

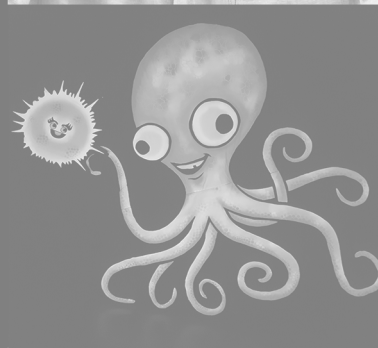
REGENT THEATRE TRUST BOARD

Annual Report 2020-21

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REGENT THEATRE TRUST BOARD

Annual Report 2020-21

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Chairman: David Lea



General Manager: David Walsh



OUR DIRECTORY

Come and see us at:	53 Broadway Palmerston North New Zealand
Mail, Phone us at:	PO Box 1723 Palmerston North Phone (06) 3502100
Email and web addresses are:	manager@regent.co.nz www.regent.co.nz
Registered office of the Trust:	c/- Palmerston North City Council Civic Administration Building The Square PO Box 11-034 Palmerston North
Accountants	BDO Central (NI) Limited
Legal Advisers	Fitzherbert Rowe Lawyers
Bankers	ANZ Bank New Zealand Limited
Auditors	Audit New Zealand on behalf of the office of the Auditor General
Trust Board	David Lea (Chairperson) Mark Mabbett (Deputy Chair) Susan McConachy Tania Kopytko Phil Payton Kane Parsons Natalie Rowney Tessa Lohead Julie Walker (Secretary Part year) Penny Odell (Secretary Part year)

The Trust Board originated from the group of people who fought to save the Theatre in the early 1990s. The Board completed its job of saving and re-establishing the Theatre and in 2001 was restructured from a representative based group to a smaller skill based group. The Trust exists to further the interests of the Regent on Broadway and leases the Theatre from the Palmerston North City Council.

Staff

David Walsh (General Manager Mar - Jun)
Kathiy Watson (Oct – Mar)
David Walsh (Acting July - Oct)
Shamus Jackson (Technical Manager)
Cheenu Natarajan (Theatre Technician)
Julie Walker (Financial Controller)
Anoushka Treur (Promotions and Marketing Coordinator)
Karen Hambling (Ticketing)
Taylor Ellis (Ticketing)
Janice Jones (FOH Manager)
Chris Laing (FOH Manager)

The Theatre employs 7 permanent staff and two of which are casual staff. All employees are accountable to the Trust Board through the General Manager.

FRIENDS OF THE REGENT**Office Holders**

Peter Doherty (President)
Adam Robertson (Vice President)
Christine Earle (Treasurer)
Lesley Findlay (Secretary)

Friends of the Regent Patrons Anna Leese

The Friends is an incorporated society whose members voluntarily give their time to the Regent on Broadway. The Friends contract to provide ushering and Catering (Refreshments and Bar Services) to the Theatre patrons and hirers. This help to provide the Theatre with equipment purchases from the funds received for these efforts.

PALMERSTON NORTH CITY COUNCIL

Palmerston North City Council is the building owner and has provided the majority of the funding required to restore the Regent on Broadway in 1998. The Council provides an annual operational grant to the Regent on Broadway.





26TH ANNUAL CHAIRMAN'S REPORT

2020-21 Year Ended 30th June 2021

They say that with patience, The Phoenix will rise from the ashes. Well, that's a little bit how it feels at the moment for us at The Regent. Although thankfully there are no ashes but there is certainly a feeling of thankfulness and an increased excitement about the future!

After farewelling our long serving Manager Charles Forbes, we appointed our new Manager with much fanfare and excitement about our new direction with our new Manager Kathiy Watson. Sadly, personal circumstances in Kathiy's life determined her future and after just a few short months Kathiy had to reluctantly relinquish her new job and return to family in Wellington.

For the second time within the year the call went out to our previous acting Manager David Walsh to rescue us, however this time once again the Board decided that with everything that had gone on over the previous 12 months, it would be prudent to appoint David as permanent Manager for a period of at least 12 months with a further renewal of his contract determined by David himself and The Board, dependant on circumstances at the time. I can very happily report that David has exceeded our expectations and has calmly and professionally steered the ship through the storms created by past events. What was looking like a financial disaster (caused mainly by Covid) has been turned into what we believe in the circumstances to be a remarkable financial turnaround and profit for the year. I would like it recorded that the Board are indebted to David for his remarkable skills and dedicated commitment to his role as Manager. I know David goes way beyond his contractual requirements and has The Regent at heart with all he does.

Special thanks to his wife Kathryn for allowing David to interrupt his retirement and do what he is doing to maintain the high standards we aspire to.

PROGRAMME

I will not repeat the information provided in our manager's report but simply say post-covid has seen a large and diversified programme by both International and National performers and an increase in Local community use. I must say it has been rewarding and exciting to have several Full Houses over the past few months. The Board is determined to continue and expand on the Cultural diversity and universality of our programme. We are grateful for the support of our community organisations and patrons which allows us to continue this approach.

THE BOARD

2020 saw the end of approximately 18 years' service to the Board by Martin Carr. We are grateful for Martin's input over the years and know he leaves us as a friend that can be called on for any advice he may have to help us. Martin's retirement left a gap in our skills matrix and so it is with pleasure that we introduce our newest Board Member Tessa Lockhead. Tessa is an accountant working in the city and brings those accounting skills that were lost when Martin left. I am excited about this appointment and look forward to a new set of eyes and skills around the table.

It would be remiss of me not to make special mention of my Deputy Chair, Mark Mabbett. Mark is the manager of a very large corporate business here in

Palmerston North and brings an array of business skills to our Board. Mark has stepped in for me on many occasions this year and I am extremely grateful to have him as my backup. I consider we are very lucky to have Mark on our Board.

The names of all our Board members are listed at the front of this report. I am thankful for the dedication and the skills they bring as individuals and as a collective. I would like to thank them all for their service to our community by serving on The Regent Board.

ACHIEVEMENTS IN THE PAST 12 MONTHS

Just surviving has been our greatest achievement this year, (along with ending with a small profit)!

In my last report I alluded to the “Sister Act” success and our overcoming Covid barriers to be the first theatre in New Zealand to open a show despite Covid lockdown conditions.

For the record, Act 3 productions and The Regent on Broadway Promotions made headlines and were the envy of the country when they “Thought outside The Square” and divided our theatre into 4 separate (Covid compliant) sections which allowed the “show to go on”. This was a lifesaving exercise for Act 3 Productions and The Regent was proud to be able to help make this happen. It is occasions like this that we are proud to work with the community to deliver these sorts of outcomes and while The Regent on Broadway Promotions fund suffered a small loss, the Board were adamant that this venture be supported. Special thanks to Alan Nagy and his team along with David Walsh and our staff for going that extra mile during this event.

Sadly 2021 saw the death of Pat Snoxell after a life of dedication to theatre in general but especially dedication to The Regent. Pat was a founding board member, and his skill and dedication has helped form this board over a 25-year period of service. We were proud that Pat’s family held his farewell service in our theatre. A fitting farewell was attended by a well-earned “Full House” Rest in Peace Pat.

SOME THANK YOUS

Despite being “locked out” for some months, our faithful and dependant “Friends” have continued to provide their services for the betterment of our Theatre. Their hard work and dedication have provided around 1 million dollars’ worth of improvements to The Regent over the past 26 years. An incredible and impressive feat and one that is the envy (and the model for others) of theatres throughout the country. Technically this is a million-dollar saving to the ratepayer as if it were not for the Friends, then the

Council would have been asked to provide these improvements and we all know that many of them just would not have happened because of (legitimate) council budget constraints. Thankyou Friends. Know you are appreciated.

To all our Staff, thank you for “hanging in there”. Times have been difficult, and jobs have been close to the line at times, but we have survived with no casualties thanks to your commitment to keeping our Theatre running. You are a dedicated and hard-working bunch and I look forward to working with you all and enjoying the fruits of any sacrifice you have made because of Covid. We are especially grateful for your support of David Walsh as he steers us through much change. A special thanks to Julie for stepping into the secretarial role at such short notice.

As always, thanks to The Mayor Grant Smith and the City Council for their support in all matters over the past year. We enjoy the freedom to run The Regent as we believe it should be run but we are also thankful that we have the backstop of the Council when we need it.

I look forward to a new and exciting year for us all.



David Lea
Chairman Regent Theatre Trust Board
September 2020.



GENERAL MANAGER'S ANNUAL REPORT

For the 2020–21 Year Ended 30 June 2021

A YEAR OF CHALLENGES: With Covid-19 still having a major effect on our business, our ticketing provider TicketRocket being placed into liquidation affecting the revenues of both promoters and the theatre, and the change of General Managers throughout the year has certainly made this year a year of challenges.

The year started in July with our first production since the country's lockdown in March, with two performances of *Cat in The Hat*. We were unaware at that stage if the public was ready or willing to return to theatre and were pleasantly surprised when we had an attendance of 1055 for this production.

