

Institute of Registered Music Teachers of New Zealand
Consolidated Performance Report
For the Year ended 31st March 2020

Institute of Registered Music Teachers of New Zealand

Contents

For the Year ended 31st March 2020

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Institute of Registered Music Teachers of New Zealand

Entity Information

For the Year ended 31st March 2020

Legal name of entity:	Institute of Registered Music Teachers of New Zealand
Other name of entity (if any):	IRMTNZ
Type of entity and legal basis (if any):	Registered Charity
Registration number:	CC26898

Entity's Purpose or Mission:

The Institute of Registered Music Teachers of New Zealand (IRMTNZ) is a professional organisation which supports music teachers by providing regular professional development opportunities and upholding standards of excellence in the teaching of the art of music. The IRMTNZ was constituted under the Music Teachers Act 1981. Its purposes are defined in Section 4 of the Act: to promote the general advancement of music teaching, and the acquisition and dissemination of knowledge and skills connected with music teaching; to protect the interests of music teachers in New Zealand; to protect and promote the interests of the public in relation to music teaching; to hold conferences on music teaching and related subjects; to publish a year book giving an account of the proceedings of the Institute, the names of persons currently registered under this Act and other such matters as may be of interest to members of the Institute; to grant prizes, scholarships and financial or other assistance to any person or organisation that may further the aims of the Institute; to administer the Helen Macgregor Tizard Benevolent Fund, previously administered by the Music Teachers Registration Board of New Zealand.

Entity Structure:

The IRMTNZ is a national body with 13 (2019: 14) branches and 1 sub branch distributed across New Zealand. The Southland branch went into recess at the end of the financial year.

The IRMTNZ is governed by the Music Teachers Act 1981 and the Rules of the Institute. The governing body of the Institute consists of 10 Council members, one of whom is the appointee of the Minister of Education to the Registration Board in terms of Section 14(2) of the Music Teachers Act. The remaining 9 Council members are Registered Members representing on the Council the five Districts as defined in the Rules, and are elected by ballot by the Registered Members of the Institute resident in the particular District which the Council member represents and in which the Council member must also reside. The proceedings and powers of the Council are set out in the Rules. Each branch has an elected Branch Committee responsible for running the affairs of the branches.

Main Sources of the Entity's Cash and Resources:

Revenue from members' annual subscriptions, conference income and interest income constitutes the main source of the IRMTNZ's cash and resources. In addition various grants and bequests, designated for specific or general purposes, have been received at both the National level and by individual Branches from time to time.

Main Methods Used by the Entity to Raise Funds:

The Ritmico journal is published in hard copy once a year and Ritmico Online newsletters published online every 6-8 weeks, and advertising in the hard copy journal and online is sold by a contracted professional. There are no other active fundraising activities at present. Various events at branch and national level such as educational seminars, masterclasses and competitions, as well as a national annual conference are held during the year. Costs of these are generally met from charges made to member and non-member participants.

Note: This information should be read in conjunction with the Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Entity Information

For the Year ended 31st March 2020

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

The IRMTNZ is heavily reliant on volunteers. The Council members and branch Committees work on a volunteer basis with some officers being paid a modest branch secretarial fee. At the national level, professional services, in the form of a part time Registrar, part time Teacher Training Course Coordinator, Ritmico Journal Editor and printer and Communications co-ordinator are engaged on a contract basis. In addition, the IRMTNZ is undergoing a strategic plan implementation exercise and has contracted the Government Nominee to facilitate and coordinate activities related to this.

Contact Details:

Postal Address:

PO Box 4122
Christchurch 8140

Email / Website:

registrar@irmt.org.nz / www.irmt.org.nz

Note: This information should be read in conjunction with the Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Service Performance

For the Year ended 31st March 2020

Describe the Entity's Outcomes:

- to hold a national Annual Conference or event and regular branch networking and professional development events.
- to provide IRMTNZ Teacher Training courses as educational offerings for members and non members.
- to offer scholarships to pupils of members and opportunities for performance and music making.
- to produce the journal "Ritmico" and regular online newsletters "Ritmico Online"
- to provide newsletters at branch level for branch members.
- to encourage new members to register and ensure appropriate standards through the Registration Application process.
- through the Helen MacGregor Tizard and Lilian Smith funds, to offer financial assistance to registered members and their pupils to attend professional development events to acquire and disseminate music teaching skills.

