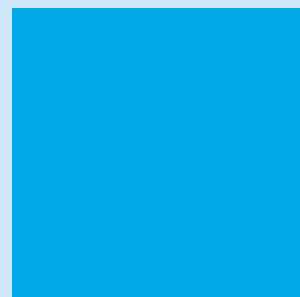
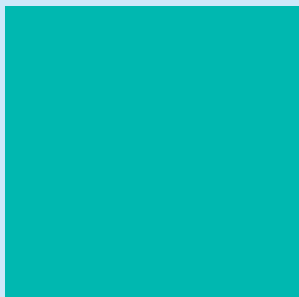


MUSIC *for* CANBERRA



2017 ANNUAL REPORT

Supported by



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MESSAGE FROM CHAIR, ALAN HUI

I am pleased to report on Music for Canberra's 2017. It has been a productive time in our music programs, as we marked the 50th years of the Canberra Children's and Youth Choir and Canberra Youth Orchestra with successful concerts and workshops including alumni of the groups from the past 50 years. We have also selected our incoming CEO and Artistic Director, Dr Stephanie Neeman, and thanked Kathleen Grant as she concluded two fruitful years in the same role.

Music for Canberra continues to deliver a high quality, exciting and enjoyable music experiences for our members and the community in the ACT region that strive for excellence in music and inclusion in music.

Our programs continue to benefit from the support of artsACT and other organisations in Canberra. The in-kind support from the ANU School of Music, and financial support from the Friends of the School of Music, The Green Shed, Mazda Foundation, Snow Foundation and others also continue to improve our capacity to deliver a diverse and inclusive program for the music community in Canberra.

We have also been working closely with Ainslie and Gorman Arts Centre to continue to improve our cooperation with other arts organisations in the Ainslie Arts Centre. We welcome the discussions with AGAC in the past year about better processes for space sharing, investing in shared pianos, and other improvements to the building. I believe these discussions will help Music for Canberra deliver better programs with other organisations for our members, and I thank Joseph Falsone and his team for their consultative approach.

Music for Canberra has also been exploring options to work more closely with other organisations in the Canberra music community, including Canberra Wind Symphony and Young Music Society, Canberra Symphony Orchestra, and the ANU School of Music. These conversations will continue in coming years and we will continue to update you as we work with these organisations.

From a governance point of view, I am happy to report that the Board has been building a broader range of expertise to support Music for Canberra. In the past year, we have added additional financial and HR expertise through new board members, and I understand a number of these new members will

renominate in our AGM in May 2018. While I will not be renominating for the next year, a majority of our Board of seven will renominate, providing continuity of governance for Music for Canberra. We are also actively seeking new board nominees ahead of our May 2018 AGM.

I am also pleased to report that we have continued to actively reduce and manage conflicts of interest on the board. Whereas most board members were also members of Music for Canberra in 2016, less than half of our board are members of the organisation. In addition, we have introduced processes to declare, report and manage actual and perceived conflicts on our board, and continue to discuss ways to manage conflicts of interests in our operations.

We have been making improvements to our financial management, implemented through our bookkeeper, Successful Alliances and the efforts of our office. These improvements have enabled better financial reporting on our programs, and reduced debts owing to Music for Canberra. Our Treasurer's report provides more details on these improvements.

I recognise the efforts of Music for Canberra's Board, office, other staff and volunteers to maintain stable operations in this interim period following Kathleen Grant's departure and Stephanie Neeman's commencement later in 2018. In particular, I would like to acknowledge Jenny Brain (our Board Liaison Officer and Marketing Manager), Kate Firkins and Jarod Esposito in our office for working closely and consultatively with our staff, volunteers and members.

Finally, I would like to thank artsACT for your ongoing support of Music for Canberra. Many of our programs would not be possible without your financial support, and efforts to help us connect with other parts of the ACT arts community.

Best regards



Dr Alan Hui
Chair, Music for Canberra

ABOUT MUSIC FOR CANBERRA

Music For Canberra's mission is to create and provide high quality, exciting and enjoyable musical experiences for people of all ages, backgrounds and abilities. Music For Canberra believes in fostering innovation, diversity and creative thinking through music.

Our vision is to be the leading provider of musical learning and performance experiences for the Canberra community and the local region. We will achieve this vision by providing quality education and performance opportunities across a range of instruments and vocal programs, with learning and performance pathways to suit the artistic goals of each individual.

To achieve our aims we follow these principles:

- People of all ages, backgrounds and abilities should be encouraged to explore music and achieve musical goals
- Music participation and learning should be accessible in a range of contexts to all in the community
- Participation in music-making enriches the quality of the individual's cultural life and that of the community

Music for Canberra (MFC) ensures these principles by:

- Working with participants to meet their needs
- Providing enriching and innovative repertoire
- Engaging audiences using a range of performance platforms
- Managing its operations in a sustainable and professional manner
- Partnering with key organisations and community groups