Following on from this, our local Act 3 society commenced their season of *Sister Act*. This production commenced on 7th August for 12 performances only, but with Covid still dominating the country, this production did not conclude until 5th September. A stop/start period occurred as the country went back into the different levels of lockdown. Shows dates were cancelled then rescheduled, tickets were refunded, and tickets were exchanged for new performance dates. These were challenging times not only for our staff but for the production team and the public. Even today we are still in challenging times with the threat of Covid hanging over us and affecting the industry that we work in.

Creative minds shone during this difficult period of Covid vs *Sister Act*, when the Government announced a maximum gathering of only 100 people. By working with Act 3 productions who suggested

that we divide the theatre into 4 different quadrants, each with its own separate entrance, toilet facilities etc we could increase the allowable number permitted within the theatre from 100 to 400. This was notified to Government, and we proceeded accordingly. So, during level 2 lockdown we were the only theatre in NZ (and possibly the world) to have a show on stage playing to a live audience. This innovation gave Act 3 productions and us a number of awards from within the industry and this example was subsequently used by other theatres throughout the country.

Although our borders are still restricted, or entry into the country requiring strict quarantine measures, we have been very fortunate in securing several amazing events during the past 12 months that possibly would not have happened pre-Covid. Shows such as *CROWDED HOUSE* which sold out in a matter of minutes of going on sale. This event also was not without Covid issues as Auckland going back into lockdown meant the tour had to be rescheduled with date changes meaning refunding once again ticket holders who could not attend the rescheduled date etc.

Other international touring shows that we were fortunate enough to secure included *THE WIGGLES*, *RUSSELL HOWARD*, *BILL BAILEY*, *BEN ELTON*, *CELTICA*, all performing to capacity or near capacity houses. Tribute shows *SWEET CAROLINE*, *TINA SIMPLY THE BEST*, *ABBA* and New Zealand production touring shows *PINK FLOYD*, *THE BOSS*, *HOWARD MORRI-*

SON, GOLD DUST WOMAN not only helped provide a variety of entertainment for the region but had great audience numbers in attendance as well.

We were excited to hold the inaugural Te Papaioea Festival in February and although numbers attending were not high, we hope that this event continues to grow within the city.

The return of Kapa Haka Competitions and local Dance competitions also contributed to us achieving some of our targets for the year.

The Regent Theatre Trust Board appointed a new General Manager who commenced her position in October 2020. Due to personal circumstances, she left her position in March 2021. This was a further challenge, not only for the Board but also for the staff as well.

Although we did not achieve some of our targets with our attendances for the year of 78055 down 9545 on our predicated budgeted figure, we continued to value our relationships that we have built with our hirers and loyal patrons especially with the year that we have just had and wish to thank them.

Credit must also go to the Board, Staff, and volunteers whose passion for the theatre shone through during such challenging times.

I look forward to another year of the unknown and we are confident that we will all rise to any challenges that may be put in our way. Our advance bookings are healthy, and I am sure the next financial year will yield results that will align to the Palmerston North City Council's Strategic Goals.



David Walsh
General Manager



OUR STRATEGIC OBJECTIVES

1. Support a vibrant, creative and exciting city

OBJECTIVE

To be a venue for exciting community and performing arts experiences for the people of Palmerston North and the wider Manawātū region including recognizing the role of local Tangata Whenua.

The Regent on Broadway will support this goal by:

- Programming regional, national and international performance.
- Enabling people to come together for performing arts events and community celebrations – such as commercial and community shows, graduations, arts, cultural and educational events.
- Enabling diverse communities to come together to celebrate.
- To encourage local primary, intermediate and secondary schools, dance schools, also theatre educators and theatrical groups to take advantage of the theatre's significant capabilities and resources as a performance and learning space in respect to all aspects of the performing arts.
- To provide a well-resourced and well-equipped amenity to attract a wide range of performances and events to the city.
- Providing a specialised performance venue, professional technical advice and support, and marketing support.

Support a vibrant, creative and exciting city				
Objective	Performance Measure	2020/21	Actual	Comments
To be a venue for exciting community and performing arts experience for the people of Palmerston North and the wider Manawatu region including recognizing the role of local Tangata Whenua	Total number of main auditorium hires annually (days the auditorium is used) to be not less than	153	Not Achieved	Total number of main auditorium hires were 47 below target. We achieved 153 hires from a target of 158, the quality of the hires helped us financially to exceed our budget by 18%. The Covid effect had a dramatic impact on our business during the first 6 months of trading with over 35 shows/events having to be cancelled or postponed
	Total Number of main auditorium national/international venue hirers (actual live performances) to be not less than	30	Achieved	31 events were achieved during this year with some major acts gracing our stage. Crowded House would have to have been the biggest act (both in name and technically) together with Three International British Comedians, Three Australian touring Tribute shows all helped in achieving our target. The Royal NZ Ballet cancelled one tour due to Covid but two other tours were held
	Total number of events overall that are held over all spaces in the theatre	350	Achieved	356 events achieved, which was a wonderful result as 35 events were either cancelled or postponed during the start of the year due to Covid-19

OUR STRATEGIC OBJECTIVES

2. Support an innovative and growing city

OBJECTIVE

To engage in effective collaboration with our stakeholders and clients, that enables the best customer experience

The Regent on Broadway will support this goal by:

- Actively contributing to the arts powerhouse steering group.
- Consolidating and nurturing relationships with national and international promoters and national cultural icons (such as the Royal New Zealand Ballet, the New Zealand Symphony Orchestra and Creative New Zealand) so that the Regent on Broadway is a principal venue of choice when considering their programming each year.
- Development of social media strategy which includes communication with diverse audiences.
- To establish and nurture strong relationships with all local and regional theatre, dance, and entertainment groups in the view to supporting productions of significance and to maintaining and operating an entrepreneurial fund to procure these and other events (by production participation) that would not otherwise come to the Regent on Broadway.
- Set up customer service survey platform. Trial, review, and act on findings.

Support an innovative and growing city				
Objective	Performance Measure	2020/21	Actual	Comments
To engage in effective collaboration with our stakeholders and clients, that enables the best customer experience.	Total number of variety type shows such as tribute concerts and professional performers from the commercial sector not less than	20	Achieved	Audiences had a variety of shows to attend with Tribute Shows such as Tina Simply the Best, Sweet Caroline, Abba, Pink Floyd and Gold Dust Woman. Our target was reached with 23 events held.
	Total number of tertiary graduation ceremonies held not less than	11	Achieved	A total number of 14 ceremonies held. Massey Graduation ceremonies holding 11 ceremonies and U-Col holding three.
	Total number of local school concerts held not less than	10	Not Achieved	Again, due to Covid, most schools cancelled their productions. Schools usually schedule a production every two years. Only 6 school performance were held for the 2020/2021 year.
	Total number of school prize-givings held not less than	14	Not Achieved	The cancellation of a lot of school prize-givings following the Covid outbreak resulted in not achieving our targeted figure of 14 with only 9 events held
	Total number of ethnically diverse concerts & productions, both community and professionally produced not less than	6	Achieved	Eight events held with the Te Papaioea contributing to this target

OUR STRATEGIC OBJECTIVES

3. To develop a marketing and promotion strategy that maintains and builds audiences

OBJECTIVE

To engage with diverse audiences via a marketing and promotion strategy that is continuing developing and responding to regional demographics and artistic /cultural trends.

The Regent on Broadway will support this goal by:

- Supporting events by establishing professional marketing strategies, resources, tools, and e-platforms – such as Facebook, Instagram and a well-appointed website.
- Develop and align promotional and marketing strategy to the vision, goals and principles of PNCC, especially the goal “To be a creative and exciting city”.
- Identify key client audiences, prioritise, and schedule targeted material and effective communication. This includes:
 - ▷ Advertising, e-newsletters, and Facebook
 - ▷ Developing a calendar of media opportunity and identifying key staff and Board Members as media spokespeople.
 - ▷ Obtaining or providing e-media and promotional training and policies and guidelines as required.
 - ▷ Updating media release contacts and templates as re
- Update the website and investigate ways to ensure that it stimulates interest
- Undertake relevant statistical and audience demographic data analysis to determine future trends and target audiences.

To develop a marketing and promotion strategy that maintains and builds audiences				
Objective	Performance Measure	2020/21	Actual	Comments
To develop a Marketing and Promotion strategy that maintains and builds audiences	Total Attendances to all events held, not less than.	88,600	Not Achieved	We failed to meet our target attendance figure for the year of 88,600. Our total attendance of 78,055 was a pleasing result due to a difficult six months that we experienced at the start of the year due to Covid. This figure was an increase of 12,755 from the previous year.

The Regent on Broadway works to provide a mix of diverse performance, talent, and entertainment. This builds on the reputation that Palmerston North is a vibrant, creative, and exciting city and aligns with the theatre's operational strategy to explore new ways of attracting high quality performances and increasing diverse community use.