Describe the Entity's Outputs:

	This Year	Last Year
Annual Conference Attendees	120	100
Number of Professional Development (PD)/ educational events - branches	72	44
Teacher Training Course participants - in progress	11	18
Teacher Training Course participants - graduated	19	9
Number of student competition awards	343	310
Number of scholarships given	33	70
Number of branch newsletters	58	70
Proportion of members who belong to local branch	65%	75%
New members this year	33	37
Number of grants for PD and skills development to members/pupils - national level	1	2
Number of hardship grants awarded to members - national level	0	1
Percentage of members with postgraduate qualifications in music and teaching (Doctorates; Masters; Fellowships; Postgraduate Certificates and Diplomas)	20%	22%
Percentage of members with Bachelor / degree equivalent qualifications (Bachelor degree; graduate, licentiate, or associate diplomas; Suzuki; other advanced certificates and diplomas)	98%	96%

Note: This information should be read in conjunction with the Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Service Performance

For the Year ended 31st March 2020

Additional Information

- a IRMTNZ is the only music teaching organisation that was set up by an Act of Parliament (Music Teachers Act 1981). No other organisation can match the size and extent of its footprint in New Zealand in the teaching of music-making. The IRMTNZ's members hold over 2,000 tertiary qualifications in music and other subjects and collectively have over 17,000 years of teaching experience. Members teach a full range of orchestral and other instruments, including voice; teach from beginner up to degree level and are actively involved in musical activities within their communities. Members teach pupils both within the school system and privately. These pupils will proceed to: further training and entering the professional world of performance music (locally, nationally, internationally); training as music teachers working in the school system and contributing to community music activities of every kind
- b The IRMTNZ holds an Annual Conference every year at which attendance is usually 100-120 members representing approximately 10-15% of the membership. This comprises multiple days with lectures, seminars, masterclasses and evening performances to which members and non members are welcome to attend. This year the annual conference was held in Auckland in the latter part of January 2020 and hosted by the Auckland Branch in conjunction with the national body. Conferences have an impact on far more than the attendees: reports of conference, which also provide publicity for the host city and venue, are published in the 'Ritmico Online' regular online newsletters and in the hard copy "Ritmico" journal produced in November and sent to all members and subscribers.
- c A Continuous Professional Development (CPD) schedule is updated every year with the number of "points" awarded for attending professional development and educational events (both IRMTNZ and other) that are held throughout the country by branches. This encourages members to actively pursue CPD, and to receive a certificate at the end of the year if they have gained enough CPD points to qualify for "Gold"; "Silver" or "Bronze". Members who are active in their branch and community can apply for "Leading Associate" status and maintain this status depending on their continuous professional development. There are regular IRMTNZ events held by all branches which are advertised on the website; these events are open to non members to attend.
- d The IRMTNZ has developed Teacher Training Courses at Foundation, Intermediate and Advanced level, for music teachers which are open to members and non members. The IRMTNZ developed a new course, the Teacher Education Refresh Course (TER), for music teachers who need to renew their Provisional Practicing Certificate with the Teaching Council. The TER became available to teachers from 1 January 2017 and is funded by the Ministry of Education for participants. Further information on all these courses can be found on our website www.learnmusicnz.org.nz. The IRMTNZ is currently undertaking a project to develop an NZQA-recognised diploma qualification
- e Various branches offer scholarships to students of members and/or organise competitions such as the Young Musician of the Year to encourage young people to develop musical skills and experience in performance.
- f "Ritmico" is the flagship journal of the IRMTNZ with one hard-copy journal in October/November and regular "Ritmico Online" newsletters approximately every 6 weeks produced. Each member receives the hard copy issue as well as being emailed the online newsletters as part of their membership subscription. There are a small number of non member subscribers which consist of nationwide libraries as well as one overseas-based performer. Branches produce their own (usually monthly) newsletters to inform members of local events and news.
- g IRMTNZ membership is at a national level, with additional branch membership of the local branch being optional. Branches provide regular networking and professional development events for the local branch members and play an important role in mentoring new and aspiring members. The proportion of national members belonging to a local branch varies from region to region with some branches having 90% of members from the national membership in their area and others only 60%.
- h IRMTNZ events benefit hundreds of members by attendance at professional development events, reading reports and networking. These benefits transfer to thousands of students at all ages (who are the pupils of the members), from early childhood to tertiary level throughout New Zealand .

