

Entity Name:
Performance Report
For the year ended:

Contents

	Page
Non-Financial information:	
Entity Information	1
Statement of Service Performance	4
Financial Information:	
Statement of Financial Performance	6
Statement of Financial Position	7
Statement of Cash Flows	9
Statement of Accounting Policies	10
Notes to the Performance Report	12
Auditor's Report	

Entity Name:
Entity Information
"Who are we?", "Why do we exist?"
For the year ended:

Legal Name of Entity:*

Other Name of Entity (if any):

Type of Entity and Legal Basis (if any):*

Registration Number:

Entity's Purpose or Mission: *

Entity Structure: *

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

Additional Information: *

General Description of the Entity's Outputs* (If no Statement of Service Performance prepared)

--


Contact details


Physical Address	
------------------	--

Postal Address	
----------------	--

Phone/Fax	
-----------	--

Email/Website	
---------------	--

	
-------------------------------------------------------------------------------------	--

	
-------------------------------------------------------------------------------------	--

**Entity Name: Statement of
Service Performance "What did we
do?", When did we do it?"
For the year ended:**

Description of the Entity's Outcomes*:

	Actual*	Budget	Actual*
Description of the Entity's Outputs, Measures of Quantity and Quality (to the extent practicable), and Measures of the Timeliness of Delivery (if this is important):*	This Year	This Year	Last Year

Additional Output Measures:

Additional Information:

Entity Name:
Statement of Financial Performance
"How was it funded?" and "What did it cost?"
For the year ended:

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Revenue				
Funding from central or local government*				
Revenue from non-governmental sources for providing goods or services*				
Donations, fundraising and other similar revenue*				
Interest, dividends and other investment revenue*				
Other revenue				
Total Revenue*				
Expenses				
Employee related costs*				
Costs related to providing goods or services*				
Expenses related to fundraising*				
Other expenses				
Total Expenses*				
Surplus/(Deficit) for the Year*				

Entity Name

Statement of Financial Position

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

As at year ended:

	Note	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Assets				
Current Assets				
Bank accounts and cash*				
Debtors and prepayments*				
Inventory*				
Other current assets				
Total Current Assets				
Non-Current Assets				
Property, plant and equipment*				
Investments*				
Other non-current assets				
Total Non-Current Assets				
Total Assets*				
Liabilities				
Current Liabilities				
Bank overdraft*				
Creditors and accrued expenses*				
Employee costs payable*				
Unused donations, grants and government funding				
Other current liabilities				
Total Current Liabilities				
Non-Current Liabilities				
Loans*				
Other non-current liabilities				
Total Non-Current liabilities				
Total Liabilities*				
Total Assets less Total Liabilities (Net Assets)*				
Accumulated Funds				
Capital contributed by owners*				
Accumulated surpluses or (deficits)*				
Reserves*				
Total Accumulated Funds*				

This performance report has been approved by the _____,
for and on behalf of _____:

Date _____

Date _____

Signature _____

Signature _____

Name _____

Name _____

Position _____

Position _____

Entity Name:
Statement of Cash Flows
"How the entity has received and used cash"
For the year ended:

	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Cash Flows from Operating Activities*			
Cash was received from:			
Funding from central or local government*			
Receipts from non-governmental sources for providing goods or services*			
Donations, fundraising and other similar receipts*			
Interest, dividends and other investment receipts*			
Net GST			
Cash was applied to:			
Payments to suppliers and employees*			
Net Cash Flows from Operating Activities*			
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*			
Cash was applied to:			
Payments to acquire property, plant and equipment*			
Payments to purchase investments*			
Repayments of loans borrowed from other parties*			
Capital repaid to owners*			
Net Cash Flows from Investing and Financing Activities*			
Net Increase / (Decrease) in Cash*			
Opening Cash*			
Closing Cash*			
This is represented by:			
Bank Accounts and Cash*			

Entity Name:

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended:

Basis of Preparation*

The entity has elected to apply PBE SFR-A (PS) *Public Benefit Entity Simple Format Reporting - Accrual (Public Sector)* 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.

OR (Delete one not applicable to the entity)

Goods and Services Tax (GST)*

The entity is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

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.

