

ANNUAL REPORT



2020



CHRISTCHURCH CIVIC MUSIC COUNCIL

MUSIC CANTERBURY

SUPPORTING MUSIC & THE ARTS IN CHRISTCHURCH & THE CANTERBURY REGION

CCM Executive 2019 - 2020



Margaret Austin
President
CSM Support trust



Michael Lawrence
Chairman National Concerto
Competition Trust



Michael O'Regan
Vice-President
CSM Support Trust



Jody Keenan
CMNZ



Carmel Brown
Secretary



Celia Stewart
CSM & MEC
(co-opted)



Judith Bell
MEC
(co-opted)



Denise Murfitt
Friends Arts Centre



Robert Tait
Apollo Musicum &
RSCMNZ



Kate Husband
MEC



Lorraine Logan
Friends CSO



Cynthia King
Treasurer



Doris Barnard
Sunday Classics Ltd (*Christopher's Classics*)



CHRISTCHURCH CIVIC MUSIC COUNCIL
MUSIC CANTERBURY
SUPPORTING MUSIC & THE ARTS IN CHRISTCHURCH & THE CANTERBURY REGION

The Seventy-ninth ANNUAL REPORT

of the

CHRISTCHURCH CIVIC MUSIC COUNCIL Inc.

To be presented at the

Annual General Meeting

Held on Friday, 9th October 2020

Music Suite, St Andrew's College

347 Papanui Road, Papanui

Agenda

1. Registration (6.30pm)
2. Welcome, Apologies, Roll Call (7.00pm)
3. Minutes of the AGM held on the Friday 11th October 2019:
 - 3.1 Corrections
 - 3.2 Confirmation
 - 3.3 Matters Arising
4. Annual Reports:
 - 4.1 Presentation of the President's Report (year ended 30th June 2020)
 - 4.2 Presentation of the Performance Report (year ended 30th June 2020)
 - 4.3 Adoption of the Annual Reports
5. Musical Interlude: Grace Lawrence (Violinist)
6. Election of officers:
 - 6.1 President
 - 6.2 Vice-President
 - 6.3 An Executive of Nine (Each Executive Member has a term of 3 years)
 - The following member, elected in 2017 must now stand down is eligible for re-election.
Lorraine Logan (Friends of the CSO).
 - The following members, elected in 2018 retain their positions for a further one year.
Kate Husband [Music Education (Canterbury)] and **Jody Keehan** (Chamber Music New Zealand)
 - The following members, elected in 2019 retain their positions for a further two years.
Doris Barnard [Sunday Classics Ltd (Christopher's Classics)], and **Denise Murfitt** (Friends of the Arts Centre of Christchurch)
 - 6.4 Auditor
7. General Business
8. Strategic Plan
9. General Business
10. Closure
11. Light Refreshments

President's Report

The 79th Annual Report of the Christchurch Civic Music Council for the year ending 30 June 2020.

I am honoured to present the 79th Annual report of the Christchurch Civic Music Council. Despite the Covid-19 pandemic and the changes to everyone's calendars it caused I am pleased to report that the Music Council is in good heart with much to report. We are very pleased to acknowledge the continued support of our Affiliate organisations and also to welcome a number of new members. As will become clear our advocacy on behalf of the Affiliates is dependent on their engagement with us.

Early in the year we set ourselves a series of goals under each of the objectives set out in the Constitution and when these were examined in June we found that we had achieved so much the Council was prepared to give an A score. The Plan is now updated and sets the scene for the coming year.

The Civic Music Council was very pleased to award our former President Graeme Wallis, Honorary Life Membership at the October 2019 AGM. With great sorrow we acknowledge his death in November. He is remembered with affection by all whose lives he touched especially in music circles.

We were pleased to welcome Denise Murfitt and Doris Barnard as new volunteer members to the Executive at the 2019 AGM. At the same time we said farewell and expressed our gratitude for their sterling service to the organisation over the years to Martin Setchell, Sally Binnie and Patrick Shepherd. Celia Stewart and Judith Bell continue as seconded members. Each member of the Executive has a particular responsibility to report on at our monthly meetings. Our thanks must go to all members of the Council for their commitment to furthering Music in the City, advocating on behalf of all the Affiliates whenever the opportunity arises and attending concerts and events and applauding the contribution to the lively musical life of the city of Christchurch.

Every organisation is dependent on the nature and quality of its administration. There is no doubt that the CCMC is extraordinarily well served by its indomitable, dedicated and efficient Secretary Carmel Brown. Her knowledge and skills are very high valued and recognised by us all with gratitude. Similarly thank you must go to Cynthia King for the efficient and effective management of our finances.

The CCMC warmly congratulates Celia Stewart on being award the MNZM in 2019 and to enjoy the celebration in Turanga along with friends and performers.

The Journal and Affiliates:

Our congratulations and great thanks goes to Robert Tait who has continued to produce and edit the **Journal** which has been distributed to all Affiliates, City leaders, Libraries and associated organisations. It is a mine of information much of it provided by Affiliates keeping us all up to date with their activities. It is very clear that despite Lockdown and keeping ourselves safe and well Music in the city has been lively. The website kept us informed of webinar concerts and the monthly diary on which Affiliate concerts and events are noted provides items of interest to make sure are in our diaries. The success of the Journal is dependent on the continued interest of all Affiliates whose contributions are always welcome. Please provide Robert Tait with Reports on events and activities at rvt@rvt.co.nz

The website:

The Affiliates fee provides free access to the Music Canterbury website – www.musiccanterbury.co.nz where your events can be listed on the calendar. It is regularly updated and entries should be emailed to: secretary@musiccanterbury.co.nz. This year we have introduced an Events Form Template <https://musiccanterbury.co.nz/event-form-template/> – please use this when sending through your Event. We posted 173+ events on the calendar which is encouraging considering how many events were cancelled due to Covid-19. Please keep an eye of the website when planning events to avoid the clashes which sometimes occur. Let's make sure the CCMC Website becomes the first choice for Cantabrians when seeking a music event.

National Concerto Competition 2019-2020:

One highlight every year is the **National Concerto Competition**. 2019-20 was to be its 53rd year and devoted to aspiring pianists. A most successful preliminary competition took place in December at the Piano with Three Finalists selected for the finals in March – Lixin Zhang from Christchurch, Leon Chen, Auckland and Ashani Waidyatillake Auckland. It was with great regret that the Concerto Trust decided to cancel the final due to the Covid-19 pandemic and to award the prize money equally to the three finalists. This was well received by them since two have taken up scholarships at overseas Universities. Plans are ahead for the 2020-21 Competition although funding continues to be very difficult. Contestants have repeatedly reported that the opportunity to play a Concerto of their choice with an Orchestra - for us the Christchurch Symphony Orchestra are the highlights of the Competition. The Concerto Trust is committed to examining its structure and to securing the sustainability of the Competition for the future.



