

Institute Of Advanced Motorists New Zealand Incorporated

Performance Report

For the 12 months ended

31 December 2022

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Institute Of Advanced Motorists New Zealand Incorporated

Entity Information

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

For the 12 months ended
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Guidance Section 3		
E11	Legal Name of Entity:*	Institute Of Advanced Motorists New Zealand Incorporated
E12	Other Name of Entity (if any):	IAM Roadsmart
E13	Type of Entity and Legal Basis (if any):*	Incorporated Society
E14	Registration Number:	221806
E15	Entity's Purpose or Mission: *	The Objectives of the Institute are: (a) To promote, develop, and foster the highest possible standards of driving / riding among motor vehicle Drivers / riders, in particular by (but not limited to) the provision of an Advanced Driving or Riding Qualification. (b) To promote road safety for public benefit by the encouragement of better driving or riding.
E16	Entity Structure: *	The Institute is governed by a National Council with elected members (President, Vice-President, Secretary & Treasurer) along with ex-officio members representing the Local Groups, Director of Tests, Chief Examiners & Chief Observers (Cars, Motorcycles & Heavy Vehicles). There are also elected members who are elected to general positions but then may be assigned specific roles (Health & Safety, IT, etc.). The National Council sets overall policy direction, controls finances, and otherwise provides governance to the Institute. Local Groups are in place in Auckland, Central North Island, Wellington, Top of the South & Christchurch. The Local Groups take responsibility for the members in their geographic area, and have Examiners, Observers whose role is to undertake the education and mentoring of Associates so that they can be upskilled to undertake and pass the Test which elevates them to Full Members.
Section 3 E17	Main Sources of the Entity's Cash and Resources:*	The main income source for the Institute is the annual subscription paid by members, though it is occasionally in receipt of donations and sponsorship. ACC has been a significant provider of funds at times - for example, making a donations in order to facilitate the supply of Roadcraft books to all Associates as they join the Institute.
E18	Main Methods Used by the Entity to Raise Funds:*	The main method used to raise funds is by levying an annual subscription on its' members. Secondary methods are engaging with possible sources of sponsorship / donations providing suggestions as to the benefits of funding initiatives.
E19	Entity's Reliance on Volunteers and Donated Goods or Services: *	The Institute is reliant on the volunteer efforts of its' members - they provide the mentoring, education, observation and examination support in their own time and at their own cost (including the use of their own car / motorcycle / heavy vehicle). Without this support the Institute could not perform the essence of its' existence.
E110	Additional Information:*	
Section 3 E111	Contact details	
	Physical Address: No physical address	
	Postal Address: PO Box 222, Waikanae, 5250	
	Phone: Gordon Peel - Treasurer 027 534 5733	
	Email/Website: treasurer@iam.org.nz www.iam.org.nz	

Required sections are marked with an asterisk "*"

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Institute Of Advanced Motorists New Zealand Incorporated

Statement of Service Performance

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

For the 12 months ended
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Section 4
SSP1

Description of the Entity's Outcomes*:

The development of drivers & riders to the level at which they can pass the Advanced Driving / Riding qualification is a primary outcome for the Institute. This is achieved by a system of mentors / observers working with the driver / rider to improve their skills before they are then assessed by undertaking the Advanced Test. Promotion of safe driving / riding by attending events and promoting Roadcraft is an additional means by which the message is spread.

	Actual*	Budget	Actual*
	This Year	This Year	Last Year
Description and Quantification (to the extent practicable) of the Entity's Outputs:*			
Candidates submitted to Advanced Testing	24	17	18
Attendance at Events to Promote Driving / Riding Safety	3	4	2

SSP3

Additional Output Measures:

SSP4

Additional Information:

The Institute is experiencing consistent growth in interest in its' activities, evidenced by growing membership numbers and growing numbers of Observers and Examiners (in both Car & Motorcycle divisions). There are also moves starting to be made to achieve representation in geographies not currently represented (Taranaki & Otago for example)

Institute Of Advanced Motorists New Zealand Incorporated

Statement of Cash Flows

"How the entity has received and used cash"

For the 12 months ended
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Guidance
Section 7

	Actual*	Budget	Actual*
	This Year	This Year	Last Year
	\$	\$	\$
CF1	Cash Flows from Operating Activities*		
	Cash was received from:		
	Donations, fundraising and other similar receipts*	1,930	1,031
	Fees, subscriptions and other receipts from members*	20,540	18,555
	Receipts from providing goods or services*	860	1,122
	Interest, dividends and other investment receipts*	394	49
	Star Insurance Commissions	314	
CF2	Cash was applied to:		
	Payments to suppliers and employees*	12,148	18,943
	Donations or grants paid*		
CF3	Net Cash Flows from Operating Activities*	-	1,814
CF4	Cash flows from Investing and Financing Activities*		
	Cash was received from:		
	Receipts from the sale of property, plant and equipment*		
	Receipts from the sale of investments*		
	Proceeds from loans borrowed from other parties*		
	Capital contributed from owners or members*		
CF5	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 or members*		
CF6	Net Cash Flows from Investing and Financing Activities*	-	-
CF7	Net Increase / (Decrease) in Cash*	-	1,814
CF8	Opening Cash*	49,560	47,746
CF9	Closing Cash*	61,450	49,560
	This is represented by:		
CF10	Bank Accounts and Cash*	61,450	49,560

Institute Of Advanced Motorists New Zealand Incorporated

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended

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Guidance

Section 8

AP1

Basis of Preparation*

Institute Of Advanced Motorists New Zealand 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.