Note: This information should be read in conjunction with the Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Statement of Financial Performance

For the Year ended 31st March 2020

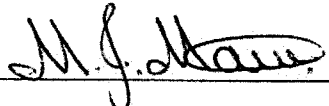
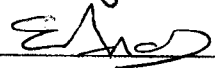
	<i>Note</i>	<i>Parent 2020 \$</i>	<i>Group 2020 \$</i>	<i>Parent 2019 \$</i>	<i>Group 2019 \$</i>
REVENUE					
Grants & Contracts	2	10,000	13,450	12,850	22,750
Membership and Registration Fees	2	87,110	112,480	77,195	103,517
Donation Income	2	-	8,623	385	21,385
Revenue from activities providing services and products	2	11,867	133,969	24,083	141,103
Investment Income	2	5,919	28,560	8,353	37,928
Other Income	2	-	23,102	-	-
Total Revenue		<u>114,896</u>	<u>320,184</u>	<u>122,866</u>	<u>326,683</u>
Less Expenses					
Employment related	3	63,794	88,454	56,254	80,964
Costs related to activities providing products and services	3	34,682	195,765	61,658	200,768
Grants given	3	285	3,438	2,450	5,804
Other expenses	3	32,821	49,250	38,855	56,163
Total Expenses		<u>131,582</u>	<u>336,907</u>	<u>159,217</u>	<u>343,699</u>
Net Surplus / (Deficit)		<u>(16,686)</u>	<u>(16,723)</u>	<u>(36,351)</u>	<u>(17,016)</u>

Note: These Financial Statements are to be read in conjunction with the accompanying Accounting policies, notes and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Statement of Financial Position

As at 31 March 2020

		Parent 2020 \$	Group 2020 \$	Parent 2019 \$	Group 2019 \$
CURRENT ASSETS					
	Note				
Current Bank Accounts	4	254,928	373,975	25,553	167,078
Petty Cash		-	454	-	506
Accounts Receivable		542	902	8,039	2,735
Accrued Interest		-	4,519	-	4,936
Prepayments		-	630	-	-
GST Receivable		5,787	5,787	6,914	6,914
Term Investments	5	-	702,445	237,000	914,339
Total Current Assets		261,257	1,088,712	277,506	1,096,508
NON-CURRENT ASSETS					
Fixed Assets per Schedule	7	2,185	25,945	3,643	36,950
Total Non-Current Assets		2,185	25,945	3,643	36,950
TOTAL ASSETS		263,442	1,114,657	281,149	1,133,458
CURRENT LIABILITIES					
Accounts Payable & Accruals		7,792	8,325	13,272	14,454
Employee related Payables		6,367	6,367	1,978	1,978
M-ship/Sub Income in Advance		620	675	550	950
Grants Received in Advance		-	-	-	1,873
Scholarship Fund		-	-	-	27,241
Conference Fund		-	-	-	18,695
Total Current Liabilities		14,779	15,367	15,800	65,191
NET ASSETS		248,663	1,099,290	265,349	1,068,267
Represented by:					
EQUITY					
TOTAL EQUITY		248,663	1,099,290	265,349	1,068,267
On behalf of the Council:					
					
		President			
					
		Registrar			
29 SEPTEMBER 2020					
		Date			

Note: These Financial Statements are to be read in conjunction with the accompanying Accounting policies, notes and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Statement of Cashflows

As at 31 March 2020

	<i>Parent</i> 2020 \$	<i>Group</i> 2020 \$	<i>Parent</i> 2019 \$	<i>Group</i> 2019 \$
Cash Flows from Operating Activities				
Cash was received from:				
Donations, fundraising, grant income and other similar receipts	10,000	21,320	13,235	44,489
Fees, subscriptions and other receipts from members	87,180	112,580	77,195	113,665
Receipts from providing goods or services	19,364	140,948	20,994	127,552
Interest, dividends and other investment receipts	5,919	30,031	8,353	38,699
Other Income	-	-	-	-
Net GST	1,127	1,127	(1,769)	(1,769)
Cash was applied to:				
Payments to suppliers and contractors	(130,930)	(338,481)	(166,762)	(332,511)
Donations or grants paid	(285)	(3,607)	(2,450)	(12,565)
Net Cash Flows from Operating Activities	(7,625)	(36,082)	(51,204)	(22,440)
Cash flows from Investing and Financing Activities				
Cash was received from:				
Receipts from the sale of investments	237,000	291,121	-	27,032
Receipts from the sale of plant and equipment	-	29,020	-	-
Cash was applied to:				
Payments to purchase investments	-	(77,214)	-	(22,812)
	237,000	242,927	-	4,220
Net Increase / (Decrease) in Cash	229,375	206,845	(51,204)	(18,220)
Opening Cash	25,553	167,584	76,757	185,804
Closing Cash	254,928	374,429	25,553	167,584