2019/2020 National Concerto Competition Finalists

*Left to right: Lixin Zhang (Christchurch); Leon Chen (Auckland) and
Ashani Waidyatillake (Auckland)*

Strum Strike and Blow 2019:

The 2019 Strum Strike and Blow concert expertly and professionally planned and directed by Judith Bell and Celia Stewart ably assisted by Kate Husband attracted 1200 young people from 47 schools and a most appreciative audience. The enthusiastic joy of the young musicians as they performed on their marimbas, ukuleles and recorders was very rewarding. We are most grateful for the public and private financial support received for this event and to Avonhead Rotary for their assistance at the Horncastle Arena.



Recorders in action at the Strum Strike and Blow 2019

Civic Music Council Instruments:

The Council owns and maintains **four** instruments. The Neupert Harpsichord is now located at Know Church, Bealey Avenue and is available for hire at reasonable cost while the Upright Yamaha is in use at the Christchurch School of Music. One Steinway is leased by Burnside High School's Aurora Centres and is highly valued there. The second instrument is now located at St Margaret's College. Both these fine instruments provide the Council with a valuable source of income.

Arts Strategy:

Members of the **CCMC** Executive have participated in the City Council consultations on the **Arts Strategy** and we look forward to the final draft and its adoption by the City Council. We believe it is aspirational and now most significant as the City emerges from the Covid experience.

Finance:

The Civic Music Council appreciates the invaluable support it receives from the City Council through its Strengthening Communities Grant in order to provide administrative support. Numerous public and private sponsors allow the CCMC to function effectively and especially to mount the Strum Strike and Blow Concert and the Annual National Concerto Competition. Our gratitude for the list on the back of this report knows no bounds.

Ruby Hay Pianoforte Scholarship 2019:

The 37th Ruby Hay Pianoforte Scholarship was held on Sunday 20th October 2019 at the Recital Room, University of Canterbury Arts site. There were three contestants, Hannah Brand, Katie Gluyas and Dennis Yan. The examiner, Mr Christopher Tilbury LRAM ARCM from the Associated Board of the Royal Schools of Music, commented on each of the performances and presented the prizes. Dennis Yan was awarded first prize of \$1000 and Hannah Brand as runner up, won the Lois Mackintosh prize of \$200 donated by the IRMT and Katie Gluyas was third prize of \$100.00 donated by Margaret Austin. An audience, made of up family and friends, congratulated all the contestants and agreed it had been a successful event.



Left to right: Katie Gluyas (3rd prize), Christopher Tilbury (ABRSM Examiner), Hannah Brand (2nd prize) and Dennis Yan (1st prize)

Radio New Zealand:

The CCMC was heartened by the response of so many of the Affiliates, individuals and former contestants of the Concerto Competition who rose to the occasion and bombarded **Radio New Zealand** with reaction to their intention to remove **Concert FM** to the AM network. CCMC wrote to the Prime Minister Jacinda Ardern as Minister of Arts Culture and Heritage, Hon Grant Robertson and Hon Kris Faafoi as well as Radio NZ Chair and the CEO. The cases presented by so many were persuasive and we are very pleased that FM transmission will not only continue but be enhanced. The CCMC has been acknowledged by CEO Paul Thompson as a Stakeholder for consultation in the future.

Now as our **Team of 5 million** basks in how well we have come through the trauma of the global pandemic the CCMC looks forward to continuing to advocate for Music and the Arts in Christchurch and New Zealand with the support of our Affiliates.

Margaret E. Austin



CHRISTCHURCH CIVIC MUSIC COUNCIL

MUSIC CANTERBURY

SUPPORTING MUSIC & THE ARTS IN CHRISTCHURCH & THE CANTERBURY REGION

The Christchurch Civic Music Council Incorporated (CCMC)

Performance Report

For the year ended

30 June 2020

Contents

| | Page |
|------------------------------------|------|
| Non-Financial Information: | |
| Entity Information | 2 |
| Statement of Service Performance | 3 |
| Financial Information: | |
| Statement of Financial Performance | 4 |
| Statement of Financial Position | 5 |
| Statement of Cash Flows | 6 |
| Statement of Accounting Policies | 7 |
| Notes to the Performance Report | 8 |
| Audit Report | 14 |

The Christchurch Civic Music Council Incorporated (CCMC)

Entity Information

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

For the year ended
30 June 2020

| | |
|---|---|
| Legal Name of Entity:* | The Christchurch Civic Music Council Incorporated |
| Type of Entity and Legal Basis (if any):* | Incorporated Society |
| Registration Number: | 219513 |

Entity's Purpose or Mission: *

Objects; 1. To secure by co-operation with civic and other authorities and organisations the fullest measure of public recognition and support of all forms of musical activity and to encourage the active interest and participation of the community in all forms of music making. 2. To foster and promote the study, practice and performance of musical works and in particular of choral, orchestral and operatic works. 3. To promote combined music festivals from time to time as may be practicable. 4. To co-operate with organisations having similar objects throughout New Zealand.

Entity Structure: *

The CCMC is governed by the Executive which consists of the President, Vice-President, Secretary, Treasurer, and nine various members of a representative affiliated organisation elected at the AGM. Each elected member shall hold office for up to three years eligible for re-election at the end of their term. The CCMC established The Christchurch Civic Music Council National Concerto Competition Trust, and an update of the Trust's activities is provided at the AGM. The CCMC has three member types; affiliates (established musical organisations) that are independent entities and agree to co-operate with the CCMC in its efforts, associated organisations that have the capacity to support the objects, and honorary life members elected by not less than three quarters of the members present at any AGM.

Main Sources of the Entity's Cash and Resources: *

Operating costs are covered by a grant from the Christchurch City Council, and the affiliate subscription annual fee. Concerts are funded by grants, programme advertising and door ticket sales. Some revenue is received for piano and harpsichord hire.

Main Methods Used by the Entity to Raise Funds: *

The President with the assistance of an Executive member apply for grants to cover the costs of concerts and seek programme advertising income. Annually the Secretary applies for the Christchurch City Council grant. An Executive member manages the piano and harpsichord hire.

