

Business East Tamaki Incorporated
Performance Report
For the year ended
30th June 2023

Full name of organisation

Business East Tamaki Incorporated

For the year ended

30 June 2023

Business East Tamaki Incorporated

Performance Report

For the year ended
30 June 2023

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Business East Tamaki Incorporated

Entity Information

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

For the year ended
30 June 2023

Legal Name of Entity:	Business East Tamaki Incorporated
Other Name of Entity (if any):	Business East Tamaki
Type of Entity and Legal Basis (if any):	Incorporated Society
Registration Number:	639532

Entity's Purpose or Mission:

The Association's purpose is to advocate for the commercial interests of business and property owners in the economic development of the area; to foster and promote generally the welfare of the business community by providing a conduit to business support and networking; to enhance the safety and security of East Tamaki to drive business attraction and employment growth; and to capitalise on the unique assets and profile of East Tamaki as a means of establishing an identity and positioning for the area as a great place to do business.

Entity Structure:

Business East Tamaki is governed by an Executive Committee of nine East Tamaki business/property owner representatives elected on an annual basis. The Committee meets 11 times a year (monthly except for January). The Howick Local Board and Otara-Papatoetoe Local Board each have a representative on the Committee but under Business East Tamaki's constitution they do not have a vote. Business East Tamaki operates with an executive staff consisting of a General Manager, Operations Manager, Marketing Communications and Events Manager and an Administrator. The latter three positions report to the General Manager.

Main Sources of the Entity's Cash and Resources:

The main source of funding (approximately 84%) is from a targeted rate levied upon property owners within the Association's geographic boundary. This is collected by Auckland Council and returned in full to the Association for an agreed programme of work. Other funding sources are grants, sponsorship, advertising, associate membership fees and event/seminar income.

Main Methods Used by the Entity to Raise Funds:

Not applicable.

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

The Committee is made up of volunteers. BNZ Partners also provides their venue on occasions as an in kind sponsorship contribution.

Business East Tamaki Incorporated

Entity Information

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

For the year ended
30 June 2023

Additional Information:

Business East Tamaki (formerly the Greater East Tamaki Business Association) was founded in 1994 and operated for 15 years as a voluntary subscription based organisation. In 2009 business and property owners in the area voted to invest in improvements to enhance the local business environment and economic growth of the area by adopting the Business Improvement District programme, funded by the targeted rate collected by Auckland Council. In addition to members paying the targeted rate, Business East Tamaki allows for businesses from outside the area to apply for associate membership for a fee and subject to certain criteria. Associate members are not eligible to stand for the committee and do not have voting rights.

Contact details

Physical Address:	Level 1, 1 Sir William Avenue, East Tamaki
Postal Address:	PO Box 58260 Botany 2163
Phone/Fax:	09 273 6274
Email/Website:	www.businesset.org.nz

Business East Tamaki Incorporated

Statement of Service Performance

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

For the year ended
30 June 2023

Description of the entity's outcomes

1. Members interests regarding economic development and infrastructure plans are represented to the local authority, and where relevant to central government.
2. Members are provided with a conduit to business support, education and networking.
3. East Tamaki is a safe place to do business and members are vigilant about crime prevention.
4. East Tamaki is positioned as a significant economic contributor and a great place to do business.
5. Business East Tamaki demonstrates accountability in administering the targeted rate income.

Description and quantification (to the extent practicable) of the entity's outputs.

1. Advocacy

Business East Tamaki monitored Auckland Council and Local Board plans and changes, informed members of the potential impact on our local business precinct and made submissions and/or lobbied local and central government on the following:

- Submission to the Auckland Council Annual Budget Submission 2023/2024
- Submission on PC90 (Private): 8 Sparky Road, Otara

Business East Tamaki continues to work with associated stakeholders to advocate for the importance of investment in infrastructure improvements. Roading and transport continues to be a key focus and of particular note is the timely delivery of the Eastern Busway which once completed will stimulate the region's economic recovery.

As part of this project, the Business East Tamaki team met regularly with the Eastern Busway Alliance for stakeholder briefings and worked with the alliance to coordinate the relevant information events, communications and forums to ensure our property and business owners were represented.