To develop a marketing and promotion strategy that maintains and builds audiences				
Objective	Performance Measure	2020/21	Actual	Comments
To secure continuity in the professional operation and financial sustainability of the Regent on Broadway	Secure the funding for the theatre's main auditorium sound system and to progressively improve and add to the system over the next 3 years. Funding to be sourced.	\$40,000	Not Achieved	The full replacement of the sound system occurred during the latter part of 2019-20 and no action was taken this year to secure extra funding for the continued improvements to this system. One of the reasons was mainly due to the changes in Management throughout the year and with other issues (replacement of flying system) that required us to source and secure funding for. The sound system additions are due to be actioned during 2021-22
	That at least \$40,000 of capex funding is sourced/ obtained for this year from sources such as the Friends of the Regent and other external providers of charity funding.	\$40,000	Not Achieved	With a very uncertain start to the year, due to Covid-19 and the cancellation and postponement of so many events a cautious approach has been taken with expenditure. \$5,688 was secured for the purchase of new chairs for Stage Manager and Sound & Lighting desks plus a new static camera and wall mount for the auditorium. The Friends of the Regent have also committed \$25,000 towards the replacement of the flying system 2021-22

OUR STRATEGIC OBJECTIVES

4. Support an innovative and growing city

OBJECTIVE

Secure the future of New Zealand's most valued historic regional venue.

A city with a unique, well-designed, and well-resourced venue such as the Regent on Broadway is a city that will achieve significant growth in the areas of performing arts and entertainment and thereby support an innovative and growing city. A venue of the splendour and calibre that is the Regent on Broadway can be the ultimate performance highlight for many young and new performers. It is also a desire of many professional entertainers to perform in venues of the grandeur and quality of the Regent on Broadway. The maintenance and conservation of the Regent on Broadway is therefore imperative so that the venue is sustained now and well into the future.

Support an innovative and growing city.				
Objective	Performance Measure	2020/21	Actual	Comments
Secure the future of New Zealand's most valued historic regional venue.	Working with Palmerston North City Council and all other stakeholders dedicated to continuing the appreciation of the heritage aspects of the Regent and overseeing the maintenance and preservation of such aspects to prevent degradation.	To meet general maintenance obligations that are required by the Trust Deed.	Achieved	Close working relationship with PNCC
	Maintaining the category 1 Heritage New Zealand designation.	In accordance with the asset management plan, implement the necessary maintenance and upgrading tasks identified for 2020/21, with skilled workers and consultants.	Achieved	In conjunction with the PNCC all work scheduled carried out by approved contractors from PNCC e.g., painting and replacement carpet in Green Room, Building Maintenance including roof repairs, plumbing etc.

REVIEW OF YEAR

After a very cautious start to the year events slowly returned to the theatre. A joint venture between the Regent on Broadway and Act 3 of their production of SISTER ACT commenced in August. We were limited to the number of attendances for each performance due to Covid 19 restrictions at the time. By creative innovation on this production this resulted in attendances of 4036 and was a success financially for Act 3.

The theatre also hosted throughout the year events which not only were of a commercial nature but events that reflected the diversity of our cultural city with capacity audiences attending both Ko Whiri Tika Mai and Te Pae Tamariki Kapa Haka.

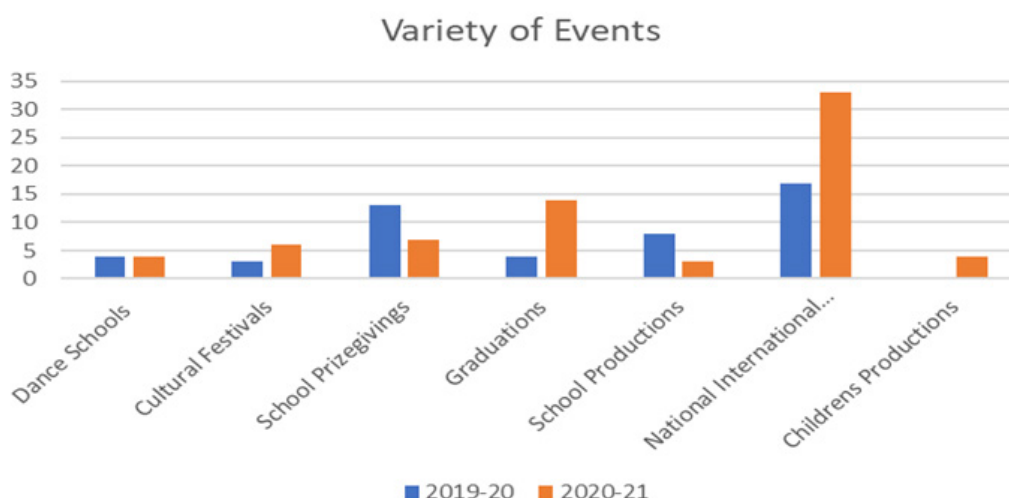
The ongoing effect that Covid-19 has had at the Regent resulted in 35 bookings being cancelled or

postponed during the year. Although this had an impact on the total number of bookings, we held 356 events during the year against our forecasted figure of 350.

The Revenue received from the previous year's commercial bookings (2019-20) accounted for 45.3% of our total venue hire, compared to 60.33% this year.

We are hopeful that the new "normal" for next year's events due to Covid 19, do not impact too severely on our business. We will continue to liaise with potential users and encourage them to secure the theatre for their events.

The graph below highlights some of the variety of events that we held during this past year.



ATTENDANCE SPLIT

There was a total of 315 Community events, held throughout the year compared with 207 Community Events being held the previous year. The increase in the number of community events include the hire of our Rehearsal room 4 days per week for the teaching of dance. This activity was impacted last year with the covid lockdown.

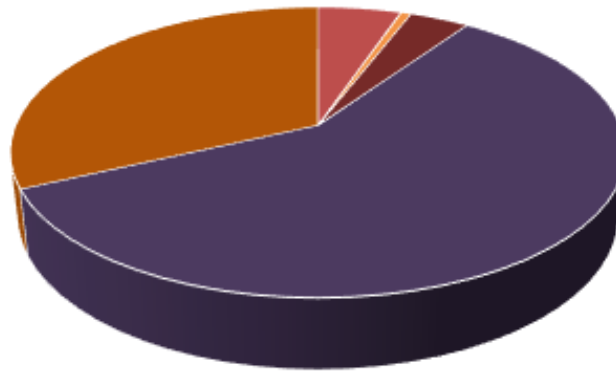
The number of Commercial events held increased from 18 last year to 40 this year which was a very encouraging result considering the difficult climate

we are trading in. However, our results for this year continued to be impacted by Covid-19.

Local Community Events held in the Auditorium accounted for 61.7% of our total attendances and 29.54% of revenue received.

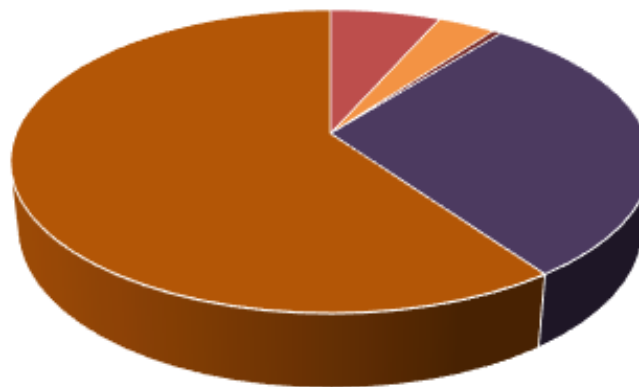
Professional events held in the Auditorium accounted for 59.8% of the revenue received and 33.66% of our attendance..

Attendance Split 2020-21



- Dance Schools 5.5%
- Tours 0,05%
- Function Rooms Community 0.65%
- Function Rooms Commerical 3.94%
- Local Event Auditorium 61.70%
- Professional Events Auditorium 33.66%

REVENUE Split 2020-21



- Dance Schools 6.63%
- Tours 0.02%
- Function Rooms Community 3.48%
- Function Rooms Commerical 0.53%
- Local Event Auditorium 29.54%
- Professional Events Auditorium 59.8%

AUDITORIUM EVENTS

The number and variety of events held during this “pandemic” year was a good result considering the impact that Covid 19 is still having on our industry.

Attendances for the year, although we struggled at the start of the year, the end results were pleasing.

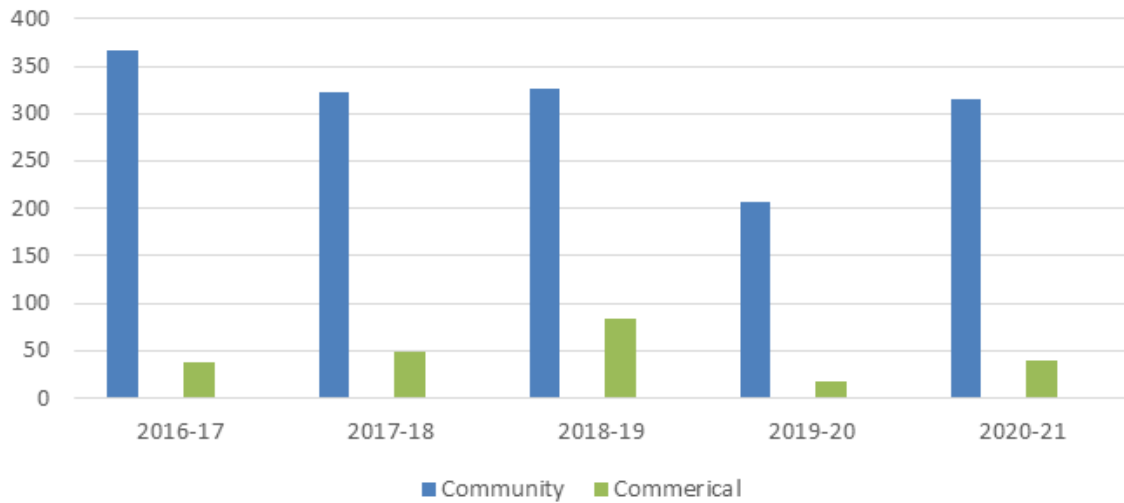
The Number of cultural concerts and festivals sector of our operations increased from last year. The inaugural Te Papaioea festival was held during

February with some of the events having reasonable attendances although Covid restrictions affected some of the productions. Other events during this period have been the Te Pae Tamariki Kapa Haka competitions, and Ko Whiri Tika Mai.