Note: These Financial Statements are to be read in conjunction with the accompanying Accounting policies, notes and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

1. STATEMENT OF ACCOUNTING POLICIES

Reporting Entity

This is the consolidated Performance Report of the Institute of Registered Music Teachers of New Zealand (the Institute). The Institute comprises of the Parent entity, being National Office and its two bequest funds (Helen MacGregor Tizard Fund and Lilian Smith Fund), 12 branches and 2 sub-branches around New Zealand (together the Group entity). The Institute is constituted under the Music Teachers Act 1981. It is a Public Benefit Entity, which is registered as a charity under the Charities Act 2005.

Basis of Preparation

The Institute of Registered Music Teachers of New Zealand and its branches (The Group) 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.

Basis of Consolidation

The consolidated Performance Report is prepared by combining the financial statements of National Office, its bequest Funds and 12 local branches (being Northland, Auckland, Waikato, Rotorua, Bay of Plenty, Hawkes Bay, Taranaki, Wanganui, Manawatu, Wellington, Christchurch and Otago), and 2 sub-branches (being Ashburton and Southland).

Consistent accounting policies are used in the preparation and presentation of the consolidated Performance Report. In preparing the consolidated Performance Report, all inter-entity balances and transactions, and any unrealised profits arising within these transactions, have been eliminated in full.

Measurement Basis

These financial statements have been prepared on a historical cost basis unless otherwise stated.

Significant Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

(a) Revenue Recognition

(i) Conference revenue

Conference revenue accounting policy: Conference revenue is recognised in the period the conference is held. Conference revenue relating to the next financial year is treated as revenue received in advance.

(ii) Membership Fees

The Institute's Membership year is 1 April-31 March. Membership fee receipts that relate to the current financial year are recognised as revenue. Membership fee receipts for the following financial year are accounted for as Income Received in Advance.

Note: This statement should be read in conjunction with the Statement comprising the Performance Report, notes and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

1. STATEMENT OF ACCOUNTING POLICIES (Continued)

Revenue Recognition (continued)

(iii) Interest

Record as revenue as it is earned during the period.

(iv) Grants

Grants are recognized on receipt or invoice, however, in the case of grants that carry conditions, revenue recognition occurs when these conditions have been met.

An income received in advance is raised to the extent to which conditions have not been met.

(v) Donations

Donations are recognized on receipt or invoice, however, in the case of donations that carry conditions, revenue recognition occurs when these conditions have been met.

An income received in advance is raised to the extent to which conditions have not been met.

(b) Income Tax

The Institute is registered as a charity under the Charities Act 2005 and has an income tax exemption on the grounds of charitable purpose under Section CW41 of the Income Tax Act 2007.

(c) Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise petty cash and bank balances (including short-term deposits) with original maturities of 90 days or less.

(d) Goods and Services Tax (GST)

The consolidated statement of financial performance has been prepared so that the revenue and expenditure of the National Body exclude GST, however the revenue and expenditure of the Branches include GST. This is because the National Office is registered for GST but the Branches are not.

All items in the statement of financial position are stated net of GST, with the exception of receivables and payables which include GST invoiced where applicable.

(d) Fixed Assets & Depreciation

Fixed assets are included at cost less accumulated depreciation. Depreciation has been calculated using rates permitted by the Income Tax Act 2007. The following depreciation rates have been applied:

Pianos & related accessories: 7.5% - 10% Diminishing Value & Straight Line

Office Equipment: 20 - 40% Diminishing Value

Website: 40% Diminishing Value

(e) Term Investments

Term investments are stated at cost and consist of deposits held with financial institutions.