Business East Tamaki continues to collaborate with a core group of the larger Business Associations to provide consistency of message and leverage the collective strength of all 50 Business Associations operating BID programmes across Auckland, to Auckland Council and Council Controlled Organisations (CCOs). Progress has been made towards improved engagement and more efficient communications with Council and its CCOs.

We responded to requests from local business owners seeking help with regulatory and infrastructure supply issues with Auckland Council. Common issues have included parking/business access issues, rubbish/tyre dumping, lighting outages, and graffiti.

2. Leadership

Business East Tamaki is committed to providing leadership, action and support within the East Tamaki business community to help tackle NZ's climate change emergency. As such, BusinessET has coordinated a sustainable transport advocacy group comprised of a number of influential East Tamaki businesses to advocate for better and more sustainable transport links in and out of the East Tamaki area. A recent Waka Kotahi study showed that the East Tamaki business precinct is the most car dependent commuter destination in NZ, with 92% of employees travelling by private vehicle as the existing public transport provision is not meeting the needs of the workforce.

The Business East Tamaki magazine that is published 4 x annually dedicates a number of pages per issue to recognising East Tamaki's sustainability champions and promoting best practice and news e.g. opportunities for funding initiatives, showcasing best practice and promoting Business East Tamaki's initiatives including one E-waste and two pallet collections, as well as the introduction of a food waste and co-mingled recycling collections.

Business East Tamaki is committed to facilitating relationships that connect youth seeking employment with businesses seeking employees. We have built relationships with feeder tertiary and secondary school providers such as MIT and Botany Downs High School and have provided direct contacts to coincide with access to graduates. In June 2023 we hosted a workshop with Auckland Unlimited, the Business Chamber and youth from The Rising Foundation to promote better ways of connecting with youth and recruitment strategies.

3. East Tamaki –Member Value

Business East Tamaki's subsidised events and seminar programme provided opportunities for education and networking. These included 23 x events and seminars, 3 x First Aid Training and 12 Workshops. With the support of the Howick Local Board, we were able to provide ongoing subsidised skills training for courses such as Fork-Lift Training, Working at Heights, Health and Safety and Fire Extinguisher amongst others. The attendance numbers were encouraging and feedback was that these webinars provided immediate tangible value.

Our communication channels include our website, 4 x issues of the Business East Tamaki magazine which is distributed to all business and property owners and highlights local businesses, a feature article highlighting the magazine theme, advocacy, crime prevention, sustainability, transport and other topical features. A public Facebook group as well as private members group and LinkedIn are the social media channels we regularly update. Additionally, we send a monthly e-newsletter and other dedicated member emails when the need arises (transport, security updates etc).

Business East Tamaki Incorporated

Statement of Financial Performance

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

For the year ended

30 June 2023

	Note	Actual This Year \$	Actual Last Year \$
Revenue			
Fees, subscriptions and other revenue from members	1	13,176	14,227
Revenue from providing goods or services	1	657,810	608,500
Interest, dividends and other investment revenue	1	8,850	2,255
Total Revenue		679,836	624,982
Expenses			
Volunteer and employee related costs	2	380,237	327,393
Costs related to providing goods or services	2	308,466	259,482
Other expenses	2	24,546	25,757
Total Expenses		713,249	612,632
Surplus/(Deficit) for the Year		(33,413)	12,350

Business East Tamaki Incorporated


Statement of Financial Position

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

As at
30 June 2023

	Note	Actual This Year \$	Actual Last Year \$
Assets			
Current Assets			
Bank accounts and cash	3	37,970	238,410
Debtors and prepayments	3	27,805	29,517
Other current assets - Term deposit	3	180,000	180,000
Total Current Assets		245,775	447,927
Non-Current Assets			
Property, plant and equipment	4	40,234	56,819
Total Non-Current Assets		40,234	56,819
Total Assets		286,009	504,745
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3	44,158	86,473
Employee costs payable	3	20,680	19,265
Unused donations and grants with conditions	3	9,047	153,822
Other current liabilities	3	900	548
Total Current Liabilities		74,786	260,108
Non-Current Liabilities			
Loans	3	-	-
Total Non-Current liabilities		-	-
Total Liabilities		74,786	260,108
Total Assets less Total Liabilities (Net Assets)		211,223	244,637
Accumulated Funds			
Capital contributed by owners or members		-	-
Accumulated surpluses or (deficits)		211,223	244,637
Reserves		-	-
Total Accumulated Funds	5	211,223	244,637