Jul-20		Modern Maori Quartet	164
Cat In the Hat	1055	Howard Morrison	598
Aug-20		Mar-21	
Sister Act	4036	Palmerston North Dance Association	784
Sep-20		Te Tihi O Ruahine	300
Dance NZ Made	1964	Celtica	514
Palmerston North Dance Association	1883	Ucol	2000
Oct-20		Crowded House	1371
The Show Must Go On	266	The Wiggles	2623
Danceworks	345	Apr-21	
Arise Church	230	Bill Bailey	1359
Hokowhitu School	700	Sol3 Mio	1293
Manukura School	900	Queen - It's A Kind of Magic	471
Manukura School Prizegiving	650	NZSO Four Seasons	566
Tina Simply the Best	314	Unity in Adversity	271
Nov-20		Gold Dust Woman	256
Awatapu College	700	Arise Church	252
BDO	50	Madagascar	1737
Dean McKerras School of Dance	1255	May-21	
Ko Whiri Tika Mai	1989	Royal Family	1380
Papaioea Festival Launch	75	Massey Graduation	7324
7 Days Live	933	4 Suits & a Soprano	313
Body Builders	423	National Young Leaders Day	1270
National Young Leaders Day	1199	Creative Futures Conference	331
Te Moana Glow Show	499	Royal NZ Ballet Giselle	795
Massey Graduation	5500	Sweet Caroline	570
Th' Dudes	656	Ben Elton	634
Royal NZ Ballet	1010	PN Camera Club	30
Abba	628	Pink Floyd	850
Hits From the Brits	267	Geoff Sewell	492
Dec-20		Jun-21	
Winchester School	945	Manukura School	543
St Mary's School	572	Dean McKerras Kings and Queens	1389
Christmas Showcase	53	Palmerston North Dance Association	286
Very Palmy Christmas	300	Showquest	468
Palmerston North Intermediate Normal	1350	Big Sing	1990
Ross Intermediate	1200	Cloverlea School	983
Whakarongo School	1100	The Boss	626
St Peter's Prizegiving	1200	150yr Palmerston North	320
Danceworks	1278	Te Pae Tamariki	1300
ITO	170	Newbury School	443
Feb-21			74797*
Pat Snoxell Funeral	450		
Russell Howard	1008		
Cancer Society Variety Show	200		
Lost Letter Office	77		
What's a Samoan	351		
Julia Deans	120		

*The above attendance numbers refer only to events that were held in the auditorium.

Community vs Commerical Events Held



FUTURE GROWTH

As stated in last year's report, to sustain momentum in growth and market share continues to be more challenging, as not only does technology drill into the entertainment quota of the discretionary household budget but we now have the challenge of the Covid pandemic which currently is having an impact on attracting overseas acts.

The theatre's 10 Year Strategic Plan was completed during 2020 with the following vision and mission:

OUR VISION:

To provide the most vibrant theatre going experience in an unforgettable venue of classical grandeur.

OUR MISSION:

To achieve this vision the Regent Theatre Trust Board will work to:

Maintain and preserve the Regent on Broadway as a valuable historic venue.

Ensure that the Regent on Broadway remains the preferred local venue of choice for international, national, and local performing arts experiences.

The Regent Theatre Trust Board will continually monitor this document to ensure we achieve the outcomes contained therein.

RUSSELL
HOWARD



THEATRE ASSETS

HERITAGE INFRASTRUCTURE AND ASSETS

Any theatre that hosts up to 100,000 people throughout a year inevitably receives wear and tear, especially during youth festivals where high energy is a factor and large competitive teams are involved. Inevitably damage occurs and usually it's to areas that have heritage significance. In respect to any part of the theatre's heritage infrastructure or assets, it is important these are maintained by well trained and highly skilled technicians. Constant focus and inspections are made in regard to all heritage areas and assets. Carefully selected skilled tradespersons and technicians are engaged to undertake any work, alterations or repairs which are done in consultation with PNCC Property Management.

GENERAL ASSET AND BUILDING MAINTENANCE

It is important to note that two-thirds of the theatre is 90 years old with all the issues relative to a building of that age and era. Constant and routine external maintenance is carried out during each year to mitigate any issues that are usual and predictable for a 90-year-old building. This is managed by PNCC Property Management in consultation with Regent Theatre Trust Management. Internal assets that are the responsibility of the building owner are managed and maintained by PNCC Property Management in consultation with Regent Theatre Trust Management.

REGENT THEATRE TRUST ASSET MANAGEMENT

The Regent Theatre Trust assets are predominantly furniture and appliances to support the theatre's ability to deliver its hospitality responsibilities, plus administration support equipment such as office furniture and computers. Also included is a large resource of equipment to support the stage events such as specialised microphones, sound, lighting, and projection equipment. These assets have realised a significant amount over the years totalling over \$1.75 million (\$314,756 after depreciation). The theatre has a comprehensive Asset Management Plan. However, funding of equipment replacement through theatre operations and normal depreciation is assisted with the help of the generous financial support from the Friends of the Regent.

CURRENT POSITION

The Board employs a team of full-time, part-time,

and casual staff reporting to a full-time manager. Staffing costs are about \$450,000 per annum. There is also a team of volunteers, "The Friends of the Regent", who provide front-of-house services to hirers. The income from this service is donated back to the Regent Theatre as a contribution towards asset renewals and capital items as required by the Board.

Council provides an operating grant of \$238,000. Council also maintains the fabric of the theatre building through its asset management programme. Assets when replaced at the end of their useful life are funded from a mixture of operating surpluses and philanthropic funds.

The Board also has the ability to source funding and grants from external agencies e.g., Central Energy Trust, Lotteries Commission, etc.

The Board maintains an asset register valued in 2020/21 at \$608,864. This includes fixtures and fittings, mainly comprising theatre equipment. Assets are replaced at the end of their useful life from a mixture of operating surpluses and philanthropic funds.



CAPITAL IMPROVEMENTS PROGRAMME

Capital programme	Now	Soon	Later
	2020/21	2021/23	2023/2030
Goal 1. To be a venue for exciting community and performing arts experiences for the people of Palmerston North and the wider Manawatu region.			
New Sound Console	\$60 - \$80k		
New Sound shell		\$30 - \$40k	
Additional Staging		\$25 - \$35k	
Replace Theatre Lighting with LEDS		\$20 - \$35k	
Replace Carpet Dressing Rooms		\$15 - \$25k	
Update Regency Room		\$20k	
Air Conditioning Dressing Room			\$12 - \$20k
Goal 2. To engage in effective collaboration with our stakeholders and clients, that enables the best customer experience.			
Signage to reflect Bi- Cultural nature of theatre		\$5 - \$10k	
External Lighting		\$7 - \$10k	
CCTV Upgrade			
Goal 3 To engage with diverse audiences via a marketing and promotion strategy that is continuing developing and responding to regional demographics and artistic/cultural trends			
New Website	\$30 - \$50k		
Electronic Billboards			\$40 - \$60k

Our capital programme for the year was not achieved. The new website is well underway and should be operational early within the new financial year. It is anticipated that this will come in under budget. The sound console is now scheduled to be replaced during 2021/22

REGENT ON BROADWAY PROMOTIONS

Regent on Broadway Promotions funding was a key to the support behind the Act 3 production of *SISTER ACT*. This event was a financial success for Act 3. The non-payment of revenue from the ticketing funds (\$37k) held by TicketRocket (who went into

liquidation) was solely carried by the Regent. This resulted in the Regent on Broadway Promotions showing a deficit of \$28k for this event.

THE FRIENDS OF THE REGENT

Each year the Regent Theatre Trust Board continues to be extremely grateful to the Friends of the Regent for the overwhelming support provided for the provision of the professional front of house ushering and catering services.

the Regent are on-charged to each event. Proceeds from both the ushering and catering services are then given back to the theatre by way of support to the theatre's infrastructure and assists with the purchase of new equipment and asset renewals.

The services for ushering provided by the Friends of

Friends Assets Purchased 2020/21

Stanley Wet/Dry Vacuum Cleaner	\$394.00
3 x Architectural Chairs	\$960.00
Point of view Static Camera & Wall Mount	\$4334.26
Total	\$5688.26

Financial support is not the total contribution made by the Friends of the Regent as they play an integral part in theatre operations. The Friends are responsible for the ushering and catering duties on event day. The training undertaken by this group of volunteers is to a very high level which gives assurance to the Regent Theatre Trust and Management that we

have a safe and efficient working venue. The dedication and commitment by the Friends is outstanding, especially when it is being provided by a group who receive no personal reward except the satisfaction they are supporting their city's Auditorium and one of New Zealand's iconic performing arts facilities.