242 WORKSHOPS & CLASSES IN 2017

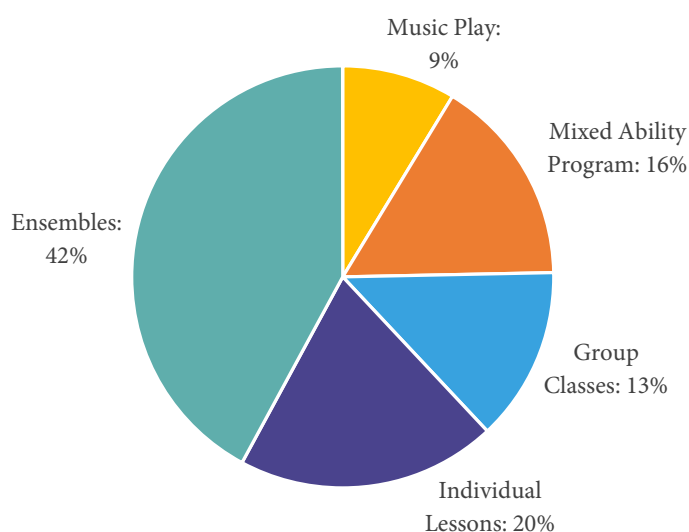
16 ENSEMBLES

563 CLASS PARTICIPANTS

39 PERFORMANCES

7071 AUDIENCE MEMBERS

STUDENT ENROLMENTS BY LESSON FORMAT



ARTISTIC EVALUATION

Music For Canberra has continued to provide opportunities for people from all backgrounds, ages and abilities to access music through our many classes, workshops and ensembles held at the Ainslie Arts Centre, Tuggeranong Arts Centre and ANU School of Music. Our programs continue to grow and adapt to the needs of our students and the Canberra community, through the introduction of new or updated programs and workshops including Discover Music For Canberra Day, Create Foundation classes and Big Jam.

We continue to nurture and develop partnerships with relevant organisations and wider community including the ANU School of Music, ACT Create Foundation, Goulburn Regional Conservatorium, Better Music, High Court of Australia, Canberra Hospital, Smiths Alternative, retirement villages Goodwin Monash and St Andrews, Ainslie and Gorman Arts Centres and Tuggeranong Arts Centre. These relationships allow Music For Canberra to establish co-hosted programs, give current students diverse musical and performance opportunities and engage with a wider community.

CANBERRA YOUTH ORCHESTRA'S 50TH ANNIVERSARY

In 2017, the Canberra Youth Orchestra celebrated their 50th Anniversary, having formed in 1967 as the Canberra Youth Orchestra Society. This anniversary was celebrated through the CYO50 Concert Series, four concerts held at Llewellyn Hall featuring world-class guests including a cappella group The Idea of North,

jazz icon James Morrison AM, Maltese pianist Gabi Sultana and CYO's own Concerto Competition winners oboist Chayla Ueckert-Smith and violinist Shirahni Mudaliar. Alumni of the Orchestra attended a reception to celebrate the anniversary and were invited to play in the last concert of the series.

The concert series allowed us to engage widely with the Canberra community and achieved large audience numbers, with two of the concerts achieving near capacity at Llewellyn Hall. Press coverage was excellent with CYO being featured in The Canberra Times, CityNews, Canberra Weekly, ABC TV, Foxtel's Screen & Stage, CutCommon, Woroni, ABC666, Artsound FM, 2CC and 2XX radio stations.

CANBERRA CHILDREN'S CHOIR 50TH ANNIVERSARY

We were lucky to also celebrate the Canberra Children's Choir's 50th Anniversary in 2017. Founded by Judith Clingan AM in 1967, the Canberra Children's Choir is one of Canberra's longest-running choirs for young singers. Judith Clingan returned as the Choir's conductor for the year and we hosted a weekend of workshops and performances.

Current and past choir members came together for a dinner, workshops hosted by alumni of the choir, and a superb performance of Judith Clingan's opera for young people, Heavenly Grandfather's Banquet. It was a wonderful celebration of the achievement of 50 years.



The Canberra Youth Orchestra celebrated 50 years with the CYO50 Concert Series

CREATE FOUNDATION CLASSES

We introduced a new program in partnership with the ACT Create Foundation to offer music classes for young people living in out of home care. The weekly program of music classes has a strong focus on rhythm and creativity and aims to provide a supportive environment for fun and creative exploration of music.

Tutor, Michelle says of the classes, “I have really enjoyed getting to know the participants, and watching them grow more confident in their abilities each week. They work wonderfully together as a group, are generous collaborators, and are beautifully supportive of each other’s learning.”

BIG JAM

In October 2017, we hosted Big Jam, a performance and music workshop for people living with disability. Activities featured were developed in our current Mixed Ability music groups using a wide variety of instruments from many cultures and different musical genres. Our mixed ability classes support participants to develop skills in coordination, concentration and social interaction, and gain self-confidence, through music. Our tutors are experienced musicians who have strong experience working with people with diverse needs.

Big Jam was a wonderful opportunity to bring together students from all nine of our mixed ability groups to perform to family and friends, and to invite members of the community to participate, many of whom had not participated in our music classes previously.



Big Jam’s scarf dance

GOULBURN REGIONAL CONSERVATORIUM

The James McCusker Orchestra collaborated with the Goulburn Regional Conservatorium (GRC) to participate and perform in a workshop day with GRC students and other Goulburn musicians, followed by a performance by the whole group. Around 30 students from each organisation attended and the performance was attended by many parents and friends from both the ACT and Goulburn region.