AP2

Goods and Services Tax (GST)*

Institute Of Advanced Motorists New Zealand Incorporated is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

Income Tax

Institute Of Advanced Motorists New Zealand Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

AP3

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.

AP5

Changes in Accounting Policies*

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

Institute Of Advanced Motorists New Zealand Incorporated

Notes to the Performance Report

For the year ended
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Guidance
Section 5

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer1 Fundraising revenue			
	Total		-

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer1 Donations and other similar revenue	Donations	1,930	1,100
	Total		1,930

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer2 Fees, subscriptions and other revenue from members	Subscriptions	15,090	14,390
	Test Fees Surrendered	6,180	
Total		21,270	14,390

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer3 Revenue from providing goods or services	Sales of Merchandise	860	527
	Total		860

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer4 Interest, dividends and other investment revenue	Interest	394	166
	Total		394

Revenue Item	Analysis	This Year	Last Year
		\$	\$
SoFPer5 Other revenue	Conference Fees		2,525
	Star Insurance Commissions	314	
Total		314	2,525

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Notes to the Performance Report

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Section 5

Note 2 : Analysis of Expenses

		This Year \$	Last Year \$
SoFPer7	Expense Item		
	Expenses related to public fundraising		156
	Total	-	156
SoFPer8	Expense Item		
	Volunteer and employee related costs		1,255
			456
			1,235
	Total	5,297	2,946
SoFPer9	Expense Item		
	Costs related to providing goods or services		1,953
	Total	582	1,953
SoFPer10	Expense Item		
	Grants and donations made		400
	Total	-	400
SoFPer11	Expense Item		
	Other expenses		3,834
			1,270
			784
			323
			1,266
			15
			3,066
			471
Total	4,586	11,029	

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Notes to the Performance Report

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Section 6

Note 3 : Analysis of Assets and Liabilities

			This Year \$	Last Year \$
SoFPos1	Asset Item	Analysis		
	Bank accounts and cash	Bank Accounts	61,450	49,560
		Petty Cash		
		Total	61,450	49,560
SoFPos2	Asset Item	Analysis	\$	\$
	Debtors and prepayments			1,467
		Total	-	1,467
SoFPos3	Asset Item	Analysis	\$	\$
	Inventory			
		Total	-	-
SoFPos4	Asset Item	Analysis	\$	\$
	Other current assets			
		Total	-	-
SoFPos7	Asset Item	Analysis	\$	\$
	Investments			
		Total	-	-
SoFPos8	Asset Item	Analysis	\$	\$
	Other non-current assets			
		Total	-	-
SoFPos12	Liability Item	Analysis	\$	\$
	Creditors and accrued expenses	Subscriptions Paid In Advance	8,450	9,180
		Conference Fees Paid In Advance	1,400	
		Test Fees Collected In Advance	6,000	11,180
		Creditors	350	260
	Total	16,200	20,620	
SoFPos13	Liability Item	Analysis	\$	\$
	Employee costs payable			
		Total	-	-
SoFPos14	Liability Item	Analysis	\$	\$
	Unused donations and grants with conditions	ACC Donation For Roadcraft Books		780
		Star Insurance Donation - Website Development	1,320	
	Total	1,320	780	
SoFPos15	Liability Item	Analysis	\$	\$
	Other current liabilities			
		Total	-	-
SoFPos17	Liability Item	Analysis	\$	\$
	Loans			
		Total	-	-
SoFPos18	Liability Item	Analysis	\$	\$
	Other non-current liabilities			
		Total	-	-

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Notes to the Performance Report

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Note 4 : Property, Plant and Equipment

PPE1 - PPE6

This 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	-	-	-	-	-

PPE7 - PPE8	
Current Valuation*	Source and Date of Valuation*

PPE1 - PPE6

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	-	-	-	-	-

PPE9

Significant Donated Assets Recorded - Source and Date of Valuation *	

PPE10

Significant Donated Assets - Not Recorded *	

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Notes to the Performance Report

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Note 6 : Commitments and Contingencies

Section 9	Commitment*	Explanation and Timing*	At balance date	At balance date
			This Year*	Last Year*
			\$	\$

Commitments

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

At balance date

At balance date

Contingent Liabilities and Guarantees

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

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Notes to the Performance Report

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Section 9

Notes 7-12

Note 7: Other

01-03 Significant Grants and Donations with Conditions which have not been Recorded as a Liability*

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

04-05 Goods or Services Provided to the Entity in Kind*

Description*	Amount*

06-07 Assets Used as Security for Liabilities*

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

08-09 Note 8: Assets Held on Behalf of Others*

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

010-012 Related Party Disclosures:
There were no transactions involving related parties during the financial year. (Last Year - Nil)

013-015 Note 10: Events After the Balance Date*

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)