Specific Accounting Policy:*

Specific Accounting Policy:*

Tier 2 PBE Accounting Standards Applied (if any)*

Changes in Accounting Policies*

There have been no changes in accounting policies during the financial year (last year - nil)

OR (Delete one not applicable to the entity)

Changes in Accounting Policies*

Entity Name:
Notes to the Performance Report
For the year ended:

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Funding from central or local government			
	Total		

Revenue Item	Analysis	This Year \$	Last Year \$
Revenue from non-governmental sources for providing goods or services			
	Total		

Revenue Item	Analysis	This Year \$	Last Year \$
Donations, fundraising and other similar revenue			
	Total		

Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue			
Total			

Revenue Item	Analysis	This Year \$	Last Year \$
Other revenue			
Total			

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Employee related costs			
Total			

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services			
Total			

Expense Item	Analysis	This Year \$	Last Year \$
Expenses related to fundraising			
Total			

Expense Item	Analysis	This Year \$	Last Year \$
Other expenses			
Total			

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash			
Total			

Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments			
Total			

Asset Item	Analysis	This Year	Last Year
		\$	\$
Inventory			
	Total		

Asset Item	Analysis	This Year	Last Year
		\$	\$
Other current assets			
	Total		

Asset Item	Analysis	This Year	Last Year
		\$	\$
Investments			
	Total		

Asset Item	Analysis	This Year	Last Year
		\$	\$
Other non-current assets			
	Total		

Liability Item	Analysis	This Year	Last Year
		\$	\$
Creditors and accrued expenses			
	Total		

Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable			
Total			

Liability Item	Analysis	This Year \$	Last Year \$
Unused donations and grants with conditions			
Total			

Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities			
Total			

Liability Item	Analysis	This Year \$	Last Year \$
Loans			
Total			

Liability Item	Analysis	This Year \$	Last Year \$
Other non-current liabilities			
Total			

Note 4 : Property, Plant and Equipment

This Year						Current Valuation*	Source and Date of Valuation*
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*		
Land*							
Buildings*							
Motor Vehicles*							
Furniture and fixtures*							
Office equipment*							
Computers (including software)*							
Machinery*							
Heritage assets							
Total							

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*					
Buildings*					
Motor Vehicles*					
Furniture and fixtures*					
Office equipment*					
Computers (including software)*					
Machinery*					
Heritage assets					
Total					

Significant Donated Assets Recorded - Source and Date of Valuation*

Significant Donated Assets - Not Recorded*

Note 5: Accumulated Funds

This Year				
Description*	Capital Contributed by Owners*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance				
Capital contributed by owners *				
Capital returned to owners				
Surplus/(Deficit)*				
Distributions paid to owners *				
Transfer to Reserves*				
Transfer from Reserves*				
Closing Balance				

Last Year				
Description*	Capital Contributed by Owners*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance				
Capital contributed by owners *				
Capital returned to owners *				
Surplus/(Deficit)*				
Distributions paid to owners *				
Transfer to Reserves*				
Transfer from Reserves*				
Closing Balance				

Breakdown of Reserves		Actual*	Actual*
Name*	Nature and Purpose*	This Year	Last Year
		\$	\$
	Total		

Note 6 : Commitments and Contingencies

Commitment*	Explanation and Timing*	At balance date	At balance date
		This Year*	Last Year*
		\$	\$
Commitments to lease or rent assets*			
Commitment to purchase property, plant and equipment*			
Commitments to provide loans or grants*			

OR (Delete one not applicable to the entity)

Commitments

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

Contingency*	Explanation*	At balance date	At balance date
		This Year*	Last Year*
		\$	\$
Contingent liability*			
Guarantees provided*			

OR (Delete one not applicable to the entity)

Contingent Liabilities and Guarantees

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

Notes 7-12

Note 7: Other

Revenue with Conditions which have not been Recorded as a Liability*

Description*	Original Amt*	Not Fulfilled Amt*	Purpose and Nature of the Condition(s)*

Goods or Services Provided to the Entity in Kind*

Description*	Amount*

Assets Used as Security for Liabilities*

Nature and Amount of Borrowing*	Nature and Amount of Asset Used as Security*

Note 8: Assets Held on Behalf of Others*

Description of the Assets Held*	Name of Entity of Whose Behalf Assets are Held*

Note 9: Related Party Transactions*

Description of Related Party Relationship*	Description of the Transaction (whether in cash or amount in kind)*	This Year	Last Year
		\$	\$
		Value of Transactions*	Value of Transactions*

This Year	Last Year
\$	\$
Amount Outstanding*	Amount Outstanding*

OR (Delete one not applicable to the entity)

Related Party Disclosures:

There were no transactions involving related parties during the financial year. (Last Year - Nil)

Note 10: Events After the Balance Date*

This Year		
Nature of Event*	Estimate of Financial Effect*	Effect, if any on the entity's ability to continue operating*

OR (Delete one not applicable to the entity)

Events After the Balance Date:

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)

Note 11: Ability to Continue Operating*

Note 12: Correction of Errors*

Additional Information