SEASONED VOICES

Our Seniors Choir was given a new name in 2017, Seasoned Voices. With the name change the choir has had increased interest from the community and has performed in new venues such as retirement villages around Canberra, at the Palace Electric Cinema for the Young at Heart Film Festival and the choir even opened the Seniors Week Expo at EPIC!



Seasoned Voices performing at the Seniors Week Expo

DISCOVER MUSIC FOR CANBERRA

Our inaugural Discover Music For Canberra Day was designed to engage with the wider Canberra community through a day of workshops and performances, showcasing the wide range of classes and ensembles we offer including Music Play, drumming, choirs, guitar and ukulele, and string stream. We had over 200 people attend on the day the majority of whom attended the Music Play and drumming sessions.



Discover Music For Canberra Day

WIDENING AUDIENCES

Focusing on widening our audience demographic, we continued to build relationships with retirement homes in Canberra; our Children’s Choirs, Seasoned Voices Choir and James McCusker Orchestra performed at Goodwin Monash, David Harper House and St Andrews Village. CYO50 celebrations drew a large audience, including many people who had not attended CYO concerts previously.

Community performances at the High Court of Australia, ACT Bahá'í Centre, Smiths Alternative, Ainslie School Fete and Turner School Fete attracted new audiences, particularly young and school aged children.

CHALLENGES

The majority of group classes and programs held at Ainslie Arts Centre were at or near capacity in 2017. Group retention rates were high, with a limited number of classes needing to be collapsed or cancelled in the year. However due to the number of tutor schedules becoming fully booked, as well as the time and space limitations at AAC, we have been unable, in some cases, to increase the number of classes we can offer each term

which results in some new enquiries being wait-listed or seeking tuition elsewhere. Group classes are always the first recommendation for new student enquiries, but in many cases the variety of ages and skill levels of our continuing and new students do not match, so individual lessons are offered which take up more time and space and cater to fewer students.

Another challenge involved in running groups, ensembles and orchestras is making repertoire and artistic choices that accommodate a wide range of ages and skill levels. During 2017, we engaged a number of instrumental specialists to address concerns around the complexity of repertoire choices, which will continue into the future to ensure the content for each ensemble is appropriate for the targeted participants.

ORGANISATIONAL EVALUATION

STAFFING

In 2017 Music for Canberra had the Full Time Equivalent of 6.72 staff, made up of two full time, two part time and 37 casual employees. Administrative work hours are generally performed during regular business hours (10am – 6pm, Monday – Friday), with quarterly spikes in weekend hours to facilitate concerts, events and workshops towards the end of each term. Tutors and conductors work on average 4.5 hours per week which predominantly occur after 3pm on weekdays and Saturday mornings during ACT school terms.

WORKLOADS

The administrative team have worked to develop a balance in workloads to ensure that all classes, workshops, programs, concerts and other events offered were of the highest possible standard. The continued development of processes within the office has increased productivity and customer satisfaction, including newsletter frequency and content, templates for timely and accurate enrolment enquiries and concert and event schedules ahead of time. Implementation of software including debtor management and accounts payable platforms have also ensured an increase in administrative function.

PROFESSIONAL DEVELOPMENT

Throughout the year Music for Canberra had a number of opportunities for staff to engage with the community and encourage staff development. These included attending arts networking events such as the Arts Value Forum, Better Together – an event for Community organisations and NFP's, artsACT

community meetings, and a Rotary Club community breakfast to talk about the importance of Music for Canberra. Staff also attended a workshop on disability awareness, access and inclusion presented by Accessible Arts NSW, and attended a public lecture by Graeme Innes AM on Re-imagining Disability in Australia as part of the Blackfriars Lecture Series. MFC also facilitated guitar workshops led by guitar duo Mario Lattuada and Robert Bratetich, and invited staff to meet and work with esteemed soloists as part of the Canberra Youth Orchestra and Canberra Children's Choir 50th anniversary concerts and workshops. Staff are also invited to attend one-off workshops, and all concerts/ events free of charge.

CHALLENGES

As discussed in the artistic evaluation, tutor availability, and time and space limitations at the Ainslie Arts Centre have affected the number of classes on offer.

Seeking and maintaining a high calibre of instrumental tutors has, and continues to be, a priority to ensure quality lessons and student retention. Positive relationships with other music educators in Canberra allow us to maintain contacts with current instrumental tutors, and to gain knowledge of future or student teachers to replace exiting tutors.

Music for Canberra maintains a close working relationship with the Ainslie and Gorman Arts Centre staff to ensure current room allocation needs are met, however additional venues and spaces will be required in order to introduce new groups and programs in the future.