THEATRE OPERATIONS TEAM

We have a small but very dedicated talented team:

Operations Team who look after the theatre's administration and ticketing include Julie Walker, Anoushka Treur, Karen Hambling, and Taylor Ellis. Shamus Jackson and Cheenu Natarajan are responsible for all things technical which includes sound, lighting, and stage setting. Chris Laing and Janice Jones are the Front of House Management team who look after

theatre operations and our patrons on show day.

I personally wish to thank this skilled and talented team for their passion and hard work in bringing the Regent on Broadway through another difficult year and supporting me as General Manager during such challenging times. I look forward to working as a team during the forthcoming year.

NEXT YEAR AND BEYOND

The Board continues its aims in meeting its key objectives by ensuring that the theatre is well equipped and available for hire by national, international, and local, community and professional performing arts events and celebrations. It aims to balance availability for national and international touring events with the needs of many local groups for a grand venue for their events and celebrations. The latter includes graduation ceremonies and end-of-year school ceremonies as well as opportunities for local amateur dramatic and operatic societies to stage magnificent productions in an historic proscenium theatre.

Although the future continues to be uncertain and challenging during these times, we will endeavour to progress the theatre in whichever way that the country allows. We have continued to maintain close working relationships with a number of our hirers including Performing Arts Competitions New Zealand (PACANZ) who has confirmed Palmerston North as the permanent home for future competition festivals and its performances/competitions is based principally at the Regent on Broadway. The PACANZ festival is the pinnacle of award festivals in respect to the performing arts and attracts contestants from all over New Zealand and we look forward to their return to the Theatre during October 2021 after the cancellation of this year's event due to the Covid-19 pandemic.

Act Three Productions (formerly Abbey Theatre) has also confirmed their commitment with the booking of dates out until 2024. Our relationship with the society has allowed for them to book the Regent on Broadway for a minimum of one major musical

theatre production per year. We continue to work closely with them.

Forward Bookings from our local community groups are still encouraging. Local schools and cultural groups are feeling more confident in utilising the venue following the Covid 19 restrictions. Considerable effort is made to attract schools and other education providers to use the theatre. It is principally through these types of events that involve our youth where we see growth in the performing arts by creating the performers and audiences of tomorrow.

Commitment and networking to our commercial hirers is ongoing so that the Regent on Broadway remains a strategic venue for all appropriate professional and commercial performers and events.

APPRECIATION

The Regent Theatre Trust Board together with the Management and Staff at the Regent on Broadway continues to appreciate the continued support from the Palmerston North City Council staff who have provided their advice, expertise, and services during the year.

I would again like to express my gratitude to the Operation team (Administration and Technical) and Friends of the Regent, plus thank members of the Regent Theatre Trust Board for their professional governance and guidance in assisting me once again during this time of challenges, transition, and change in guiding the theatre once more through a difficult year.

STATISTICS FOR THE YEAR ENDED 30TH JUNE 2021

MEASURES OF LEVEL OF ACTIVITY GENERATED BY THE THEATRE

	2017/18	2018/19	2019/20	2020/21
Number of events held at the Regent on Broadway	385	365	296	355
Auditorium days usage	181	158	133	140
Auditorium live nights. Commercial (actual shows)	37	36	17	40
Auditorium live nights. Community (actual shows)	116	103		142

MEASURES OF THE OVERALL SUCCESS OF THE EVENTS HELD AT THE THEATRE

Total attendances for each year	91,065	98,781	65,456	78,055
Our total attendances were sourced from: National / International Theatre	23,175	24,884	11,362	26,111
Conferences and other commercial activities	6,285	7,396		
Local Theatre	38,450	40,089	33,282	33,561
Schools, Massey, IPC and UCOL	22,493	21,740	14,880	14,344
Other local events	662	4,672	5,932	3,563
Total attendances since we re-opened in May 1998:	2,103,876	2,202,657	2,268,113	2,346,168

MEASURES OF THE FINANCIAL PERFORMANCE OF THE THEATRE OPERATIONS

Total theatre revenue – hire and cost recoveries	\$416,263	\$499,192	\$304,059	\$405,755
Operational Grant from PN City Council	\$220,077	\$231,038	\$235,986	\$238,285
Expenses (less depreciation)	(\$648,977)	(\$713,399)	(648,486)	(\$649,394)
Depreciation (Principally donated assets)	(\$90,801)	(\$71,878)	(\$83,246)	(\$82,862)
Operating surplus (deficit) after all costs	(\$103,438)	(\$55,047)	(\$191,687)	(\$88,216)

MEASURES OF THE ACTIVITIES OF REGENT ON BROADWAY PROMOTIONS

Surplus (Deficit) from Regent on Broadway Promotions	\$17,938	(\$1,886)	(\$8,911)	(\$25,339)
Number of shows undertaken	7	4	1	1

MEASURES OF ACTIVITIES OF THE EVENTTICKETINGCENTRE

Surplus (Deficit) from the EventTicketingCentre	\$25,376	\$33,070	(\$8,624)	(\$609)
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MEASURES OF ACTIVITIES OF THE REGENT SOCIAL MEDIA

Regent on Broadway Facebook activity	2018-19	2019-20	2020-21
Total Reach	2843	n/a	3789
Total Followers	4629	4991	5469
Total Likes	5420	4996	5478
Regent on Broadway Instagram followers		843	1047

COMMUNITRAK SURVEY VISITOR SATISFACTION RATING

2016	2017	2018	2019	2020	2021
N/a	97%	N/a	N/a	N/a	Insufficient forms returned to assess an accurate result

David Walsh
General Manager

FRIENDS OF THE REGENT PRESIDENT'S REPORT

For the 2020-21 year ended 30 June 2021

It is with pleasure I present the Presidents report for 2020/2021.

This past year has been better than the covid-19 infected 2019/2020 year but has still had it's trials and tribulations.

Firstly it was with great sadness we acknowledge the passing of our Theatre Patron Pat Snoxell. Pat was a tireless supporter of both the Regent Theatre and Friends of The Regent. His standing in the theatre community was well displayed at his funeral held In The Regent on Broadway. Jenny has kindly donated a swivel chair for the stage managers desk in Pat's honour and is recognised by a suitable plaque on the back of the chair.

It is also with sadness we record the passing of long time Friends Chester Clark and Marcia Kamo. Always willing volunteers they will be sadly missed. The passing of Regent Managers Kathie Watson's husband in January 2021 was a catalyst for Kathies resignation from the position of Theatre Manager. Her resignation was particularly disappointing (though understandable) as she was just starting to get to grips with the position and did not get to implement her vision for the future. David Walsh has come out of retirement for a limited time whilst a replacement for Kathie is found. It has been a pleasure working with David and his event management background and his association with the Friends has proved invaluable.

The entertainment industry is still suffering the effects of the Covid-19 border controls with overseas shows unable to enter the country. This has provided a blessing in disguise for New Zealand acts and talent which have taken the opportunity to fill the gaps left vacant.

Friends Of The Regent volunteers staffed 156 shows with 1122 ushering or catering positions.

This generated a gross income from ushering fees of \$44,470.00 with a nett income of \$37,711.27 after expenses and Roster manager wages.

Catering income was gross \$66,173.46 with a nett income of \$27,286.63 after purchases, cost of EFTPOS machines \$1,633.12 and catering manager wages

Our current bank balance stands at a total of \$172,260.72

While this may seem a very large amount to have in

reserve we have had no significant expenditure since the installation of the new sound system.

We are aware of future funding requirements such as a \$25,000.00 commitment to assist with the replacement of fly ropes (past their use by date) which is a health and safety issue. Total cost of replacement \$100,000 plus

Replacement and upgrading of the sound desk and replacement of Regency Room chairs.

Donations to The Regent On Broadway for the past year include:

- Stanley Fatmax Vacuum including 2 batteries and charger kit - \$394.00
- 3 architectural swivel chairs for operations booth - \$320.00 each = \$960.00 total
- Point of View Static Camera and wall mount - \$4334.26

Total donations for the 2020/2021 year \$5688.26

Catering services have been to the forefront of recent times particularly with regards to the supply of food to satisfy the conditions of the liquor licence held by The Regent. David Walsh has resolved this issue (all be it verbally) with the PNCC so we are only required to have available smallgoods such as ice cream, chocolate, tea/coffee with biscuits, nuts etc. We will also have available menus from local restaurants.

The speed of service over the bars has also caused concern so one of the EFTPOS machines has been upgraded and a third machine purchased. The prices have been increased to try and recover this additional expense.

Regent on Broadway has also asked for more variety in drinks available so three different RTD's will be trialled for Act 3's performance of "we will rock you"

David also initiated "Responsible Service of Alcohol" staff guide and Quiz and I appreciate the response and number of those Friends who participated in this initiative.

There are still considerable challenges ahead. Particularly around safe levels of staffing and duties to be performed by volunteers but I am sure these issues can be resolved.

The Friends have drafted a “Memorandum of Understanding” defining the relationship between The Friend and Regent on Broadway. This is with The Regent management for consideration.