Entity's Reliance on Volunteers and Donated Goods or Services: *

All Executive members are encouraged to be actively involved in working on the CCMC's objects. Executive members are volunteers. The Secretary and Treasurer receive an honorarium to cover their costs. As a result of the earthquake, the music library is being stored at an affiliate's location at no charge, but the CCMC choose to waive their subscription in thanks. Every year an Executive member runs the Ruby Hay Competition. General meetings are currently run at the Christchurch School of Music at no cost.

The Christchurch Civic Music Council Incorporated (CCMC)

Statement of Service Performance

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

For the year ended
30 June 2020

Description of the Entity's Outcomes*:

Organised one concert to help strengthen music in the community. The Concert was Strum, Strike and Blow in association with Music Education Canterbury, a concert of primary school children playing ukuleles, marimba, and recorders. Affiliates are actively encouraged to utilise the Music Canterbury website to promote their concerts, and the Secretary maintains a calendar to assist affiliates plan the dates of their concerts. It is hoped that the website becomes the first choice for Cantabrians when seeking a music event.

| Description and Quantification (to the extent practicable) of the Entity's Outputs:* | Actual* | Actual* |
|--|-----------|-----------|
| | This Year | Last Year |
| One Concert approximate participation | 1200 | 1200 |
| One Concert approximate audience | 2500 | 2000 |
| Groups involved in concerts | 47 | 42 |
| Number of advocacy meetings attended | 0 | 0 |
| New affiliate members | 2 | 2 |
| New associate organisations | 0 | 0 |
| New honorary members | 1 | 0 |
| Affiliate concert promotions/calendar posts on the website | 173 | 237 |
| Website hits (average per month) | 524 | 460 |

Additional Information:

The Ruby Hay Competition was held this year. The Ernest Empson Scholarship, in its original form, has now ceased. The Ernest Empson fund will now be directed towards the Junior Jury prize of the National Concerto Competition.

The Christchurch Civic Music Council Incorporated (CCMC)

Statement of Financial Performance

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

For the year ended

30 June 2020

| | Note | Actual* This Year \$ | Actual* Last Year \$ |
|---|------|----------------------------|----------------------------|
| Revenue | | | |
| Donations, fundraising and other similar revenue* | 1 | 42,712 | 43,585 |
| Fees, subscriptions and other revenue from members* | 1 | 2,130 | 2,087 |
| Revenue from providing goods or services* | 1 | 17,288 | 14,339 |
| Interest, dividends and other investment revenue* | 1 | 631 | 815 |
| Other revenue | | 1,000 | - |
| Total Revenue* | | 63,761 | 60,826 |
| Expenses | | | |
| Volunteer and employee related costs* | 2 | 10,848 | 9,598 |
| Costs related to providing goods or services* | 2, 9 | 46,406 | 41,104 |
| Grants and donations made* | 2 | - | 150 |
| Other expenses | 2 | 2,508 | 2,230 |
| Total Expenses* | | 59,762 | 53,082 |
| Surplus/(Deficit) for the Year* | | 3,999 | 7,744 |

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council Incorporated (CCMC)

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at
30 June 2020

| | Note | Actual* This Year \$ | Actual* Last Year \$ |
|--|------|----------------------------|----------------------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash* | 3 | 87,141 | 101,663 |
| Debtors and prepayments* | 3 | 3,570 | 10,817 |
| Total Current Assets | | 90,711 | 112,480 |
| Non-Current Assets | | | |
| Property, plant and equipment* | 4 | 31,636 | 33,088 |
| Total Non-Current Assets | | 31,636 | 33,088 |
| Total Assets* | | 122,347 | 145,568 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses* | 3 | 1,150 | 11,461 |
| Unused donations and grants with conditions* | | 4,600 | 20,612 |
| Other current liabilities | 3 | 151 | 229 |
| Total Current Liabilities | | 5,901 | 32,302 |
| Total Liabilities* | | 5,901 | 32,302 |
| Total Assets less Total Liabilities (Net Assets)* | | 116,446 | 113,266 |
| Accumulated Funds | | | |
| Capital contributed by owners or members* | | | |
| Accumulated surpluses or (deficits)* | 5 | 88,234 | 84,234 |
| Reserves* | 5 | 28,212 | 29,031 |
| Total Accumulated Funds* | | 116,446 | 113,266 |

Approved by, and on behalf of the Executive Committee

Margaret E. Austin President

David B. Bernard Executive Member

10.09.2020 Date

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council Incorporated (CCMC)

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

30 June 2020

| | Actual* | Actual* |
|--|-----------------|---------------|
| | This Year | Last Year |
| | \$ | \$ |
| Cash Flows from Operating Activities* | | |
| Cash was received from: | | |
| Donations, fundraising and other similar receipts* | 27,390 | 47,579 |
| Fees, subscriptions and other receipts from members* | 2,000 | 1,869 |
| Receipts from providing goods or services* | 17,377 | 13,987 |
| Interest, dividends and other investment receipts* | 631 | 816 |
| Net GST | | 508 |
| Cash was applied to: | | |
| Payments to suppliers and employees* | 61,052 | 50,755 |
| Donations or grants paid* | - | 150 |
| Net GST | 868 | |
| Net Cash Flows from Operating Activities* | (14,522) | 13,854 |
| Cash flows from Investing and Financing Activities* | | |
| Cash was received from: | | |
| Receipts from the sale of property, plant and equipment* | | |
| Receipts from the sale of investments* | | |
| Proceeds from loans borrowed from other parties* | | |
| Capital contributed from owners or members* | | |
| Cash was applied to: | | |
| Net Increase / (Decrease) in Cash* | (14,522) | 13,853 |
| Opening Cash* | 101,663 | 87,808 |
| Closing Cash* | 87,141 | 101,661 |
| This is represented by: | | |
| Bank Accounts and Cash* | 87,141 | 101,663 |

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council Incorporated (CCMC)

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30 June 2020

Basis of Preparation*

The Christchurch Civic Music Council Incorporated (CCMC) 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 of 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)*

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

The Christchurch Civic Music Council Incorporated (CCMC) 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.

Interest and Reserves

If the Statement of Performance is a surplus before interest, total interest received is transferred to reserves proportional to the opening reserve balances.

Fixed Assets

Fixed assets are depreciated using the following rates. Music Library is valued at realisable value.