OUR PEOPLE

Name	Position	Dates
Elisha Adams	Violin tutor	Commenced February 2017
Jenny Brain	Marketing Manager	All year
David Brown	Woodwind tutor	All year
Josh Buckler	Woodwind tutor	Employment ceased October 2017
Evan Buckley	MAP tutor	Commenced October 2017
Judith Clingan	Choir conductor	February - December
Katherine Day	Theory tutor	February - December
Barbara Eng Jerjen	MusicPlay and woodwind tutor	All year
Jarod Esposito	Administration Officer	Commenced January 2017
Thomas Fell	Saxophone tutor	Commenced October 2017
Kate Firkins	Program Manager	All year
Mary Firkins	Guitar and MAP tutor	All year
Elysia Fisher	Strings tutor	All year
Michelle Forman	Drumming tutor	All year
Hayden Fritzlaff	Drumming tutor	Commenced February 2017
Madeleine Gisz	Cello tutor	Employment ceased December 2017
Christopher Gleeson	Violin tutor	Commenced February 2017
Kathleen Grant	CEO/Artistic Director	Employment ceased November 2017
Liam Hancock	MAP tutor	Commenced February 2017
Jenny Higgs	Strings Conductor and tutor	All year
Ngair Hosking	MAP tutor	Commenced February 2017
Amy Jenkins	Vocal tutor	February - March
Kirsten Knight	Strings tutor	Casual tutor throughout year
Hanna-Mari Latham	Accompanist	All year
Richard Manning	Guitar tutor	Employment ceased December 2017
Erin McKay	Administrative relief	January AND September - December
Sarah Louise Owens	Vocal tutor	All year
Karen Owens	MusicCraft tutor	All year
Amanda Philipse	Strings Conductor	All year
Patrick Quinn Quirke	Guitar tutor	All year
Zach Raffan	Brass tutor	All year
Kyle Ramsay-Daniel	Strings Conductor	Commenced February 2017
Victor Rufus	Guitar tutor	January only
Dylan Slater	Guitar tutor	All year
Rosanna Stevens	Orchestra Manager	Commenced February 2017
Maryann Tough	Orchestra Manager	Commenced February 2017
Leonard Weiss	Orchestra Conductor	All year
Belinda Whyte	Vocal tutor	February - September
Tim Wickham	Strings Conductor	All year
Rita Woolhouse	Cello tutor	All year
Shilong Ye	Orchestra Manager	All year

GOVERNANCE

OUR BOARD

Dr Alan Hui, Chair

Alan brings experience from the disability and higher education sectors, helping not-for-profit organisations through changes in national laws and funding. He is an Assistant Director and Diversity and Inclusion committee member at the Department of Communications and the Arts, and has a PhD in music and copyright law from the ANU. Alan is a keyboardist in Canberra band Silk, and has played with Sparrow Folk, the National Folk Festival and Fearless Comedy Gala. Previously, Alan has been on the board of Supa Productions, and the President of the musical theatre and jazz societies of Sydney University.

Alan joined the MFC board in April 2016 as an ordinary member, and was elected to Chair in June 2017. Alan had declared a potential conflict of interest as he works in the communications part of the Department of Communications and the Arts.

Catherine Carter, Vice Chair

Head of the Property Council of Australia's Canberra office for more than a decade, Catherine now provides specialist business and communication advisory services with a focus on urban environments, new forms of collaboration, community building and diversity. Catherine sits on several boards including the National Association of Women in Construction and the Ministerial Council on Women, and is a regular media columnist and commentator on issues relating to the built environment, diversity and arts and cultural life. Catherine was the recipient of the Telstra Business Women's ACT Community and Government Award in 2010 and the National Association of Women in Construction Award in 2017.

Catherine joined the board in October 2016 as an ordinary member, and was elected to Vice Chair in June 2017. During 2017 Catherine was a financial member of MFC and had a child enrolled in programs within the organisation, but had agreed to choose to, or be asked to sit out of voting on issues involving the interest.

Gavin Kellett, Treasurer

Gavin is a Chartered Engineer with experience in the private and public sector. He has a B.Eng/B.Com Degree majoring in Commercial Law, a MS in IT and M.Eng in Project Management. In a separate role Gavin

works with organisations to develop capability through improving employee engagement and well-being.

Gavin joined the board in April 2016 in the role of Treasurer. During 2017 Gavin was a financial member of MFC and had 2 adult daughters enrolled in programs within the organisation, but had agreed to choose to, or be asked to sit out of voting on issues involving the interest.

Natalie Truong, Secretary

Natalie has over ten years' experience working as a private and public lawyer in Australia. She has an established track record in providing commercial and strategic legal advice to a range of organisations, and is currently working as in-house legal counsel at the Advertising Standards Bureau. Prior to becoming a lawyer she completed a BA in Communications and worked in a number of creative industries including design and publishing.

Natalie joined the board in the role of secretary in June 2017. During 2017 Natalie was a financial member of MFC, and had a child enrolled in an MFC class, but had agreed to choose to, or be asked to sit out of voting on issues involving the interest.

Liesl Centenera, General Member

Liesl is a governance, policy and human resources consultant. After a career spanning 20 years in the community and public sectors, she now runs her own business helping organisations make excellent decisions around people and culture matters that support and drive business improvement. Liesl holds degrees in economics and law and is admitted to practice in the ACT Supreme Court. She attended the China Executive Leadership Academy in Pudong (Shanghai) and is an alumni of the Australian Leadership Innovation Centre. She is a Graduate of the Australian Institute of Company Directors and a Member of the Institute of Managers and Leaders. Liesl also holds board positions at the Territory Records Advisory Council, Bosom Buddies ACT and Sts Peter and Paul Primary School Community Council.