In closing I would like to express my appreciation for the hours worked by all volunteers. While service is part of the purpose of The Friends it is the conviviality and selflessness that makes our voluntary contribution so special.

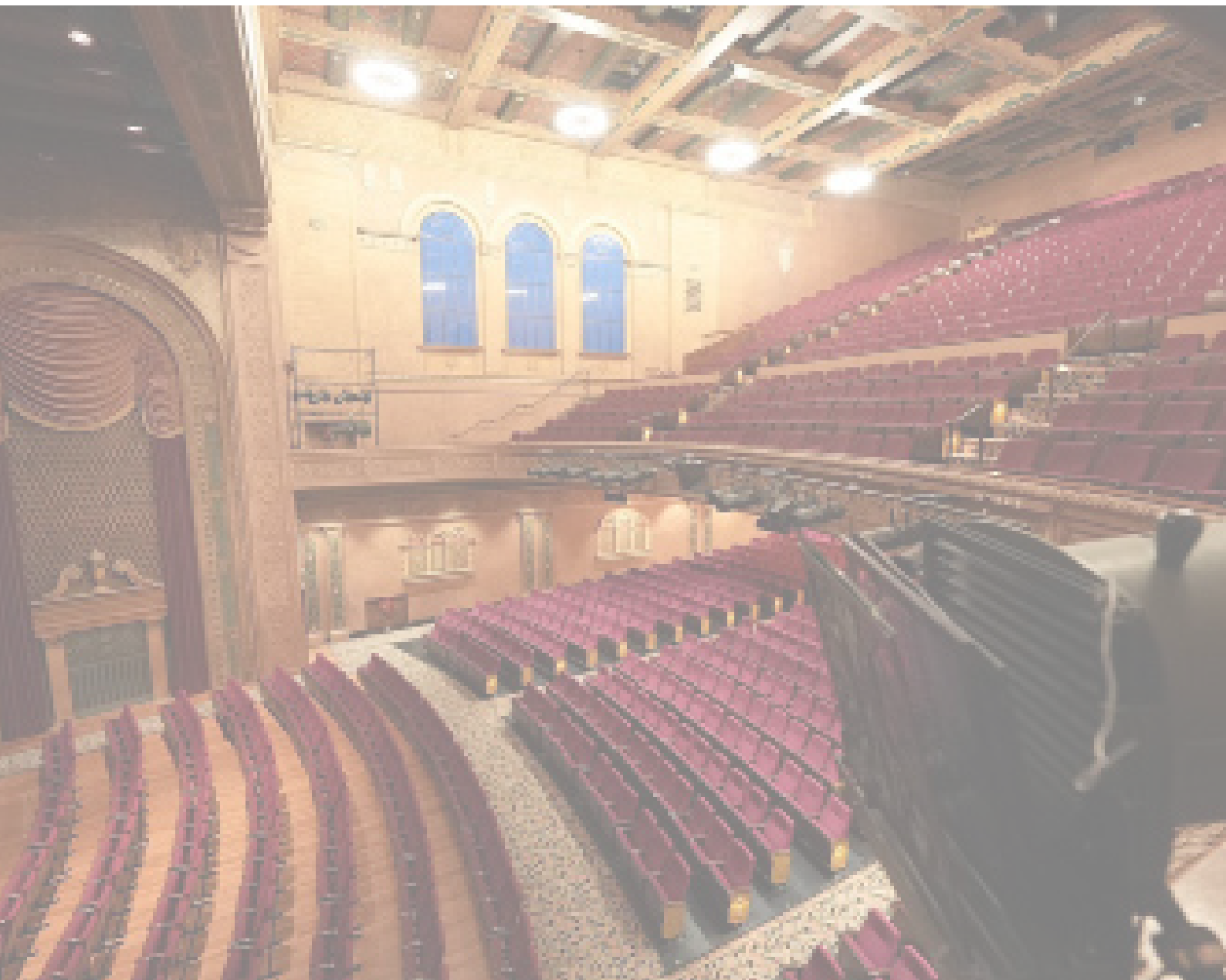
To all our members we appreciate you making yourself available, sometimes at short notice, but please remember that all shows require staffing so do not leave the less desirable shows to someone else if you have the capacity and opportunity to assist.

A special thank you to the committee especially Lesley (Secretary), Christine (Treasurer), Jann (Catering Manager), Lilian (Roster Coordinator), Marilyn (Training

coordinator) Janice/Christine (Newsletter)
I have served as president for four years and believe it is time for fresh ideas and new energy to come to this position. I therefore will not be seeking re-election these elections. I thank everyone who has worked with me over the last four years and wish the incoming president and committee all the best and pledge my full support.

I move my presidents report be accepted

Peter Doherty
President
Friends Of The Regent



REGENT THEATRE TRUST BOARD.

Entity Information for the year ended 30 June 2021

Legal name

Regent Theatre Trust Inc. (the Trust).

Type of entity and legal basis

The Trust is incorporated in New Zealand under the Charitable Trusts Act 1957. The Trust is controlled by The Palmerston North City Council and is a council-controlled organisation as defined in section 6 of the Local Government Act 2002.

The Trust's purpose or mission

The primary objective of the Trust is to maximise use of the theatre by being pro-active in encouraging professional and amateur theatre, conference organisers, community groups, schools and the general public to make full use of the facilities and make a very major contribution to the Palmerston North City Council city vision.

Structure of the Trust's operations, including governance arrangements

The Trust comprises a Board of five Trustees who oversee the governance of the Trust, a General Manager who is responsible for the day to day operations and management and reporting to the Trustees, plus eight other full-time staff who support the General Manager. The Trustees are appointed by the Palmerston North City Council.

Main sources of the Trust's cash and resources

Operating grants received from the Palmerston North City Council plus other income as received by way of Theatre hire and event ticketing centre income are the primary sources of funding to the Trust.



THEATRE OPERATIONS

For the year ended 30 June 2021

REVENUE	Note	2021 \$	2020 \$
Theatre hire		186,662	141,442
Recoveries and commissions		219,093	161,617
Council Funding – PNCC		238,285	235,986
Interest revenue		2,712	6,630
Total Income		646,752	546,675
EXPENSES			
Operating costs	2	182,849	183,380
Administration costs	2	74,880	66,756
Employee related costs		391,664	398,350
		649,393	648,486
Net operating surplus / (deficit)		(2,641)	(101,811)

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

REGENT ON BROADWAY PROMOTIONS

For the year ended 30 June 2021

	Note	2021 \$	2020 \$
REVENUE			
Manawatu's got talent		-	-
20th Birthday		-	-
Les Miserables		-	289,860
Sister Act		126,624	-
Total Income		126,624	289,860
EXPENSES			
Manawatu's got talent		-	-
Jekyll & Hyde		-	-
20th Birthday		-	-
Les Miserables		3,333	275,744
Sister Act		151,963	15,129
		155,296	290,873
Net operating surplus / (deficit)		(28,672)	(1,013)

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

PIANO CAMPAIGN

For the year ended 30 June 2021

	16 Note	2021 \$	2020 \$
REVENUE			
Interest revenue		-	-
Total Income		-	-
EXPENSES			
Piano maintenance		-	-
		-	-
Net operating surplus / (deficit)	16	-	-

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

EVENT TICKETING CENTRE

For the year ended 30 June 2021

	Note	2021 \$	2020 \$
REVENUE			
Ticketing fees		59,676	73,544
Interest revenue		-	-
Recoveries		-	-
Total Income		59,676	73,544
EXPENSES			
Cost of sales		(870)	8,004
Eftpos terminals / computers		1,413	1,414
Electricity		3,175	3,207
Freight		-	-
Employee related costs		51,524	61,819
Security		1,331	1,828
Stationery		706	1,176
Telephone		1,256	1,959
Training		-	-
Marketing and promotion		1,750	2,761
		60,285	82,168
Net operating surplus / (deficit)		(609)	(8,264)

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF FINANCIAL PERFORMANCE

For the year ended 30 June 2021

REVENUE	Note	2021 \$	2021 Budget \$	2020 \$
Theatre Operations	1	405,755	342,626	304,059
Regent on Broadway Promotions		126,624	156,485	289,860
Event Ticketing Centre		59,676	35,121	73,544
Council Funding – PNCC		238,285	238,286	235,986
Interest revenue		2,712	4,848	6,630
Community Grants	22	-	-	402,808
Donations from Friends of Regent	20	5,688	-	66,812
Covid-19 Wage Subsidy Received		35,564	26,435	65,805
Total Income		874,304	803,801	1,445,504
EXPENSES				
Theatre Operations	2	257,729	170,105	250,136
Employee related expenses	3	443,189	441,281	460,169
Regent on Broadway Promotions		155,296	148,661	290,873
Piano Campaign		-	-	-
Event Ticketing Centre		8,760	8,578	20,349
Depreciation		82,862	154,292	55,914
Total expenses		947,836	922,917	1,077,441
Net surplus / (deficit) for the year		(73,532)	(119,116)	368,063

Explanations of major variances against budget are provided in note 23.