Office Equipment, diminishing value 20%-30%

Instruments, straight line 3%

Computer and setup, straight line 30%

Related Parties

The CCMC National Concerto Competition Trust is associated with the CCMC and the administration of both entities are carried out in the same office. The CCMC pay office expenses and oncharges 50%.

Changes in Accounting Policies*

CCMC was registered for GST in 2015. Therefore current and comparative figures are GST excl. 50% of specific office expenses have been charged to CCMC National Concerto Competition Trust this year. There have been no other changes in accounting policies.

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended
30 June 2020

Note 1 : Analysis of Revenue

| Revenue Item | Analysis | This Year \$ | Last Year \$ |
|---------------------|-------------------------------------|-----------------|-----------------|
| Fundraising revenue | CCC Strengthening Communities Grant | 6,000 | 8,000 |
| | Donations for SS&B | 4,500 | 2,175 |
| | Donations for Ruby Hay | 100 | - |
| | Donations for Armistice Concert | - | 1,295 |
| | Rata Foundation | 10,000 | 10,000 |
| | Pub Charity | 5,112 | 4,565 |
| | Rotary | 1,500 | - |
| | R&B Stewart Charitable Trust | 1,500 | 2,000 |
| | Creative Communities | 10,000 | 9,300 |
| | Southern Trust | 4,000 | 3,500 |
| | Mainland Foundation (Ruby Hay) | - | - |
| | Mainland Foundation (SS&B) | - | 1,500 |
| | Total | 42,712 | 42,335 |

| Revenue Item | Analysis | This Year \$ | This Year \$ |
|--|------------------|-----------------|-----------------|
| Fees, subscriptions and other revenue from members | Affiliation fees | 2,131 | 2,087 |
| | Total | 2,131 | 2,087 |

| Revenue Item | Analysis | This Year \$ | This Year \$ |
|--|--|-----------------|-----------------|
| Revenue from providing goods or services | Instrument hire | 5,668 | 4,875 |
| | Concert programme advertising and door sales | 9,526 | 7,281 |
| | recharge | 2,094 | 2,183 |
| | Total | 17,288 | 14,339 |

| Revenue Item | Analysis | This Year \$ | This Year \$ |
|--|--------------|-----------------|-----------------|
| Interest, dividends and other investment revenue | Interest | 631 | 815 |
| | Total | 631 | 815 |

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended

30 June 2020

Note 2 : Analysis of Expenses

| Expense Item | Analysis | This Year | Last Year |
|--------------------------------------|--------------|---------------|--------------|
| Volunteer and employee related costs | Secretary | \$ 8,500 | \$ 7,250 |
| | Treasurer | 2,348 | 2,348 |
| | Total | 10,848 | 9,598 |

| Expense Item | Analysis | This Year | This Year |
|--|------------------------------------|---------------|---------------|
| Costs related to providing goods or services | Administration and overhead costs | \$ 9,860 | \$ 9,598 |
| | Depreciation | 1,452 | 1,671 |
| | Concert costs including venue hire | 35,094 | 29,834 |
| | Total | 46,406 | 41,104 |

| Expense Item | Analysis | This Year | This Year |
|---------------------------|---|-----------|------------|
| Grants and donations made | Christchurch Competition Society Instrumental Section Sponsorship | \$ - | \$ 150 |
| | | | |
| | Total | - | 150 |

| Expense Item | Analysis | This Year | This Year |
|----------------|--------------|--------------|--------------|
| Other expenses | Audit fee | \$ 1,008 | \$ 1,008 |
| | AGM costs | 959 | 1,058 |
| | Sundry | 541 | 164 |
| | Total | 2,508 | 2,230 |

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Assets and Liabilities

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|------------------------|-------------------------|-----------------|-----------------|
| Bank accounts and cash | Petty Cash | 1 | 1 |
| | Cheque account balance | 33,520 | 48,639 |
| | Savings account balance | 53,620 | 53,023 |
| | | | |
| | Total | 87,141 | 101,664 |

| Asset Item | Analysis | This Year \$ | This Year \$ |
|-------------------------|--|-----------------|-----------------|
| Debtors and prepayments | CCMC National Concerto Competition Trust | 2,094 | 2,183 |
| | Prepayments | 1,476 | 8,584 |
| | overdue subscription | - | 50 |
| | | | |
| | Total | 3,570 | 10,817 |

| Liability Item | Analysis | This Year \$ | This Year \$ |
|--------------------------------|------------------|-----------------|-----------------|
| Creditors and accrued expenses | Accrued expenses | 1,150 | 11,461 |
| | | | |
| | Total | 1,150 | 11,461 |

| Liability Item | Analysis | This Year \$ | This Year \$ |
|---------------------------|-------------------|-----------------|-----------------|
| Other current liabilities | Income in advance | 4,600 | 20,612 |
| | GST payable | 151 | 229 |
| | | | |
| | Total | 4,751 | 20,841 |

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended

30 June 2020

Note 4 : Property, Plant and Equipment

| This Year | | | | | |
|---------------------------------|--------------------------|-----------|------------------|---|--------------------------|
| Asset Class* | Opening Carrying Amount* | Purchases | Sales/D isposals | Current Year Depreciation and Impairment* | Closing Carrying Amount* |
| Land* | - | | | - | - |
| Buildings* | - | | | | - |
| Motor Vehicles* | - | | | | - |
| Instruments | 32,422 | | | 1,384 | 31,038 |
| Furniture and fixtures* | - | | | | - |
| Office equipment* | 10 | | | 2 | 8 |
| Computers (including software)* | | | | | - |
| Machinery* | - | | | | - |
| Music Library | 656 | | | 66 | 590 |
| Heritage assets | - | | | | - |
| Total | 33,088 | - | - | 1,451 | 31,636 |

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended

30 June 2020

Note 5: Accumulated Funds

| This Year | | | | |
|---|---|------------------------------------|-----------|---------|
| Description* | Capital Contributed by Owners or Members* | Accumulated Surpluses or Deficits* | Reserves* | Total* |
| Opening Balance | | 84,235 | 29,031 | 113,266 |
| Capital contributed by own | - | | | - |
| Capital returned to owners | - | | | - |
| Surplus/(Deficit)* | | 3,999 | | 3,999 |
| Distributions paid to owners or members | | - | | - |
| Transfer to Reserves* | | | 181 | 181 |
| Transfer from Reserves* | | | (1,000) | (1,000) |
| Closing Balance | - | 88,234 | 28,212 | 116,446 |