Liesl joined the board in September 2017 as an ordinary member and has no perceived or actual conflicts of interest to disclose.

Nathan Hancock, General Member

Nathan is a lawyer with extensive experience in public policy and government law. He has worked as a Native Title Officer in Indigenous Affairs, a Research Analyst in the Parliamentary Library and as Human Rights Advisor to the ACT Government. Currently, he holds the position of Special Counsel – Human Rights in the Office of the ACT Government Solicitor, with primary responsibility for matters arising under the Human Rights Act 2004, the first Bill of Rights in Australia. He appears from time to time as Counsel in the ACT Civil and Administrative Tribunal, Magistrates Court and Supreme Court.

Nathan joined the board in April 2016 as an ordinary member. During 2017 Nathan's adult son, Liam, worked within the MAP team at MFC. Nathan agreed that if decisions are to be made about expansion or contraction of the program or remuneration of hours of staff to recuse himself from the agenda item. Nathan declared that in his role as a Special Counsel he provides advice to the ACT Government, its Directorates and Statutory Bodies. Nathan explained that his role is limited to the provision of legal services and that he is not involved in decision making by those entities in relation to grant funded organisations such as Music for Canberra. He has approval from his employer to sit on the MFC board, and will recuse himself from any matters involving artsACT that would or could involve a conflict of interest.

Andrew Lander, General Member

Andrew is a Director in the Australian Public Service. Prior to his current role, Andrew for three years provided management consultancy support to a range of government agencies as an Executive Director at the Synergy Group. Prior to joining the Synergy Group, Andrew was a senior senior executive in the APS for almost a decade with responsibility for marketing, communications, audit, assurance, compliance, risk management, fraud control, investigations, governance and planning in several departments. Andrew has Master in Business Administration and Bachelor of Arts degrees. He is a member of the Australian Institute of Company Directors.

Andrew joined the board in September 2017 as an ordinary member and has no perceived or actual conflicts of interest to disclose.

MANAGING CONFLICTS OF INTEREST

Our conflict of interest (COI) policy has been developed in order to effectively identify, disclose and manage any actual, potential or perceived conflicts of interest. This policy is reviewed annually by the Board and CEO. Additionally, we maintain a conflict of interest register to be updated as a COI arises and records the steps taken by the Board to address the COI.

PROVIDING STRATEGIC DIRECTION

Music For Canberra's Board is a skills-based Board, with Members contributing to the strategic direction of the organisation, as well as providing advice and support to the CEO/Artistic Director. Our Board Members have a range of skills, experiences and interests that assist in strategic planning and guidance to the organisation and strong governance is achieved by Board Members having a clear understanding of their roles and responsibilities. All activities undertaken by the Board are to develop the organisation, to create meaningful musical experiences and to engage with the Canberra community.

MUSIC FOR CANBERRA'S CONSTITUTION

No changes were made to Music For Canberra's constitution in 2017.

OUR SUPPORTERS

We are grateful for the support from the following organisations who provide both financial and in-kind support:

Supported by



ACT
Government

THE
SNOW
FOUNDATION



THE GREEN
SHED



Australian
National
University

SCHOOL OF MUSIC

friends
OF THE SCHOOL OF MUSIC
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ARTS CENTRES



CANBERRA
INTERNATIONAL
MUSIC
FESTIVAL



INDEPENDENT. ALWAYS.
The Canberra Times

City**News**.com.au
Well written, well read!

CutCommon
THE NEW GENERATION OF CLASSICAL MUSIC

Canberra Weekly

ArtSound
fm 90.3 fm 92.7

WORONI



TREASURER'S REPORT

2017 was a significant year for Music for Canberra, marking the 50 year anniversary for both the Canberra Youth Orchestra (CYO) and the Canberra Children's Choir. The year involved a series of celebrations, including four concerts from the CYO, with special guest soloists, including a Concerto from a CYO player. The Canberra Children's Choir celebrated with a day of workshops and evening concert led by its original founder, Judith Clingan AM.

Music For Canberra's revenue for 2017 was \$907,531, an increase from budgeted revenue due in part to an increase in participation in many of our programs including individual and group lessons, and ensembles and orchestras. We received generous support of \$306,552 from artsACT, ANU School of Music, Friends of the School of Music, The Green Shed, Mazda Foundation, and Snow Foundation.

Our expenditure for the year was greater than budgeted at \$949,665. Part of this increase was due an increase of casual staff hours required to meet the demand of new enrolments increased overall expenditure, whilst maintaining the ratio of 60% of program income allocated to wages.

Overall, Music For Canberra reported a deficit of \$42,115, against a budgeted deficit of \$17,368. Factors that contributed to this deficit include that administrative staff wages have been bought in line with industry standard which ensures a high standard of position holders going forward. An additional administrative staff member was brought on in the second half of 2017 as a trial position, however the post was deemed unnecessary and re-absorbed into other workloads.