Change in Accounting Policies

There have been no significant changes in accounting policies during the year.

Note: This Statement should be read in conjunction with the Statement comprising the Performance Report, notes and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

2. ANALYSIS OF INCOME

Revenue Item	Analysis	Parent 2020 \$	Group 2020 \$	Parent 2019 \$	Group 2019 \$
Grants & Contracts					
	Rotorua Energy Trust	-	1,500	-	1,500
	Other Grant Income	10,000	11,950	12,850	21,250
		<u>10,000</u>	<u>13,450</u>	<u>12,850</u>	<u>22,750</u>
Membership Fees	Membership & Registration	87,110	112,480	77,195	103,517
		<u>87,110</u>	<u>112,480</u>	<u>77,195</u>	<u>103,517</u>
Donation Income	Donations	-	8,623	385	21,385
	Fundraising Income	-	-	-	-
		<u>-</u>	<u>8,623</u>	<u>385</u>	<u>21,385</u>
Revenue from activities providing services and products	Conference	-	75,304	4,254	68,083
	Subscription & Sale of Year Book products	-	57	-	5
	Seminars/Concerts/Recitals/Workshops	-	21,381	-	23,540
	Festival	-	3,180	-	2,485
	Master Classes	-	120	-	2,310
	Piano hire and related income	-	1,975	-	2,922
	Published Materials & Advertising	6,466	7,706	12,025	13,825
	Scholarship/Competitions	-	12,540	-	6,598
	Sponsorship	-	1,800	-	6,620
	Teacher Training Course Income	5,401	5,401	7,804	7,804
	Young Musician of the Year	-	2,563	-	3,460
	Other Income	-	1,942	-	3,451
		<u>11,867</u>	<u>133,969</u>	<u>24,083</u>	<u>141,103</u>
Investment Income	Interest Income	5,919	28,560	8,353	37,928
		<u>5,919</u>	<u>28,560</u>	<u>8,353</u>	<u>37,928</u>
Other Income	Gain on disposal of Fixed Assets	-	22,984	-	-
	Expenses Recovered	-	118	-	-
		<u>-</u>	<u>23,102</u>	<u>-</u>	<u>-</u>

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

3. ANALYSIS OF EXPENDITURE

Expenditure Item	Analysis	Parent	Group	Parent	Group
		2020	2020	2019	2019
		\$	\$	\$	\$
Contractor related	Registrar's Fees	43,714	43,714	42,345	42,345
	Communication Co-ord Fees	20,080	20,080	13,909	13,909
	Branch Secretarial Fees	-	24,360	-	14,710
	Honoraria	-	300	-	10,000
		<u>63,794</u>	<u>88,454</u>	<u>56,254</u>	<u>80,964</u>
Costs related to activities providing services and products	Adjudicators	-	3,080	-	2,819
	Catering	-	808	-	391
	Communications expenses	2,736	2,736	5,472	5,472
	Conferences	-	83,375	1,648	66,867
	Course Costs	9,384	9,384	11,963	11,963
	Gifts / Vouchers	-	1,882	-	1,844
	Journal / Newsletter	16,124	16,515	30,298	31,064
	Master Classes	-	-	-	475
	Piano	-	1,318	-	1,410
	Postage, Printing & Telephone	816	3,028	1,286	5,855
	Presenter/Tutor fees	-	500	-	4,484
	PRISM Expenses	-	-	2,465	2,465
	Prizes and Presentations	-	11,759	-	13,055
	Promotional and Educational	5,256	6,253	8,164	10,242
	Scholarship/Competition	-	13,650	-	12,932
	Seminars/Concerts/Recitals/Workshops	-	16,803	-	12,147
	Sponsorship	-	600	-	325
	Travel Expenses	-	2,308	-	658
	Trophies amd Engraving	-	228	-	218
	Venue Hire/rental	-	11,625	-	7,006
	Young Musician of the Year	-	7,083	-	7,100
	Other Expenses	366	2,830	362	1,976
		<u>34,682</u>	<u>195,765</u>	<u>61,658</u>	<u>200,768</u>
Grants Given	Grants Given	285	1,035	2,450	3,010
	Donations/Presentations	-	2,403	-	2,794
		<u>285</u>	<u>3,438</u>	<u>2,450</u>	<u>5,804</u>
Other Expenses	Accountancy Fees	2,140	2,140	1,875	3,978
	Advertising	-	1,461	-	653
	AGM	-	451	-	544
	Audit / Review Fees	5,440	11,211	5,320	8,946
	Bank Fees & Charges	182	762	140	633
	Council, Board & Committee Meetings	17,424	17,424	15,514	16,925
	Depreciation	1,458	4,562	2,429	5,860
	Insurance	-	2,232	-	2,254
	Internet Charges	272	351	272	345
	Legal Fees	950	950	500	500
	Loss/(Gain) on Disposal of Fas	-	407	-	-
	Sundry Expenses	1,125	3,469	702	3,422
	Website and IT related Costs	3,830	3,830	12,103	12,103
			<u>32,821</u>	<u>49,250</u>	<u>38,855</u>