Breakdown of Reserves

| | | Actual* | Actual* |
|--------------------------------|---|-----------|-----------|
| | | This Year | Last Year |
| Name* | Nature and Purpose* | \$ | \$ |
| Ernest Empson Scholarship Fund | The Ernest Empson Scholarship, in its original form, has now ceased. The Ernest Empson fund will now be directed towards the Junior Jury prize of the National Concerto Competition | 8,621 | 8,568 |
| Ruby Hay Scholarship Fund | The Scholarship is an annual award of \$1,000 provided from the bequest of the late Miss Ruby Hay, and is made to the entrant who is considered to be the most worthy as a result of a 30-minute competitive solo pianoforte recital. The Lois Mackintosh Prize of \$200 is awarded to the runner-up. | 19,590 | 20,463 |
| Total | | 28,212 | 29,031 |

The Christchurch Civic Music Council Incorporated (CCMC)

Notes to the Performance Report

For the year ended

30 June 2020

Note 6 : Commitments and Contingencies

Commitments

There are no commitments as at balance date (Last Year - nil)

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Notes 7-12

Note 9: Related Party Transactions*

| | | This Year | Last Year | This Year | Last Year |
|---|---|-----------------------|-----------------------|---------------------|---------------------|
| | | \$ | \$ | \$ | \$ |
| Description of Related Party Relationship* | Description of the Transaction (whether in cash or amount in kind)* | Value of Transactions | Value of Transactions | Amount Outstanding* | Amount Outstanding* |
| Executive members are also members of affiliate organisations | Subscription fee | 261 | 348 | 0 | |
| Affiliate organisation storage of music library | Cost of storage offset by subscription fee | 87 | 87 | 0 | - |
| CCMC National Concerto Competition Trust | 50% office expense recharge | 2,094 | 2,183 | 2,094 | - |

Note 10: Events After the Balance Date*

The annual Strum Strike and Blow concert will not be held in 2020 due to ongoing impact of Covid-19. No other events have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)

INDEPENDENT AUDITOR'S REPORT

To Trustees of The Christchurch Civic Music Council Incorporated

Report on the Performance Report

We have audited the performance report of The Christchurch Civic Music Council Incorporated on pages 2 to 13, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2020, the statement of financial position as at 30 June 2020, the statement of accounting policies and other explanatory information.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report:

- a. the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b. the performance report on pages 2 to 13 presents fairly, in all material respects:
 - the financial position of The Christchurch Civic Music Council Incorporated as at 30 June 2020 and of its financial performance and cash flows;
 - the entity information; and
 - the service performancefor the year then ended

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

In common with similar organisations, control over cash revenues such as fundraising and donations prior to being recorded is limited and there are no practical audit procedures to determine the effect of that limited control. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Performance Report* section of our report. We are independent of The Christchurch Civic Music Council Incorporated in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other than in our capacity as auditor we have no relationship with, or interests in The Christchurch Civic Music Council Incorporated.

Restriction on responsibility

This report is made solely to the Trustees, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Emphasis of Matter

We draw the Trustees' attention to Note 10 on Page 13 of the Performance Report which describes events subsequent to year end and specifically the possible effects of the future implications of COVID-19 on in The Christchurch Civic Music Council Incorporated's future financial position and performance. In our view this issue is fundamental to users' understanding of the performance report. Our opinion is not modified in respect of this matter.

Trustees' Responsibility for the Performance Report

The Trustees are responsible for:

- a. identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b. the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- c. for such internal control as the Trustees determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible for assessing The Christchurch Civic Music Council Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate The Christchurch Civic Music Council Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- ☐ Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ☐ Obtain an understanding of internal control relevant to the audit 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.
- ☐ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ☐ Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on The Christchurch Civic Music Council Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause The Christchurch Civic Music Council Incorporated to cease to continue as a going concern.
- ☐ Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- ☐ Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Peter Davidson
Peter Davidson & Associates
Christchurch
11 September 2020





The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Performance Report

**For the year ended
30 June 2020**

Contents

| | Page |
|------------------------------------|-----------|
| Non-Financial Information: | |
| Entity Information | 2 |
| Statement of Service Performance | 3 |
| Financial Information: | |
| Statement of Financial Performance | 4 |
| Statement of Financial Position | 5 |
| Statement of Cash Flows | 6 |
| Statement of Accounting Policies | 7 |
| Notes to the Performance Report | 8 |
| Audit Report | 14 |

The Christchurch Civic Music Council National Concerto Competition Trust

Entity Information

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

For the year ended
30 June 2020

| | |
|---|--|
| Legal Name of Entity:* | The Christchurch Civic Music Council National Concerto Competition Trust |
| Other Name of Entity (if any): | National Concerto Competition |
| Type of Entity and Legal Basis (if any):* | Incorporated Charity |
| Registration Number: | 2611133 |
| Other Information: | Trustees: Michael Lawrence (Chair), Howard Harvey and Tim Andrews. Auditor: Peter Davidson. Bank: Kiwibank |

Entity's Purpose or Mission: *

Objects; 1. To hold annually a Concerto Competition in Christchurch City according to the Rules of the Christchurch Civic Music Council Incorporated (CCMC). 2. To award suitable prizes to those contestants qualifying for awards in accordance with the Rules of the Concerto Competition as laid down by the CCMC. 3. To foster and promote interest in the Concerto Competition among the maximum number of people. 4. To accept the custody, control or management of any gifts or bequests donated to the Trust and to accept and carry out any trusts attached to gifts or bequests for the benefit of the Trust.

Entity Structure: *

The Trust has between three to five Trustees, appointed by the Executive of the CCMC. The Trust have appointed a Secretary who is also a Project Manager, and a Treasurer, and may appoint any other such officers as considered necessary to perform the objects of the Trust. The Trust meets on a regular basis.

Main Sources of the Entity's Cash and Resources:*

The competition is funded by grants, programme advertising and concert ticket sales.

Main Methods Used by the Entity to Raise Funds:*

The Project Manager with the assistance of the Trustees applies for grants to cover the cost of the competition.

Entity's Reliance on Volunteers and Donated Goods or Services: *

The Trustees are encouraged to be actively involved in working on the Trust's objects. Trustee costs are not reimbursed. The Secretary/Project Manager and Treasurer receive an honorarium to cover their costs.