The celebration concerts for CYO also contributed to this deficit due to projected ticket income from CYO concerts being higher than actual income and hire fee for concert space was greater than anticipated. Finally, the Mixed Ability programs drew a larger deficit than projected, due to new staffing costs and a new group added to the program. The Mixed Ability Program is one which MFC is seeking additional funding for, in order to continue to provide subsidised fees to people living with disability.

2017 saw a number of policies and procedures updated including in debt collection and management. 2017 included an exercise to write off bad and doubtful debts and to establish procedures that do not allow debt to accrue beyond one term, meaning that the budget for doubtful debts will be significantly reduced in future years.

Although much of this deficit was exceptional due to the 50th anniversaries, strategies to ensure financial sustainability in the future will include greater emphasis on fundraising and grant applications, accurate budget forecasting and more detailed event planning to ensure costs are covered in full prior to event commencement.

Music For Canberra's reserves total \$248,750, with a large amount of this being held in short term deposits with Westpac.

I would like to thank artsACT for your ongoing support of Music for Canberra. Many of our programs would not be possible without your financial support.

Regards



Gavin Kellett
Treasurer, Music for Canberra

Music For Canberra Incorporated

ABN: 52 506 914 615

Financial Statements

For the Year Ended 31 December 2017

Music For Canberra Incorporated

ABN: 52 506 914 615

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For the Year Ended 31 December 2017

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Music For Canberra Incorporated

ABN: 52 506 914 615

**Committee's Report
For the Year Ended 31 December 2017**

The directors present their report on Music For Canberra Incorporated for the financial year ended 31 December 2017.

1. General information

Committee members

The names of the directors in office at any time during, or since the end of, the year are:

Names		Appointed/Resigned
Alan Hui	President	Appointed 24 June 2017
Catherine Carter	Vice President	Appointed 24 June 2017
Gavin Kellet	Treasurer	Appointed 7 May 2016.
Natalie Truong	Secretary	Appointed 24 June 2017
Nathan Hancock	Ordinary Member	Appointed 7 May 2016
Andrew Lander	Ordinary Member	Appointed 20 September 2017
Liesl Centenera	Ordinary Member	Appointed 20 September 2017
Peter Thrall	Former President	Resigned 24 June 2017
Geoffrey Manning	Former Vice President	Resigned 24 June 2017
Anne Buck	Former Secretary	Resigned 24 June 2017
Kerry Mills	Ordinary Member	Resigned 24 June 2017
Kathleen Grant	Ordinary Member	Resigned 11 November 2017
Valeriia Minigoulove	Ordinary Member	Appointed 25 August 2017 Resigned 23 October 2017
Michelle Craigie	Ordinary Member	Appointed 24 June 2017 Resigned 23 October 2017

Principal activities

The principal activities of Music For Canberra Incorporated during the financial year were to create and provide high quality, exciting and enjoyable musical experiences for people of all ages, backgrounds and abilities. Music for Canberra Incorporated believes in fostering innovation, diversity and creative thinking through music.

No significant changes in the nature of these activities occurred during the financial year.

2. Operating results and review of operations for the year

Operating result

The deficit of the Association for the financial year amounted to \$ 42,115(2016: Surplus of \$ 62,250).

Signed in accordance with a resolution of the Members of the Committee:



Committee member:



Committee member:

Date: 8th May 2018

Music For Canberra Incorporated

ABN: 52 506 914 615

Statement of Profit or Loss and Other Comprehensive Income For the Year Ended 31 December 2017

		2017	2016
	Note	\$	\$
Revenue and other income	3	908,541	919,813
Accounting fees		(18,642)	(13,745)
Advertising		(25,089)	(25,112)
Auditors remuneration		(3,266)	-
Bad debts		(9,808)	-
Bank charges		(2,475)	(2,617)
Depreciation, amortisation and impairments		(5,161)	(6,331)
Employee costs - general		(634,196)	(599,016)
Insurance		(8,369)	(8,303)
IT expenses		(12,979)	(13,734)
Lesson and concert space		(139,218)	(125,434)
Marketing costs		(126)	(5,139)
Musical instruments		(9,147)	(8,444)
Printing, postage and stationery		(3,717)	(7,107)
Relief tutors		(14,080)	(11,601)
Office rent		(22,741)	(11,653)
Soloists/ guest transport		(26,122)	(1,000)
Staff costs		(8,067)	(6,718)
Storage costs		(512)	(135)
Telephone and fax		(2,852)	(4,980)
Training		(2,176)	(3,826)
Travel costs		(1,913)	(2,668)
(Deficit)/Surplus before income tax		(42,115)	62,250
Income tax expense	2(a)	-	-
(Deficit)/Surplus for the year		(42,115)	62,250
Total comprehensive income for the year		(42,115)	62,250

The accompanying notes form part of these financial statements.