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

4. BANK ACCOUNTS

	Parent 2020 \$	Group 2020 \$	Parent 2019 \$	Group 2019 \$
IRMT ANZ Cheque 00 Account	1,131	1,131	1,303	1,303
IRMT ANZ Savings 25 Account	14,205	14,205	286	286
IRMT Christie Fund ANZ 55 Account	4,394	4,394	8,689	8,689
IRMT Tizard Bequest ANZ 33 Account	152,609	152,609	5,630	5,630
IRMT Lilian Smith ANZ 44 Savings Account	82,589	82,589	9,645	9,645
Ashburton Heartland Account	-	513	-	513
Ashburton Savings Account	-	64	-	64
Auckland Current ANZ 00 Account	-	12,489	-	12,916
Auckland Reserve Funds ANZ 01 Account	-	19,989	-	20,846
Bay of Plenty Cheque 00 Account	-	313	-	1,470
Bay of Plenty Savings Account	-	2,896	-	2,695
Christchurch ANZ Bank Current Account	-	154	-	251
Christchurch ANZ Bank Unit A Course Account	-	13	-	13
Christchurch ANZ Serious Saver Account	-	-	-	-
Christchurch Westpac Everyday Account	-	11,359	-	2,728
Christchurch Westpac Bonus Saver Account	-	10,948	-	10,540
Chch Westpac R Chandler Memorial Scholarship 00 account	-	299	-	248
Chch Westpac R Chandler Memorial Scholarship 50 account	-	12,964	-	13,187
Hawkes Bay Westpac Cheque 00 Account	-	1,361	-	2,586
Hawkes Bay Westpac Savings Account	-	-	-	49
Hawkes Bay ASB Savings Scholarship Account	-	4,772	-	4,728
Hawkes Bay BNZ Account	-	7,023	-	6,741
Manawatu ANZ 00 Account	-	1,068	-	2,010
Manawatu ANZ 02 Account	-	488	-	553
Manawatu ANZ Serious Saver 50 Account	-	7,256	-	4,929
Northland ASB Cheque 00 Account	-	4,218	-	169
Otago ANZ Cheque 00 Account	-	5,313	-	1,490
Otago ANZ Cheque 01 Account (Conference)	-	-	-	19,583
Otago ANZ Business Call Account	-	-	-	10,546
Rotorua Westpac Cheque 00 Account	-	2,121	-	1,982
Rotorua Westpac Scholarship Account	-	3,962	-	4,026
Southland Westpac Cheque 00 Account	-	2,690	-	433
Taranaki TSB Cheque 00 Account	-	1,542	-	5,188
Taranaki El Dowling Trust Fund General Account	-	-	-	173
Waikato BNZ Cheque 00 Account	-	429	-	1,885
Waikato BNZ Prof Development General Account	-	1,140	-	1,139
Waikato BNZ Prof Development Dunbar Account	-	68	-	232
Wanganui Cheque 00 Account	-	833	-	1,273
Wellington ANZ Cheque Account	-	452	-	892
Wellington ANZ Savings Accounts	-	2,446	-	5,447
	<u>254,928</u>	<u>373,975</u>	<u>25,553</u>	<u>167,078</u>