The Christchurch Civic Music Council National Concerto Competition Trust Inc.
Statement of Service Performance
"What did we do?", When did we do it?"
For the year ended
30 June 2020

Description of Outcomes*:

Organised and ran National Concerto Piano Competition, including; Preliminaries and Semi- Final. The Final was not held on 21st March 2020 due to Covid-19 restrictions. Note - Outputs not budgeted this year.

| | Actual* | Actual* |
|---|-----------|-----------|
| Description and Quantification (to the extent practicable) of Outputs:* | This Year | Last Year |
| Contestant Numbers | 19 | 33 |
| One Concert audience (Preliminary and Semi-Final) | 200 | 580 |
| New Friends of the Concerto | 0 | 3 |
| New gifts or bequests | 0 | 1 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Statement of Financial Performance

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

For the year ended

30 June 2020

| | Note | Actual* This Year \$ | Actual* Last Year \$ |
|---|------|----------------------------|----------------------------|
| Revenue | | | |
| Donations, fundraising and other similar revenue* | 1 | 18,770 | 57,598 |
| Revenue from providing goods or services* | 1 | 3,578 | 14,482 |
| Interest, dividends and other investment revenue* | 1 | 4,984 | 5,648 |
| Total Revenue* | | 27,332 | 77,728 |
| Expenses | | | |
| Volunteer and employee related costs* | 2 | 10,900 | 8,150 |
| Costs related to providing goods or services* | 2, 9 | 34,940 | 83,305 |
| Other expenses | 2 | 1,046 | 1,058 |
| Total Expenses* | | 46,886 | 92,513 |
| Surplus/(Deficit) for the Year* | | (19,554) | (14,786) |

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at

30 June 2020

| | Note | Actual* This Year \$ | Actual* Last Year \$ |
|--|------|----------------------------|----------------------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash* | 3 | 37,220 | 61,331 |
| Debtors and prepayments* | 3 | 7,553 | 7,822 |
| Other current assets - GST rec'ble & accr int | | 2,438 | - |
| Total Current Assets | | 47,211 | 69,153 |
| Non-Current Assets | | | |
| Investments* | 3 | 146,598 | 141,945 |
| Total Non-Current Assets | | 146,598 | 141,945 |
| Total Assets* | | 193,809 | 211,098 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses* | 3 | 3,244 | 3,808 |
| Employee costs payable* | | | |
| Unused donations and grants with conditions* | | 5,000 | - |
| Other current liabilities | | | |
| Total Current Liabilities | | 8,244 | 3,808 |
| Total Liabilities* | | 8,244 | 3,808 |
| Total Assets less Total Liabilities (Net Assets)* | | 185,565 | 207,290 |
| Accumulated Funds | | | |
| Capital contributed by owners or members* | | | |
| Accumulated surpluses or (deficits)* | 5 | - | - |
| Reserves* | 5 | 185,565 | 207,290 |
| Total Accumulated Funds* | | 185,565 | 207,290 |

Approved by, and on behalf of the Trust

 Trustee

 Trustee

10/09/2020 Date

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

30 June 2020

| | Actual* | Actual* |
|--|-----------------|----------------|
| | This Year | Last Year |
| | \$ | \$ |
| Cash Flows from Operating Activities* | | |
| Cash was received from: | | |
| Donations, fundraising and other similar receipts* | 21,704 | 78,515 |
| Receipts from providing goods or services* | 3,143 | 14,482 |
| Interest, dividends and other investment receipts* | 5,093 | 5,558 |
| Net GST | 3,408 | 714 |
| Cash was applied to: | | |
| Payments to suppliers and employees* | 52,807 | 93,501 |
| Donations or grants paid* | | - |
| Net GST | | |
| Net Cash Flows from Operating Activities* | (19,459) | 5,768 |
| Cash flows from Investing and Financing Activities* | | |
| Cash was applied to: | | |
| Interest capitalised on Term Deposits | 4,652 | 4,810 |
| Net Cash Flows from Investing and Financing Activities* | (4,652) | (4,810) |
| Net Increase / (Decrease) in Cash* | (24,111) | 958 |
| Opening Cash* | 61,331 | 60,373 |
| Closing Cash* | 37,220 | 61,331 |
| This is represented by: | | |
| Bank Accounts and Cash* | 37,220 | 61,331 |

These Performance Reports are to be read in conjunction with the notes and accounting policies and with reference to the audit report.

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Statement of Accounting Policies

"How did we do our accounting?"

**For the year ended
30 June 2020**

Basis of Preparation*

The Christchurch Civic Music Council National Concerto Competition Trust 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 of 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)*

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

The Christchurch Civic Music Council National Concerto Competition Trust 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 170 days or less.

Interest and Reserves

If the Statement of Financial Performance is a surplus before interest, total interest received is transferred to reserves proportional to the opening reserve balances.

Changes in Accounting Policies*

The Trust has been charged 50% of specific office expenses by the CCMC, and has not transferred interest to the reserves due to a performance loss. There have been no other changes in accounting policies.

Related Parties

The Trust was established by the Christchurch Civic Music Council incorporated (CCMC) and the administration of both entities are carried out in the same office. The CCMC pay office expenses and oncharges 50% to the Trust.

Changes in Accounting Policies*

The Trust has been charged 50% of specific office expenses by the CCMC, and has not transferred interest to the reserves due to a performance loss. There have been no other changes in accounting policies.

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended
30 June 2020

Note 1 : Analysis of Revenue

| Revenue Item | Analysis | This Year \$ | Last Year \$ |
|---------------------|-----------------------------------|-----------------|-----------------|
| Fundraising revenue | Creative Communities Grant (CCC) | 3,000 | 5,000 |
| | Rata Foundation | - | 10,000 |
| | Lion Foundation | - | 3,000 |
| | Mainland Foundation | - | 3,000 |
| | Farina Thompson Charitable Trust | 2,000 | 2,000 |
| | Elizabeth Ball Charitable Trust | 4,000 | 4,000 |
| | Southern Trust | 3,832 | 15,000 |
| | Fourwinds Foundation | - | 2,500 |
| | Pub Charity | - | 10,000 |
| | Transfer from Barton Reserve Fund | 2,500 | - |
| | Total | 15,332 | 54,500 |

| Revenue Item | Analysis | This Year \$ | Last Year \$ |
|-------------------------------------|---|-----------------|-----------------|
| Donations and other similar revenue | R&B Stewart Charitable Trust | 1,000 | 1,000 |
| | The Chuang Foundation | 348 | 348 |
| | Friends of National Concerto | 100 | 500 |
| | Donation B Buist | 250 | 250 |
| | Donation M Marshall | 1,739 | - |
| | Barton Legacy (from Barton legacy reserve fund) | - | 20,000 |
| | Anon. former laureate | - | 1,000 |
| | General Donations | - | - |
| | Total | 3,437 | 23,098 |

| Revenue Item | Analysis | This Year \$ | Last Year \$ |
|--|-----------------------|-----------------|-----------------|
| Revenue from providing goods or services | Trinity College | 435 | 500 |
| | Contestant entry fees | 1,713 | 2,922 |
| | Ticket sales | 1,230 | 9,161 |
| | Programme advertising | 200 | 1,900 |
| | Programme sales | - | 499 |
| | Total | 3,578 | 14,982 |

| Revenue Item | Analysis | This Year \$ | Last Year \$ |
|--|--------------|-----------------|-----------------|
| Interest, dividends and other investment revenue | Interest | 4,984 | 5,648 |
| | Total | 4,984 | 5,648 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended
30 June 2020