Music For Canberra Incorporated

ABN: 52 506 914 615

Statement of Financial Position

As At 31 December 2017

	Note	2017 \$	2016 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	135,340	335,589
Trade and other receivables	5	170,430	55,360
Other financial assets	6	200,000	-
Other assets	8	16,515	2,865
TOTAL CURRENT ASSETS		<u>522,285</u>	<u>393,814</u>
NON-CURRENT ASSETS			
Property, plant and equipment	7	26,046	23,040
TOTAL NON-CURRENT ASSETS		<u>26,046</u>	<u>23,040</u>
TOTAL ASSETS		<u>548,331</u>	<u>416,854</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	9	73,855	66,044
Employee benefits	10	69,108	53,407
Other financial liabilities		155,072	-
TOTAL CURRENT LIABILITIES		<u>298,035</u>	<u>119,451</u>
NON-CURRENT LIABILITIES			
Employee benefits	10	1,546	6,538
TOTAL NON-CURRENT LIABILITIES		<u>1,546</u>	<u>6,538</u>
TOTAL LIABILITIES		<u>299,581</u>	<u>125,989</u>
NET ASSETS		<u>248,750</u>	<u>290,865</u>
EQUITY			
Retained earnings		248,750	290,865
TOTAL EQUITY		<u>248,750</u>	<u>290,865</u>

The accompanying notes form part of these financial statements.

Music For Canberra Incorporated

ABN: 52 506 914 615

Statement of Changes in Equity For the Year Ended 31 December 2017

2017

	Retained Earnings	Total
Note	\$	\$
Balance at 1 January 2017	290,865	290,865
(Deficit) for the year	(42,115)	(42,115)
Balance at 31 December 2017	<u>248,750</u>	<u>248,750</u>

2016

	Retained Earnings	Total
Note	\$	\$
Balance at 1 January 2016	228,615	228,615
Surplus for the year	62,250	62,250
Balance at 31 December 2016	<u>290,865</u>	<u>290,865</u>

The accompanying notes form part of these financial statements.

Music For Canberra Incorporated

ABN: 52 506 914 615

Statement of Cash Flows For the Year Ended 31 December 2017

	2017	2016
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from customers	975,792	876,648
Payments to suppliers and employees	(970,165)	(855,123)
Interest received	2,292	3,628
Net cash provided by/(used in) operating activities	12 <u>7,919</u>	<u>25,153</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of other non current assets	(8,168)	(3,033)
Purchase of held-for-maturity investments	(200,000)	-
Net cash provided by/(used in) investing activities	<u>(208,168)</u>	<u>(3,033)</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Net increase/(decrease) in cash and cash equivalents held	(200,249)	22,120
Cash and cash equivalents at beginning of year	335,589	313,469
Cash and cash equivalents at end of financial year	4 <u>135,340</u>	<u>335,589</u>

The accompanying notes form part of these financial statements.

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

The financial report covers Music For Canberra Incorporated as an individual entity. Music For Canberra Incorporated is a not-for-profit Association, in the Australian Capital Territory under the *Associations Incorporation Act (ACT) 1991*.

1 Basis of Preparation

In the opinion of the Management committee the Association is not a reporting entity since there are unlikely to exist users of the financial statements who are not able to command the preparation of reports tailored so as to satisfy specifically all of their information needs. These special purpose financial statements have been prepared to meet the reporting requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

The financial statements have been prepared in accordance with the recognition and measurement requirements of the Australian Accounting Standards and Accounting Interpretations, and the disclosure requirements of AASB 101 *Presentation of Financial Statements*, AASB 107 *Statement of Cash Flows*, AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* and AASB 1054 *Australian Additional Disclosures*.

2 Summary of Significant Accounting Policies

(a) Income Tax

The Association is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

(b) Leases

Lease payments for operating leases, where substantially all of the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the life of the lease term.

(c) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the Association and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

Grant revenue

Grant revenue is recognised in the statement of profit or loss and other comprehensive income when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

Interest revenue

Interest is recognised using the effective interest method.

Other income

Other income is recognised on an accruals basis when the Association is entitled to it.

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

2 Summary of Significant Accounting Policies

(d) Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payable are stated inclusive of GST.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

(e) Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

Items of property, plant and equipment acquired for nil or nominal consideration have been recorded at the acquisition date fair value.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated on a straight-line basis over the assets useful life to the Association, commencing when the asset is ready for use.

(f) Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(g) Employee benefits

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be wholly settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits expected to be settled more than one year after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Changes in the measurement of the liability are recognised in profit or loss.

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

3 Revenue and Other Income

	2017	2016
	\$	\$
Revenue		
- Participation / workshop fees	544,865	589,070
- Membership fees	17,935	17,187
- Box office & entry fees sales	35,948	1,839
- Other income	-	295
- Donations	14,640	3,068
- Interest - investment	3,272	3,628
	<u>616,660</u>	<u>615,087</u>
Government grants		
- ACT Arts Fund	267,777	263,813
- Llewellyn Hall Funding	19,559	40,913
- Snow foundation fund	4,545	-
Total government grants	<u>291,881</u>	<u>304,726</u>
Total Revenue	<u>908,541</u>	<u>919,813</u>

4 Cash and Cash Equivalents

	2017	2016
	\$	\$
Cash at bank and in hand	135,340	335,589
	<u>135,340</u>	<u>335,589</u>

Reconciliation of cash

Cash and Cash equivalents reported in the statement of cash flows are reconciled to the equivalent items in the statement of financial position as follows:

	2017	2016
	\$	\$
Cash and cash equivalents	135,340	335,589
Balance as per statement of cash flows	<u>135,340</u>	<u>335,589</u>

