or (deficits) | 5 | 8,981 | 8,553 |
| Reserves | 5 | 33,404 | 33,404 |
| Total Accumulated Funds | | 42,386 | 41,957 |

Statement of Cash Flows

Cycling Action Network (Inc) For the year ended 30 June 2023

| | 2023 | 2022 |
|---|-----------------|---------------|
| Cash Flows from Operating Activities | | |
| Interest, dividends and other investment receipts | 72 | 59 |
| Cash receipts from other operating activities | 386,560 | 267,210 |
| GST | 1,924 | (593) |
| Payments to suppliers and employees | (405,044) | (252,209) |
| Total Cash Flows from Operating Activities | (16,488) | 14,468 |
| Cash Flows from Investing and Financing Activities | | |
| Receipts from sale of property, plant and equipment | - | - |
| Total Cash Flows from Investing and Financing Activities | - | - |
| Net Increase/(Decrease) in Cash | (16,488) | 14,468 |
| Bank Accounts and Cash | | |
| Opening cash | 84,842 | 70,374 |
| Net change in cash for period | (16,488) | 14,468 |
| Closing cash | 68,354 | 84,842 |

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 Accounting Policies

Cycling Action Network (Inc) For the year ended 30 June 2023

'How did we do our accounting?'

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.

Income Tax

Cycling Action Network (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 cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

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.

Notes to the Performance Report

Cycling Action Network (Inc) For the year ended 30 June 2023

| | 2023 | 2022 |
|--|----------------|----------------|
| 1. Analysis of Revenue | | |
| Donations, fundraising and other similar revenue | 46,462 | 48,528 |
| Fees, subscriptions and other revenue from members | 6,840 | 6,027 |
| Revenue from providing goods or services | 394,324 | 197,772 |
| Interest, dividends and other investment revenue | 72 | 59 |
| Total Analysis of Revenue | 447,698 | 252,387 |

| | 2023 | 2022 |
|--|----------------|----------------|
| 2. Analysis of Expenses | | |
| Volunteer and employee related costs | 61,484 | 64,653 |
| Costs related to providing goods or services | 376,733 | 177,980 |
| Other expenses | 9,053 | 12,295 |
| Total Analysis of Expenses | 447,270 | 254,928 |

| | 2023 | 2022 |
|--------------------------------------|---------------|---------------|
| 3. Analysis of Assets | | |
| Bank accounts and cash | | |
| Business Edge - 10 | 438 | 439 |
| CAN Board | 36,923 | 54,530 |
| CAN Conference | 33,438 | 33,404 |
| Kiwibank Credit Card | (2,638) | (4,243) |
| Paypal | 192 | 712 |
| Total Bank accounts and cash | 68,354 | 84,842 |
| Debtors and prepayments | | |
| Accounts Receivable | 70,226 | - |
| Sundry Debtor | 3,414 | - |
| Prepaid Expenses | - | 284 |
| Total Debtors and prepayments | 73,640 | 284 |
| Inventory | | |
| Stock on Hand | 598 | 598 |
| Total Inventory | 598 | 598 |

| | 2023 | 2022 |
|---|---------------|---------------|
| 4. Analysis of Liabilities | | |
| Creditors and accrued expenses | | |
| Accounts Payable | 66,695 | 16,038 |
| GST | 1,482 | (3,184) |
| Subscriptions due to Affiliates | 22,288 | 24,200 |
| Total Creditors and accrued expenses | 90,465 | 37,054 |

| | 2023 | 2022 |
|-------------------------------------|--------------|--------------|
| Employee costs payable | | |
| Provision for Annual Leave | 8,787 | 5,594 |
| Wages Payable | 954 | 1,119 |
| Total Employee costs payable | 9,741 | 6,713 |

| | 2023 | 2022 |
|--|------|------|
|--|------|------|

5. Accumulated Funds

| Accumulated Funds | | |
|-------------------------------------|---------------|---------------|
| Opening Balance | 41,957 | 51,193 |
| Accumulated surpluses or (deficits) | 428 | (2,541) |
| Reserves | - | (6,695) |
| Total Accumulated Funds | 42,386 | 41,957 |
| Total Accumulated Funds | 42,386 | 41,957 |

| | 2023 | 2022 |
|--|------|------|
|--|------|------|

6. Breakdown of Reserves

| Reserves | | |
|--------------------------|---------------|---------------|
| Conference Funds Reserve | 33,404 | 33,404 |
| Total Reserves | 33,404 | 33,404 |

Funds held in reserve for the Annual Conference, a conference is planned for the 2023-24 year.

7. Commitments

There are no commitments as at 30 June 2023 (Last year - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 30 June 2023 (Last year - nil).

9. Related Parties

There were no transactions involving related parties during the financial year.

10. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.