Note 2 : Analysis of Expenses

| Expense Item | Analysis | This Year \$ | Last Year \$ |
|--------------------------------------|--------------|-----------------|-----------------|
| Volunteer and employee related costs | Secretary | 10,000 | 7,250 |
| | Treasurer | 900 | 900 |
| | | | |
| | Total | 10,900 | 8,150 |

| Expense Item | Analysis | This Year \$ | Last Year \$ |
|--|-----------------------------------|-----------------|-----------------|
| Costs related to providing goods or services | Administration and overhead costs | 2,703 | 2,882 |
| | Competition costs | 32,237 | 80,161 |
| | | | |
| | Total | 34,940 | 83,043 |

| Expense Item | Analysis | This Year \$ | Last Year \$ |
|----------------|--------------|-----------------|-----------------|
| Other expenses | Audit fee | 1,002 | 1,014 |
| | Sundry | 44 | 44 |
| | | | |
| | Total | 1,046 | 1,058 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Assets and Liabilities

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|------------------------|-------------------------|-----------------|-----------------|
| Bank accounts and cash | Petty Cash | 3 | 3 |
| | Cheque account balance | 7,037 | 21,562 |
| | Savings account balance | 30,180 | 39,766 |
| | Total | 37,220 | 61,331 |

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|-------------------------|---------------------|-----------------|-----------------|
| Debtors and prepayments | Interest Accrued | 908 | 1,018 |
| | Accounts receivable | - | - |
| | Prepayments | 7,553 | 1,805 |
| | GST Receivable | 1,530 | 4,999 |
| | Total | 9,991 | 7,822 |

| Asset Item | Analysis | This Year \$ | Last Year \$ |
|-------------|-------------------------|-----------------|-----------------|
| Investments | Westpac New Zealand Ltd | 35,712 | 34,631 |
| | Heartland Bank | 110,886 | 107,315 |
| | Total | 146,598 | 141,946 |

| Liability Item | Analysis | This Year \$ | Last Year \$ |
|--------------------------------|---------------------------------------|-----------------|-----------------|
| Creditors and accrued expenses | Accrued expenses | 1,150 | 1,625 |
| | Christchurch Civic Music Council Inc. | 2,094 | 2,183 |
| | Unexpended grants | 5,000 | - |
| | Total | 8,244 | 3,808 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended
30 June 2020

Note 5: Accumulated Funds

| This Year | | | | |
|---|---|------------------------------------|-----------|----------|
| Description* | Capital Contributed by Owners or Members* | Accumulated Surpluses or Deficits* | Reserves* | Total* |
| Opening Balance | - | - | 207,290 | 207,290 |
| Capital contributed by owners or members* | | | | - |
| Capital returned to owners or members* | | | | - |
| Surplus/(Deficit)* | | (19,554) | | (19,554) |
| Distributions paid to owners or members* | | - | | - |
| Transfer to Reserves* | | | 329 | 329 |
| Transfer from Reserves* | | 19,554 | (22,054) | (2,500) |
| Closing Balance | - | - | 185,565 | 185,564 |

| Last Year | | | | |
|---|---|------------------------------------|-----------|----------|
| Description* | Capital Contributed by Owners or Members* | Accumulated Surpluses or Deficits* | Reserves* | Total* |
| Opening Balance | | | 201,314 | 201,314 |
| Capital contributed by owners or members* | | | | - |
| Capital returned to owners or members* | | | | - |
| Surplus/(Deficit)* | | (14,786) | | (14,786) |
| Distributions paid to owners or members* | | - | | - |
| Transfer to Reserves* | | | 20,762 | 20,762 |
| Transfer from Reserves* | | 14,786 | (14,786) | |
| Closing Balance | - | - | 207,290 | 207,290 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended

30 June 2020

Note 5: Accumulated Funds Cont'd

| Breakdown of Reserves | | Actual* | Actual* |
|-------------------------------|--|-----------|-----------|
| Name* | Nature and Purpose* | This Year | Last Year |
| | | \$ | \$ |
| Concerto Trust Reserve | <p>Purpose. 1 To build up an asset, the interest from which can be used to supplement income for the competition.</p> <p>2 In the case of a loss, use of the reserve can be made to ensure that financial obligations have been met.</p> | 69,163 | 88,718 |
| Friends of the Concerto Trust | To encourage people to be involved in the long term assistance and promotion of the Concerto. Different levels of donor membership are linked to tiered membership benefits that apply up to 10 years. | 48,001 | 47,672 |
| Prize Fund | A tagged fund, interest from which can go towards the awarding of prizes. | 50,901 | 50,901 |
| Peter Barton Reserve Fund | Bequest held as a reserve fund. The late Peter Barton was a longtime member of the Christchurch Civic Music Council Executive and Chairman from 1989. He was awarded a Life Membership of the CCMC and the NZ Order of Merit, MNZM. | 17,500 | 20,000 |
| Total | | 185,565 | 207,290 |

The Christchurch Civic Music Council National Concerto Competition Trust Inc.