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report

For the Year ended 31st March 2020

5. INVESTMENTS	Parent	Group	Parent	Group
	2020	2020	2019	2019
	\$	\$	\$	\$
IRMT ANZ 1057 Judith Clark Bequest	-	-	20,000	20,000
IRMT ANZ TD 1064 Helen MacGregor Tizard Bequest	-	-	145,000	145,000
IRMT ANZ TD 1055 Lilian Smith Bequest	-	-	72,000	72,000
Auckland Scholarship Fund 1037	-	58,500	-	58,500
Auckland M Doone Fund 1022	-	14,500	-	17,500
Auckland Piano Fund 1042	-	33,918	-	32,781
Auckland Seminar Fund 1031	-	10,000	-	10,000
Auckland Conference Fund 1035	-	-	-	16,167
Auckland Thelma Goron Fund 1033	-	79,145	-	79,145
Christchurch UDC Finance 1	-	-	-	5,000
Christchurch SBS Bank	-	-	-	20,266
Christchurch ANZ Term Deposit	-	14,237	-	14,237
ChCh ANZ Term Deposit Richard Chandler Scholarship	-	15,000	-	15,000
ChCh ANZ Term Deposit 1000	-	25,109	-	25,109
ChCh Westpac TD 001	-	15,228	-	-
ChCh Westpac TD 002	-	10,152	-	-
ChCh Westpac TD 003	-	20,280	-	-
Hawkes Bay ASB 087	-	10,235	-	9,894
Hawkes Bay ASB 072	-	35,365	-	35,365
Manawatu ANZ Term Deposit 1	-	35,000	-	35,000
Manawatu ANZ Term Deposit 2	-	20,000	-	20,000
Manawatu ANZ Term Deposit 3	-	11,000	-	11,000
Manawatu ANZ Term Deposit 4	-	11,000	-	11,000
Northland ASB Term Deposit 73	-	-	-	5,092
Northland ASB Term Deposit 78	-	3,090	-	3,060
Otago ANZ Term Deposit 1000	-	14,000	-	14,000
Otago ANZ Term Deposit 1005	-	10,000	-	-
Otago ANZ Term Deposit 1006	-	10,000	-	-
Rotorua ANZ Term Deposit	-	31,000	-	31,000
Southland SBS Term Deposit	-	-	-	2,352
Taranaki TSB Investment	-	10,500	-	7,190
Taranaki TSB investment - Evelyn Dowling Trust	-	-	-	1,700
Waikato BNZ Term Deposit H Cook	-	13,077	-	13,413
Waikato BNZ Term Deposit B Scott	-	6,001	-	6,156
Waikato BNZ Term Deposit Wellington Sisters	-	6,197	-	6,356
Waikato BNZ Term Deposit E Colbert	-	2,335	-	2,395
Waikato BNZ Term Deposit (Conference)	-	19,971	-	19,295
Waikato BNZ Term Deposit - B Dunbar	-	5,175	-	5,000
Waikato BNZ Term Deposit - B Pullon	-	4,700	-	-
Wanganui Term Deposit	-	7,330	-	7,138
Wellington ANZ Term Deposits 1000	-	28,500	-	28,500
Wellington ANZ Term Deposits 1003	-	16,927	-	16,373
Wellington ANZ Term Deposits 1006	-	11,416	-	11,416
Wellington ANZ Term Deposits 1009	-	7,046	-	6,908
Wellington ANZ Term Deposits 1010	-	24,145	-	23,387
Wellington SBS Term Deposit	-	52,366	-	50,644
Total Investments	-	702,445	237,000	914,339

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report

For the Year ended 31st March 2020

6. CHANGES IN ACCUMULATED FUNDS	Parent	Group	Parent	Group
This Year	2020	2020	2019	2019
	\$	\$	\$	\$
Opening Balance	265,349	1,068,267	301,700	1,086,172
Surplus / (Deficit)	(16,686)	(16,723)	(36,351)	(17,016)
Transfer to / (from) Liability Funds	-	45,047	-	(889)
Prior Period entry	-	2,699	-	-
Closing Balance	<u>248,663</u>	<u>1,099,290</u>	<u>265,349</u>	<u>1,068,267</u>

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report

For the Year ended 31st March 2020

7. FIXED ASSETS						
	This Year	Opening Carrying Amount	Purchases	Sales / Disposals	Current Year Depreciation	Closing Carrying Amount
Parent						
2020						
Equipment		3,643	-	-	1,458	2,185
TOTAL		3,643	-	-	1,458	2,185
Group						
2020						
Equipment		36,950	-	6,443	4,562	25,945
TOTAL		36,950	-	6,443	4,562	25,945
Parent	Last Year	Opening Carrying Amount	Purchases	Sales / Disposals	Current Year Depreciation	Closing Carrying Amount
2019						
Equipment		6,072	-	-	2,429	3,643
TOTAL		6,072	-	-	2,429	3,643
Group						
2019						
Equipment		42,810	-	-	5,860	36,950
TOTAL		42,810	-	-	5,860	36,950

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

Institute of Registered Music Teachers of New Zealand

Notes to the Performance Report For the Year ended 31st March 2020

8. COMMITMENTS

There were no commitments as at balance date (Last Year: Nil).