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF CHANGES IN EQUITY

For the year ended 30 June 2021

	Total Equity \$
Balance as at 1 July 2019	589,877
Net surplus / (deficit) for the year	368,063
Balance as at 30 June 2020	957,940
Balance as at 1 July 2020	957,940
Net surplus / (deficit) for the year	(73,532)
Balance as at 30 June 2021	884,408

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF FINANCIAL POSITION

For the year ended 30 June 2021

	Note	2021 \$	2021 Budget \$	2020 \$
CURRENT ASSETS				
Bank accounts and cash	4	185,351	260,053	171,154
Prepaid Insurance		6,801	6,904	6,836
Prepayments		-	-	-
Production receivable	13	-	-	3,333
Debtors	5	17,916	7,829	4,418
Investments	6	185,295	181,136	181,136
Accrued Revenue		-	-	-
Goods & services tax		-	-	46,909
		395,363	455,922	413,786
NON-CURRENT ASSETS				
Property, plant & equipment	7	608,864	530,030	682,184
		608,864	530,030	682,184
Total Assets		1,004,227	985,952	1,095,970
LESS LIABILITIES:				
CURRENT LIABILITIES				
Creditors and accrued expenses	8	68,552	99,666	57,035
Deposits in advance	9	17,615	9,741	18,450
Employee costs payable	10	30,410	36,110	36,110
Goods & services tax		-	-	26,435
Covid -19 Wage Subsidy received		3,242	1,610	-
Total liabilities		119,819	147,127	138,030
Assets less liabilities		884,408	838,825	957,940

Continued page 37

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF FINANCIAL POSITION

For the year ended 30 June 2021

CONTINUED

EQUITY				
Steinway Piano Campaign Fund	16	41,449	41,449	41,449
Theatre Operations	17	618,621	639,552	663,481
Regent on Broadway Promotions	18	74,338	7,824	103,010
Maintenance Reserve	19	150,000	150,000	150,000
Total Equity		884,408	838,825	957,940

Authorised for issue on behalf of the Board:

Trustee:

Trustee:

Date:

Date:

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF CASH FLOWS

For the year ended 30 June 2021

CASH FLOWS FROM OPERATING ACTIVITIES	Note	2021 \$	2020 \$
Cash was provided from:			
Receipts of council funding		238,285	376,980
Interest receipts		4,241	7,267
Donations and Grants		5,688	335,320
Receipts from operations		576,193	812,836
COVID-19 Wage Subsidy		35,564	92,420
		859,971	1,558,838
Cash was applied to:			
Payments to suppliers and employees		886,373	1,103,588
GST (net)		(50,151)	58,217
		836,222	1,161,805
Net cash flows from operating activities		23,749	397,032
CASH FLOWS FROM INVESTING AND FINANCING ACTIVITIES			
Cash was provided from:			
Receipts from sale of investments		-	245,801
Repayment of seeding capital		-	-
		-	245,801
Cash was applied to:			
Payments to acquire investments		-	181,136
Payments to acquire property, plant and equipment		49,552	270,573
Lending of seeding capital/production receivable		-	-
		9,552	651,709
Net cash flows from investing and financing activities		(9,552)	(405,908)
Net increase (decrease) in cash for the year		14,197	(8,876)
Add opening bank accounts and cash		171,154	180,029
Closing bank accounts and cash	4	185,351	171,154

The GST (net) component of operating activities reflects the net GST paid and received with the Inland Revenue Department. The GST (net) component has been presented on a net basis, as the gross amounts do not provide meaningful information for financial statement purposes.

These statements are to be read in conjunction with the notes and accounting policies on pages 41 - 47

STATEMENT OF ACCOUNTING POLICIES

For the 2019-20 year ended 30 June 2020

BASIS OF PREPARATION

The Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting – Accrual (Public Sector) on the basis that the Trust does not have public accountability (as defined) and has total annual expenses of less than \$2 million.

All transactions in the financial statements are reported using the accrual basis of accounting.

The financial statements are prepared on the assumption that the Trust will continue to operate in the foreseeable future.

GOODS AND SERVICES TAX

The Trust is registered for GST. All amounts in the financial statements are recorded exclusive of GST, except for debtors and creditors, which are stated inclusive of GST.

SIGNIFICANT ACCOUNTING POLICIES

Revenue

Grants

Council, government, and non-government grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met (“use or return condition”). If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when conditions of the grant are satisfied.

SALE OF GOODS

Revenue from the sale of goods is recognised when the goods are sold to the customer.

SALE OF SERVICES

Revenue from the sale of services is recognised by reference to the stage of completion of the services delivered at balance date as a percentage of the total services to be provided.

DONATED ASSETS

Revenue from donated assets is recognised upon receipt of the asset if the asset has a useful life of 12 months or more, and the value of the asset is readily obtainable and significant.

INTEREST

Interest revenue is recorded as it is earned during the

year.

RECOVERIES AND COMMISSIONS

Amounts disclosed in the Statement of Financial Performance consist of monies recovered from the theatre hirer for direct costs incurred during the hire period. These include labour, electricity and gas and staging expenses.

EMPLOYEE RELATED COSTS

Wages, salaries, and annual leave are recorded as an expense as staff provide services and become entitled to wages, salaries, leave entitlements and lieu hours.

Performance payments are recorded when the employee is notified that the payment has been granted.

Superannuation contributions are recorded as an expense as staff provide services.

ADVERTISING, MARKETING, ADMINISTRATION, OVERHEAD, AND FUNDRAISING COSTS

These are expensed when the related service has been received.

LEASE EXPENSE

Lease payments are recognised as an expense on a straight-line basis over the lease term.

BANK ACCOUNTS AND CASH

Bank accounts and cash comprise cash on hand, cheque or savings accounts, and deposits held at call with banks.

Bank overdrafts are presented as a current liability in the statement of financial position.

DEBTORS

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

INVESTMENTS

Investments comprise investments in terms deposits with banks.

Deposits with banks are initially recorded at the amount paid. If it appears that the carrying amount of the investment will not be recovered, it is written down to the expected recoverable amount.

PROPERTY, PLANT, AND EQUIPMENT

Property, plant, and equipment is recorded at cost, less accumulated depreciation and impairment losses.

Donated assets are recognised upon receipt of the asset if the asset has a useful life of 12 months or more, and the current value of the asset is readily obtainable and significant. Significant donated assets for which current values are not readily obtainable are not recognised.

For an asset to be sold, the asset is impaired if the market price for an equivalent asset falls below its carrying amount.

For an asset to be used by the Trust, the asset is impaired if the value to the Trust in using the asset falls below the carrying amount of the asset.

Depreciation is provided on a straight-line basis at rates that will write off the cost of the assets over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

- Plant & equipment 10-25% Straight-line
- Furniture & fittings 20% Straight-line
- Piano 5% Straight-line
- Leasehold improvements 8.4% Straight-line

CREDITORS AND ACCRUED EXPENSES

Creditors and accrued expenses are measured at the amount owed.

EMPLOYEE COSTS PAYABLE

A liability for employee costs payable is recognised when an employee has earned the entitlement.

These include salaries and wages accrued up to balance date, lieu hours and annual leave earned but not yet taken at balance date.

PROVISIONS

The Trust recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation as a result of a past event, it is probable that expenditure will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

INCOME TAX

The Regent Theatre Trust Inc. has been granted charitable status by the Inland Revenue Department, and therefore is exempt from income tax.

TIER 2 PBE ACCOUNTING STANDARDS APPLIED

The Trust has not applied any Tier 2 Accounting Standards in the preparing its financial statements.

CHANGES IN ACCOUNTING POLICIES

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



NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2021

1. THEATRE OPERATIONS REVENUE	2021 \$	2020 \$
Theatre hire	186,662	142,442
Recoveries and commissions	219,093	161,617
Total Theatre Operations Revenue	405,755	304,059
2. THEATRE OPERATIONS EXPENDITURE	2021 \$	2020 \$
<i>Operating costs</i>		
Advertising & promotion	20,161	47,345
Advertising recoverable	3,419	4,023
Cleaning	25,652	23,046
Electricity & gas	43,964	47,793
Freight & cartage	52	-
Water	999	1,335
Recoveries	16,286	6,459
Repairs & maintenance	16,562	9,876
Retail lease & rates	-	-
Sanitation	12,286	12,280
Technical supplies	1,608	1,535
Ushering staff	41,860	29,688
	182,849	183,380
Administration costs		
Audit fees (Audit New Zealand)	27,652	26,846
Bad debts	1,071	169
Bank fees	220	220
Computer expenses	1,654	845
Entertainment	3,944	2,525
Financial services	15,890	8,713

Insurance	9,925	10,528
Miscellaneous	1,747	3,311
Petty cash	304	217
Photocopier	266	
Postage	-	107
Secretarial services	450	3,400
Security	5,240	721
Stationery	810	952
Subscriptions & licenses	3,579	5,402
Telephone	2,128	2,800
	74,880	67,756
Total Theatre Operations Expenditure	257,729	250,136
3. EMPLOYEE RELATED COSTS	2021 \$	2020 \$
Salaries and wages	443,189	460,169
Other employee related cost	-	-
Total employee benefit costs	443,189	460,169
4. BANK ACCOUNTS AND CASH	2021 \$	2020 \$
<i>Analysis of total cash book balances and deposit accounts as at 30 June:</i>		
Theatre administration account	165,931	154,618
Ticketek account	4,077	1,201
Call Account	15,343	15,336
	185,351	171,154
5. DEBTORS	2021 \$	2020 \$
Trade receivables	17,472	2,445
Less provision for impairment	-	-
Total trade receivables	17,472	2,445
Accrued interest	444	1,973