For and on behalf of the Executive Committee

Signed by:

3D12F98B87C35436

Chairperson: _____

Date: _____

18/10/2023

Business East Tamaki Incorporated

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended
30 June 2023

	Actual This Year \$	Actual Last Year \$
Cash Flows from Operating Activities		
Cash was received from:		
Fees, subscriptions and other receipts from members	13,176	14,227
Receipts from providing goods or services	508,886	626,061
Interest, dividends and other investment receipts	8,355	2,034
Cash was applied to:		
Payments to suppliers and employees	716,678	563,130
Income Tax Paid/Refund	3,858	3,502
Net GST	3,206	5,924
Net Cash Flows from Operating Activities	(193,325)	69,766
Cash was applied to:		
Payments to acquire property, plant and equipment	7,115	52,141
Net Cash Flows from Investing and Financing Activities	(7,115)	(52,141)
Net Increase / (Decrease) in Cash	(200,440)	17,625
Opening Cash	238,410	220,785
Closing Cash	37,970	238,410
This is represented by:		
Bank Accounts and Cash	37,970	238,410

Business East Tamaki Incorporated

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30 June 2023

Basis of Preparation

Business East Tamaki Incorporated 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

Business East Tamaki is liable for tax only on income earned from the Entities or activities outside the Association and its members. The Association also received an exemption of \$1,000 on income earned outside entities or activities

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

General Accounting Policies

The general accounting policies appropriate for the measurement and reporting of profit under the historical cost method have been adopted. Accrual accounting has been used to match income and expenditure. Reliance is placed on the fact that the Association is a going concern. This is dependent on the continued funding from Auckland Council.

Particular Accounting Policies

The following particular accounting policies which materially affected the measurement of earning and position have been applied:

Property Plant and Equipment

Property plant and equipment are valued at cost less accumulated depreciation.

Business East Tamaki Incorporated

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30 June 2023

Depreciation

Depreciation is calculated using the Diminishing Value Method at rates set by the Association as Follows:

Office Equipment	10% to 60%
Software & Website	33% to 60%
Plant & Equipment	40%

Accounts Receivable

Accounts receivable are stated at their estimated realisable value after providing against debts where collection is doubtful.

Operating Lease

Operating lease payments, where the lessors effectively retain substantially all the risks and benefits of ownership of the leased items, are recognised as an expense in equal installments of the lease term.

Investments

Investments are stated at the lower of cost or realisable value after providing against debts where collection is doubtful.

Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability.

The finance charge is allocated to each period during the lease term on an effective interest basis.

Income

Interest income is recognised using the effective interest method.

Dividend income is recognised when the shareholders' right to receive the payment is established

Government Grants

Government grants are reported at their fair value where there is reasonable certainty that the grant will be received and all attaching conditions will be met.

Changes in Accounting Policies

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

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other revenue from members	Associate Membership Subscription	4,869	8,400
	Breakfast Fees	8,068	4,305
	Seminar Fees	239	22
	Donations, fundraising and similar receipts	-	1,500
	Total	13,176	14,227

Revenue Item	Analysis	This Year \$	Last Year \$
Revenue from providing goods or services	Council Target Rate/Grant	545,000	545,000
	Local Council Grant	13,176	16,428
	Advertising Income	50,187	18,622
	Sponsorship Income	49,447	28,450
	Total	657,810	608,500

Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue	Interest	8,850	2,255
	Total	8,850	2,255

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Volunteer and employee related costs	Salaries and Wages	379,629	326,563
	ACC Levies	607	830
	Total	380,237	327,393

Expense Item	Analysis	This Year \$	Last Year \$
Costs related to providing goods or services	Event Expenses	70,401	40,150
	Marketing Expenses	89,979	78,764
	Infrastructure Expenses	38,635	38,575
	Professional Fees	31,776	30,811
	General Expenses	77,675	70,465
	Seminar		
	Total	308,466	259,482