5 Trade and Other Receivables

	2017	2016
	\$	\$
CURRENT		
Trade receivables	170,430	48,928
GST receivable	-	6,432
Total current trade and other receivables	<u>170,430</u>	<u>55,360</u>

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

6 Other Financial Assets

	2017	2016
	\$	\$
CURRENT		
Short term deposits	200,000	-
	<u>200,000</u>	<u>-</u>

7 Property, plant and equipment

	2017	2016
	\$	\$
PLANT AND EQUIPMENT		
Furniture, fixtures and fittings		
At cost	8,814	8,814
Accumulated depreciation	(6,960)	(6,718)
Total furniture, fixtures and fittings	<u>1,854</u>	<u>2,096</u>
Office equipment		
At cost	49,195	41,027
Accumulated depreciation	(37,852)	(36,838)
Total office equipment	<u>11,343</u>	<u>4,189</u>
Musical instruments		
At cost	52,661	52,661
Accumulated depreciation	(42,774)	(40,764)
Total musical instruments	<u>9,887</u>	<u>11,897</u>
Sheet music		
At cost	86,243	86,243
Accumulated depreciation	(83,281)	(81,385)
Total Sheet music	<u>2,962</u>	<u>4,858</u>
Total property, plant and equipment	<u>26,046</u>	<u>23,040</u>

8 Other Assets

	2017	2016
	\$	\$
CURRENT		
Prepayments	15,535	2,865
Accrued income	980	-
	<u>16,515</u>	<u>2,865</u>

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

9 Trade and Other Payables

	2017	2016
	\$	\$
Current		
Trade payables	18,234	19,795
Credit cards	142	2,492
GST payable	8,924	-
PAYG payable	8,776	9,181
Superannuation payable	18,564	25,943
Other payables	19,215	8,633
	<u>73,855</u>	<u>66,044</u>

10 Employee Benefits

	2017	2016
	\$	\$
Current liabilities		
Annual leave provision	19,108	16,979
Long service leave provision	50,000	36,428
	<u>69,108</u>	<u>53,407</u>
Non-current liabilities		
Long service leave provision	1,546	6,538
	<u>1,546</u>	<u>6,538</u>

11 Contingencies

In the opinion of the Management committee, the Association did not have any contingencies at 31 December 2017 (31 December 2016:None).

Music For Canberra Incorporated

ABN: 52 506 914 615

Notes to the Financial Statements For the Year Ended 31 December 2017

12 Cash Flow Information

Reconciliation of result for the year to cashflows from operating activities

Reconciliation of net income to net cash provided by operating activities:

	2017	2016
	\$	\$
(Deficit)/Profit for the year	(42,115)	62,250
Cash flows excluded from profit attributable to operating activities		
Non-cash flows in profit:		
- depreciation	5,161	6,331
Changes in assets and liabilities:		
- (increase)/decrease in trade and other receivables	(115,069)	(17,906)
- (increase)/decrease in other assets	(980)	-
- (increase)/decrease in prepayments	(12,670)	(2,865)
- (increase)/decrease in credit card	-	1,482
- increase/(decrease) in income in advance	155,072	(18,765)
- increase/(decrease) in trade and other payables	7,811	4,297
- increase/(decrease) in employee benefits	10,709	(9,671)
Cashflows from operations	<u>7,919</u>	<u>25,153</u>

13 Statutory Information

The registered office and principal place of business of the association is:

Music For Canberra Incorporated
Ainslie Art Centre
Elouera Sreet
Braddon ACT 2612

Music For Canberra Incorporated

ABN: 52 506 914 615

Responsible Persons' Declaration

The responsible persons declare that in the responsible persons' opinion:

- there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
- the financial statements and notes satisfy the requirements of the *Australian Charities and Not-for-profits Commission Act 2012*.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.



President



Treasurer

Date 8th May 2018

Independent Audit Report to the members of Music For Canberra Incorporated

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Music For Canberra Incorporated, which comprises the statement of financial position as at 31 December 2017, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the responsible persons' declaration.

In our opinion the financial report of Music For Canberra Incorporated has been prepared in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (i) giving a true and fair view of the Registered Entity's financial position as at 31 December 2017 and of its financial performance for the year ended; and
- (ii) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Registered Entity in accordance with the auditor independence requirements of the *Australian Charities and Not-for-profits Commission Act 2012* (ACNC Act) and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Registered Entity's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Responsible Entities for the Financial Report

The responsible entities of the Registered Entity are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act and the needs of the members. The responsible entities' responsibility also includes such internal control as the responsible entities determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the responsible entities are responsible for assessing the Registered Entity'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 responsible entities either intend to liquidate the Registered Entity or to cease operations, or have no realistic alternative but to do so.



Independent Audit Report to the members of Music For Canberra Incorporated

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole 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 Australian Auditing Standards 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 the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial 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 Registered Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the responsible entities.
- Conclude on the appropriateness of the responsible entities' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Registered Entity'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 financial 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 Registered Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance 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.

Hardwickes

Hardwickes
Chartered Accountants

R Johnson

Robert Johnson FCA
Partner

Canberra
11 May 2018



MUSIC *f*OR CANBERRA

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