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2021

CONTINUED

Total trade and other receivables		17,916	4,418		
6. INVESTMENTS		2021	2020		
	<i>Current investments</i>	\$	\$		
ANZ Bank term deposits		185,295	181,136		
Total investments		185,295	181,136		
7. PROPERTY, PLANT AND EQUIPMENT					
COST	Plant and Equipment	Furniture and Fittings	Piano	Lease Hold Improvements	Total
Balance at 1 July 2019	1,107,948	200,598	186,554	283,214	1,780,314
Additions	470,488	-	-	723	471,211
Disposals	-	-	-	-	-
Balance at 30 June 2020	1,578,346	200,598	186,554	285,937	2,251,525
Balance at 1 July 2020	1,578,346	200,598	186,554	285,937	2,251,525
Additions	9,552	-	-	-	9,552
Disposals	-	-	-	-	-
Balance at 30 June 2021	1,587,988	200,598	186,554	285,937	2,261,077
Accumulated depreciation					
Balance at 1 July 2019	1,001,443	194,001	173,942	144,041	1,513,437
Depreciation expense	33,543	1,927	4,364	16,080	55,914
Disposals	-	-	-	-	-
Balance at 30 June 2020	1,034,986	195,928	178,306	160,121	1,569,341
Balance at 1 July 2020	1,034,986	195,928	178,306	160,121	1,569,341
Depreciation expense	67,306	-	804	14,752	82,862
Disposals	-	-	-	-	-
Balance at 30 June 2021	1,102,292	195,928	179,110	174,873	1,652,203
Carrying amounts					
At 30 June 2019	543,450	4,670	8,248	125,816	682,184
At 30 June 2020	485,696	4,670	7,444	111,064	608,874

Leasehold improvements includes \$Nil of work in progress (2020: \$Nil). This relates to a new bar at the Theatre which was completed during the year. Depreciation is now being calculated.

8. CREDITORS AND ACCRUED EXPENSES	2021 \$	2020 \$
Creditors	36,231	25,520
Accrued expenses	32,321	31,515
Total creditors and accrued expenses	68,552	57,035
<i>Comprising:</i>		
Current	68,552	57,035
Total creditors and accrued expenses	68,552	57,035
9. DEPOSITS IN ADVANCE		
Deposits in advance of \$17,615 (2020: \$18,450) are funds received by the theatre for shows and events yet to come.		
10. EMPLOYEE COSTS PAYABLE	2021 \$	2020 \$
Annual leave	26,502	23,545
Wages owing	3,208	12,408
Lieu hours owing	700	157
Total employee costs payable	30,410	36,110
<i>Comprising:</i>		
Current	30,410	36,110
Total employee costs payable	30,410	36,110

11. RELATED PARTY TRANSACTIONS

Palmerston North City Council

Palmerston North City Council The total amount of operating grants received from the Council is disclosed in the statement of financial performance. There were no further Grants funding received from the Council for 2020/2021 year. In 2019/2020 year, Grants funding of \$134,300 was received from the Council towards the Sound System.

In terms of the Management Agreement between the Palmerston North City Council and the Trust, the Council's charges for rent, rates and insurance attributable to the Theatre are covered by the Council's internal accounting processes and do not require an actual payment to be made by the trustees.

Key management personnel

The Trustees received payment of \$5,355 for attending meetings in the 2021 financial year (2020: \$6,290).

Fortress Information System Limited Trading as Ticket Rocket

In August 2020 the Company was placed in Receivership and subsequently in October 2020 the company was placed in Liquidation. Ticket sales totalling \$37,586 held on behalf the Regent unlikely to be refunded.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 30 June 2021

CONTINUED

12. OPERATING LEASE COMMITMENTS

The future aggregate minimum lease payments to be paid under non-cancellable operating leases are as follows:

	2021 \$	2020 \$
Not later than one year	1,488	1,294
Later than one year and not later than five years	2,976	2,588
Later than five years	-	-
Total non-cancellable operating leases	4,464	3,882

The Trust leases EFTPOS machines from EFTPOS Central for a period of 36 months. This agreement was re-signed during 2020 and ends in 2023.

13. SEEDING CAPITAL/PRODUCTION RECEIVABLE

	2021 \$	2020 \$
Current production receivable: Les Miserables (2019)	-	3,333

The Trust entered into a Production Agreement with the Palmerston North Operatic Society for Les Miserables in 2019 that took place in August. Profit from the show was split between the Board and the Operatic Society at 30% and 70% respectively. The 2020 receivable was written off during the current year.

14. CONTINGENT ASSETS AND LIABILITIES

The Trust has no contingent assets or liabilities as at 30 June 2021 (2020: Nil).

15. EVENTS SUBSEQUENT TO BALANCE DATE

There have been no significant events subsequent to balance date (2020: Nil)

16. STEINWAY PIANO CAMPAIGN FUND

	2021 \$	2020 \$
Balance at beginning of year	41,449	41,449
Net surplus / (deficit) for year	-	-
Balance at end of year	41,449	41,449

The Trust Board had undertaken a fund raising campaign for the specific purpose of purchasing a new grand piano. In December 2001 this grand piano was purchased with any remaining funds to be used on maintenance, upkeep and tuning.

17. THEATRE OPERATIONS	2021 \$	2020 \$
Balance at beginning of year	663,481	249,405
Donated Assets/In kind	5,688	68,812
Community Grants	-	402,808
Covid -19 Wages Subsidy	35,564	65,805
Net surplus / (deficit) for year*	(3,250)	(110,435)
Depreciation	(82,862)	(55,914)
Balance at end of year	618,621	663,481

*Includes net surplus / (deficit) for both Theatre Operations and Event Ticketing Centre.

18. REGENT ON BROADWAY PROMOTIONS	2021 \$	2020 \$
Balance at beginning of year	103,010	104,023
Net surplus / (deficit) for year	(28,672)	(1,013)
Balance at end of year	74,338	103,010

19. MAINTENANCE RESERVE	2021 \$	2020 \$
Balance at beginning of year	150,000	150,000
Balance at end of year	150,000	150,000

The maintenance reserve fund of \$150,000 was set up principally to support the Regent Theatre Trust's maintenance obligations in respect to theatre equipment and other tangible assets of the trust.

20. DONATIONS FROM FRIENDS OF REGENT FOR ASSETS AND TIME.

Donations from Friends of The Regent this year total \$5,688 (2020: \$68,812). Amounts donated to 30 June 2021 total \$858,816 (2020: \$853,128).

21. DONATIONS FROM OTHER SOURCES.

No Donations were received during the year (2020: \$Nil)

22. COMMUNITY GRANTS.

No Grants were received from Lottery Grants Trust during the year (2020: \$268,508).

No Grants were received from Palmerston North City Council during the year (2020: \$134,300) as disclosed in note 11.

NOTES TO THE FINANCIAL STATEMENTS

CONTINUED

For the year ended 30 June 2020

23. EXPLANATION OF SIGNIFICANT VARIANCES AGAINST BUDGET.

Explanation of significant variances against budget

Explanations for significant variations from the budgeted figures in the Statement of Performance are as follows:

Revenue

Theatre Operations. Budget \$168,100 versus actual \$186,662. Due to the Covid-19 global pandemic a conservative budget was adopted as management were uncertain as to how the business may be affected. Fortunately, quality events held have provided a net result higher than the budget.

Recoveries, Commissions and Sundry. Budget \$174,526 versus actual \$219,093. Recoveries were higher than budgeted due to better quality and more events than originally budgeted for. Commission received were higher than budgeted due to additional sale of Wiggles Merchandise.

Donations from Friends of Regent.

Income from the Friends of Regent is not included in the budget due to the nature of the revenue type, being variable and unpredictable. During this financial year \$5,688 was received from the Friends of Regent for asset purchases.

Expenses

Depreciation. Budget \$154,292 versus actual \$82,862. The Trust had no additional assets during the 2020/2021 year compared to the acquisitions forecast of \$110,000.

24. COVID-19 IMPACT

On March 11, 2020, the World Health Organisation declared the outbreak of Covid-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March 2020, New Zealand increased its Covid -19 alert level to level 4 and a nationwide lockdown commenced. During the 4 four-week lockdown, non-essential business and organisations were not allowed to operate and individuals (other than essential workers or those undertaking essential business) were required to stay at home. In late April 2020, the lockdown period ended and the New Zealand Government started gradually easing the restrictions that had been placed on businesses, organisations and individuals.

The Covid-19 effect had a dramatic impact on the business during the first 6 months of trading after lockdown. Approximately 35 major events that were booked into the Regent, were either cancelled or rescheduled to the following year. The closure not only affected the number of events held at the Regent but also contributed to the economic downturn in the city where major productions had to be cancelled. However, the Regent are currently at this stage, on track to achieving their target, comparing it to the same period last year.

At this time, the full financial impact is not able to be determined.

Regent on Broadway
53 Broadway Avenue
Palmerston North