Expense Item	Analysis	This Year \$	Last Year \$
Other expenses	Depreciation	23,700	24,628
	Taxation	846	1,129
	Total	24,546	25,757

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Cheque Account Balance	26,362	146,925
	Savings Account Balance	11,608	91,486
	Total		37,970

Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments	Accounts Receivable	8,560	4,361
	Other Receivables	863	419
	GST Receivable	15,879	12,672
	Prepayment	-	12,065
	Taxation	2,503	-
	Total		27,805

Asset Item	Analysis	This Year \$	Last Year \$
Other current assets	Term Deposit	180,000	180,000
	Total	180,000	180,000

Asset Item	Analysis	This Year \$	Last Year \$
Other non-current assets	Property, Plant & Equipment	40,234	56,819
	Total		40,234

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

Note 3 : Analysis of Assets and Liabilities

Liability Item	Analysis	This Year	Last Year
		\$	\$
Creditors and accrued expenses	Trade and Other Payables	35,161	80,765
	Accrued Expenses	8,997	5,200
	Taxation	-	508
	Total	44,158	86,473

Liability Item	Analysis	This Year	Last Year
		\$	\$
Employee costs payable	Holiday Pay Accrual	20,680	19,265
	Total	20,680	19,265

Liability Item	Analysis	This Year	Last Year
		\$	\$
Unused donations and grants with conditions	Target Rate Grants	-	136,250
	Local Board Grant	6,899	8,572
	Sponsorship (Other)	2,148	9,000
	Total	9,047	153,822

Liability Item	Analysis	This Year	Last Year
		\$	\$
Other current liabilities	Visa Card Balance	900	548
	Total	900	548

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
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Note 4 : Property, Plant and Equipment

This Year						PPE7 - PPE8	
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount	Current Valuation	Source and Date of Valuation
Leasehold Improvements	5,871	1,840	-	301	7,410	7,410	Book Value
Office equipment	15,071	-	-	7,471	7,600	7,600	Book Value
Software/Website	11,895	-	-	5,939	5,956	5,956	Book Value
Plant & Equipment	23,980	5,275	-	9,987	19,268	19,268	Book Value
Total	56,817	7,115	-	23,698	40,234		

Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Leasehold Improvements	-	5,991	-	120	5,871
Office equipment	6,604	12,690	-	4,223	15,071
Software/Website	11,766	9,000	-	8,871	11,895
Plant & Equipment	10,935	24,458	-	11,413	23,980
Total	29,305	52,139	-	24,627	56,817

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

Note 5: Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	244,637	-	244,637
Surplus/(Deficit)		(33,413)		(33,413)
Closing Balance	-	211,223	-	211,223

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	232,287	-	232,287
Surplus/(Deficit)		12,350		12,350
Closing Balance	-	244,637	-	244,637

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

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	Business East Tamaki has renewed the office lease for a further one year from 24 January 2023 to 23 January 2024. The Landlord has granted further rights of renewal of one year each, to be exercised by the Tenant on or before 23 October 2023 and 23 October 2024 respectively. This is a non-cancellable operating lease	28,494	27,210

Contingent Liabilities and Guarantees

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

Business East Tamaki Incorporated

Notes to the Performance Report

For the year ended
30 June 2023

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Related Party Disclosures:

The Association had the following related party transactions during the year:

(a) Disbursement expenses are paid to some members for mileage. The total value of all transactions was \$1,335.98 (Last Year: \$483.94).

(b) Accountancy fees \$22,400.00 (Last Year: \$23,991.90) and Legal fees \$6,376.19 (Last Year: \$5,224.04) are paid to member entities.

These member entities have representatives who form part of the Executive Committee. Legal work done on behalf of Business East Tamaki members regarding employment contract, funding contract and lease renewal, variation and rent review.

(c) IT Services and Office Rental are paid to members as approved by the Executive Committee.

(d) Businesses that are a tenant of a commercially rated property within the Targeted Rating Area which engage in business transactions with the Association are related parties by virtue of being members of the Association.

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)

Prior Year Comparatives

Comparative figures included in the performance report relate to the financial year ended 30 June 2022. Where necessary these figures have been reclassified on a basis consistent with current disclosure for the year ended 30 June 2023.