9. CONTINGENT LIABILITIES AND GUARANTEES

There were no contingent liabilities or guarantees as at balance date (Last Year: Nil).

10. RELATED PARTY TRANSACTIONS

Description of Related Party Relationship	Description of Transaction	This Year		Last Year	
		Current Year \$ Value	Current Year \$ Outstanding	Current Year \$ Value	Current Year \$ Outstanding
Committee Members: Otago (Last Year: Hawkes Bay, Manawatu, Waikato, Wellington, Otago Christchurch, Southland)	Honoraria	300	-	10,000	-
Committee Members: Hawkes Bay, Manawatu, Southland, Wellington	Branch Secretarial Fees paid to Council members	6,550	-	-	-

11. EVENTS AFTER BALANCE DATE

There were no events that have occurred after balance date that would have a material impact on the Performance report.

12. ABILITY TO CONTINUE OPERATING

The Institute has a strong net asset position. The Institute has sufficient resources in the form of Term Deposits to cover expenses for the period ending 31 March 2021 in the event of a lack of support from members.

The Institute will continue to operate for the foreseeable future.

The Covid 19 global pandemic has not had a material impact on the the Institute.

Note: These notes should be read in conjunction with the Statements comprising the Performance Report and Independent Auditor's Report

INDEPENDENT AUDITOR'S REPORT

To the Members of the Institute of Registered Music Teachers of New Zealand

Report on the Audit of the Performance Report

Opinion

We have audited the performance report of the Institute of Registered Music Teachers of New Zealand, which comprises the statement of financial position, and entity information as at 31 March 2020, and the statement of financial performance, statement of cash flows, and statement of service performance for the year then ended, and notes to the performance report, including a summary of significant accounting policies.

In our opinion,

- 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 presents fairly, in all material respects:
 - The entity information as at 31 March 2020;
 - The service performance for the year then ended; and
 - The financial position of Institute of Registered Music Teachers of New Zealand as at 31 March 2020, and its financial performance and cash flows for the year then ended

in accordance with Public Benefit Entity Simple Reporting – Accrual (Not-for-profit) issued by the New Zealand Accounting Standards Board

This report is made solely to the Council, as a body. Our audit work has been undertaken so that we might state to the Council those matters which we are required to state to them in the 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 Council, for our audit procedures, for this report, or for the conclusion we have formed.

Basis for Opinion

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) (ISAs (NZ)), 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). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report.

We are independent of the Incorporation 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 opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the Incorporation.

Other Matter

The financial statements of the Institute of Registered Music Teachers of New Zealand for the year ended 31 March 2019 were audited by another auditor who expressed a modified opinion on those statements on 30 September 2019. The reason for the modification was that common with similar organisations, control over cash transactions prior to them being recorded is limited, and there were no satisfactory audit procedures that could be performed to confirm independently that all cash income was properly recorded.

Councils' Responsibilities for the Performance Report

The Council is responsible on behalf of the Institute of Registered Music Teachers of New Zealand 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 Reporting – Accrual (Not-for-profit) issued by the New Zealand Accounting Standards Board, and

- (c) for such internal control as the Council determines is necessary to enable the preparation of performance report that are free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Council is responsible, on behalf the Institute of Registered Music Teachers of New Zealand, for assessing the Incorporation'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 Council either intend to liquidate the Incorporation or 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 as a whole are 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) 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 these performance report.

As part of an audit in accordance with ISAs (NZ), 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 Incorporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Council and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Incorporation'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 Incorporation 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 represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Council 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.

We also provide the Council with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

The engagement partner on the audit resulting in this independent auditor's report is Dawn Alexander.

PKF Goldsmith Fox Audit.

Christchurch, New Zealand

29 September 2020