Notes to the Performance Report

For the year ended
30 June 2020

Note 6 : Commitments and Contingencies

Commitments

There are no commitments as at balance date (Last Year - nil)

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Notes 7-12

Note 9: Related Party Transactions*

| | | This Year | Last Year | This Year | Last Year |
|--|--|----------------------|-----------------------|----------------|-------------------|
| | | \$ | \$ | \$ | \$ |
| Description of Related Party Relationship* | Description of the Transaction (whether in cash or amount in | Value of Transaction | Value of Transactions | Amount Outstan | Amount Outstandin |
| CCMC National Concerto Competition Trust | 50% office expense recharge | 2,094 | 2,183 | - | - |
| Secretary | Donation | - | 1,500 | - | - |
| Howard Harvey - Trustee | Donation to Friends of Concerto | - | 5,000 | - | - |

Note 10: Events After the Balance Date*

Apart from a possible resurgence in Covid-19, there is no other foreseen impact of Covid-19 on the coming year's activities. There has been keen interest from contestants to participate in this year's competition. No other events have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)

INDEPENDENT AUDITOR'S REPORT

To Trustees of The Christchurch Civic Music Council National Concerto Trust
Incorporated

Report on the Performance Report

We have audited the performance report of The Christchurch Civic Music Council National Concerto Trust Incorporated on pages 2 to 13, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2020, the statement of financial position as at 30 June 2020, the statement of accounting policies and other explanatory information.

Qualified Opinion

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report:

- a. the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b. the performance report on pages 2 to 13 presents fairly, in all material respects:
 - the financial position of The Christchurch Civic Music Council National Concerto Trust Incorporated as at 30 June 2020 and of its financial performance and cash flows;
 - the entity information; and
 - the service performancefor the year then ended

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

In common with similar organisations, control over cash revenues such as fundraising and donations prior to being recorded is limited and there are no practical audit procedures to determine the effect of that limited control. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Performance Report* section of our report. We are independent of The Christchurch Civic Music Council National Concerto Trust Incorporated in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other than in our capacity as auditor we have no relationship with, or interests in The Christchurch Civic Music Council National Concerto Trust Incorporated.

Restriction on responsibility

This report is made solely to the Trustees, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Emphasis of Matter

We draw the Trustees' attention to Note 10 on Page 13 of the Performance Report which describes events subsequent to year end and specifically the possible effects of the future implications of COVID-19 on in The Christchurch Civic Music Council National Concerto Trust Incorporated's future financial position and performance. In our view this issue is fundamental to users' understanding of the performance report. Our opinion is not modified in respect of this matter.

Trustees' Responsibility for the Performance Report

The Trustees are responsible for:

- a. identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- b. the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- c. for such internal control as the Trustees determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Trustees are responsible for assessing The Christchurch Civic Music Council National Concerto Trust Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate The Christchurch Civic Music Council National Concerto Trust Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

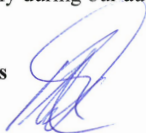
Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- ☐ Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ☐ Obtain an understanding of internal control relevant to the audit 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.
- ☐ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ☐ Conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on The Christchurch Civic Music Council National Concerto Trust Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause The Christchurch Civic Music Council National Concerto Trust Incorporated to cease to continue as a going concern.
- ☐ Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- ☐ Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Peter Davidson
Peter Davidson & Associates
Christchurch
11 September 2020





Officers of the Council

2019 - 2020

| | |
|--------------------------|---|
| Patron: | Her Worship the Mayor, Lianne Dalziel |
| President: | Margaret Austin CNZM |
| Vice President: | Michael O'Regan |
| Secretary: | Carmel Brown |
| Treasurer: | Cynthia King |
| Life Members: | Jean Rutherford QSM, Christina Sell-McLachlan, Wallace Woodley QSO and Howard Harvey. |
| Honorary Auditor: | Peter Davidson |
| Executive: | Margaret Austin CNZM (President), Michael O'Regan (Vice-President), Doris Barnard, Kate Husband, Jody Keehan, Lorraine Logan QSM, Denise Murfitt, Robert Tait, Celia Stewart MNZM (co-opted), Judith Bell (co-opted). |



Membership

Affiliated Organisations:

| | |
|--|--|
| Addington Brass | Garden City Orchestra |
| Apollo Musicum | Global Voices Inc. |
| Ara Institute of Canterbury (Jazz School) | Harmony Singers |
| Atlas Voices Trust | Harp Orchestra Christchurch |
| Arts Centre of Christchurch | IRMT of New Zealand (Christchurch Branch) |
| Burnside High School | Jubilate Singers |
| Canterbury Philharmonia Inc. | Music Education Canterbury |
| Canterbury Singers Inc. | Neerlandia Choir Christchurch Inc. |
| Canterbury/Westland Secondary Music Teachers Assn | Nut Point Centre |
| CBS Music (Cathedral of the Blessed Sacrament) | NZ Choral Federation Canterbury/West Coast Region |
| Cecilian Singers Inc. | NZ Opera |
| Chamber Music New Zealand (Christchurch Branch) | NZTrio |
| Christchurch Arts Festival | Resonance Ensemble |
| ChristChurch Cathedral Choir | Risingholme Orchestra |
| ChristChurch Cathedral Choir Society Inc. | Risingholme Singers |
| Christchurch City Choir | Royal School of Church Music New Zealand (Canterbury Branch) |
| Christchurch City Chorus of Sweet Adelines International | Schola Cantorum |
| Christchurch Competitions Society | Showbiz Christchurch |
| Christchurch Liedertafel Male Voice Choir Inc. | St. Albans Community Choir |
| Christchurch Organists' Association Inc. | South Brighton Voices |
| Christchurch School of Music | Sunday Classics Ltd (Christopher's Classics) |
| Christchurch School of Music Support Trust | The Knox Singers |
| Christchurch School's Music Festival Association Inc. | The Plainsmen |
| Christchurch Symphony Orchestra | University of Canterbury School of Music |
| Concerts for Christchurch Foundation Trust | Waimakariri Community Arts Council |
| Friends of the Christchurch Town Hall Organ Trust | Woolston Brass |

Associated Organisations:

New Zealand Symphony Orchestra

Local Bodies:

Christchurch City Council



CHRISTCHURCH CIVIC MUSIC COUNCIL
MUSIC CANTERBURY
SUPPORTING MUSIC & THE ARTS IN CHRISTCHURCH & THE CANTERBURY REGION

Thanks to our Sponsors:



The Robert and Barbara Stewart Charitable Trust

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CONTACT DETAILS
Carmel Brown (Secretary)

Telephone: (03)339-8885
(Please leave a message)

Email: secretary@musiccanterbury.co.nz

Check out our 2020/2021 event calendar
www.musiccanterbury.co.nz

Explanatory Expansions of Abbreviations

| | |
|--------|-----------------------------------|
| CSM | = Christchurch School of Music |
| CMNZ | = Chamber Music NZ |
| CSO | = Christchurch Symphony Orchestra |
| MEC | = Music Education Canterbury |
| RSCMNZ | = Royal School of Church Music NZ |

Refers to photographs displayed on the inside face of the front cover.

● = Co-opted