

Annual Report

Dunedin Prison Charitable Trust

For the year ended 31 March 2021



Dunedin Prison Charitable Trust – Annual Report for year ending March 2021:

This is our 10th annual report, with this financial year starting alongside the Covid-19 pandemic New Zealand wide lockdown.

Stage 2 project:

We used this time well, and thanks to the Trusts foresight to purchase 15,728 Spanish grey roof slates in May 2019, we were able to use this significant purchase for our stage 2 fundraising campaign. The Trust contributed \$71.5k towards this restoration project, and Owen Graham our previous Chair raised \$635k from grants and donations from eleven Trusts which we are forever grateful. As a result of this we were able to start stage 2 of the restoration project in September 2020.

The stage 2 project included roof replacement and exterior refurbishment, along with construction of two replica gate pillars at the front of the Gaol, short length of iron fence on each side of the gate posts, asphaltting, and exterior lighting.

We are grateful to the roofers, builders, stonemasons, scaffolders and glaziers for their workmanship and quality of work. There were some issues that you would expect with a building of this age including rotten rafters which were all repaired. The project also included some seismic strengthening.

John Meegan our slate roofer completed all of the roof work which included replacing 15,500 slates on the three cell blocks plus the two north annexes which means that our roof now has a 100-year warranty. John also refitted the repaired/refurbished and repainted roof steel including ridges, flashings and all of the large roof vents. He has done an immaculate job with the slate and was very accommodating given the various challenges encountered early on with the roof timbers and the weather.

On the south side of the building, glaziers took out broken glass and repainted the window frames. The windows have had snibs added or have been locked. Mesh grates, bars and other non-essential items along with surplus drainage pipes have all been stripped away, and the stonemasons patched and repaired the holes. Some toilets on the west and north side were also disconnected as part of the tidying of the exterior.

The decision was also made to remove the poorly fitted roof structure from the small womens exercise yard. Bird spikes were added to all pigeon friendly perches.

Our thanks to Guy Williams our Heritage Architect who has been the project manager along with Owen Graham and Lindsay Hall. Guy and Owen also worked closely with Heritage New Zealand throughout the entire project.

The majority of the stage 2 refurbishment was finished by March 2021, and we are still finishing the gate pillars, short length of iron fence and exterior lighting. As well as this we were also completing the asphaltting of the south carpark and front of the Gaol.

We are very fortunate to have Lindsay Hall who looks after the Gaol building throughout the year including the necessary repairs and maintenance. This year there were also more responsibilities as Lindsay organised the relocation of the backflow preventer at the front of the Gaol and the management of the building including the stage 2 restoration project. We are once again very appreciative of the significant contribution that Lindsay has made to the Gaol this year.

The Trust contributed \$71.5k towards the stage 2 restoration project, which included 15,728 Spanish grey roof slates, which were purchased in May 2019, along with the costs for Guy Williams to provide the specifications for the project.

We are forever grateful for the grants and donations received for the stage 2 project of \$635k, with \$40k still to be uplifted. Our thanks go to the following:

- Lottery Grants Board – the Environment and Heritage Committee \$200k
- Otago Community Trust \$100k
- Dunedin Heritage Fund \$100k (\$60k drawn down)
- Stout Trust (managed by Perpetual Guardian) \$60k
- Alexander McMillan Trust \$50k
- Lion Foundation \$45k
- Harry J Wilson Trust \$25k
- AAW Jones Trust \$20k
- The Marsh Family Trust \$20k (to go towards the replica gate pillars)
- Southern Trust \$10k
- Sargood Bequest \$5k (received April 2021).

Tours/research/marketing:

We started our public tours slightly later this year as we had restricted access to the Gaol due to the stage 2 restoration project. We were also operating only for domestic tourists and we were pleased to welcome 241 visitors. Our thanks to our guides Bronwyn Simes, Peter Caswell, Gordon Broome and Kevin Booth. The commitment of these volunteer guides is outstanding – with tours provided every Saturday and we also added some Sunday tours.

Our thanks to Bronwyn Simes, Austin Gee and Kevin Booth who have continued to research and write up stories on prisoners and to provide more background information which has

been displayed around the Gaol. There is further work underway with Bronwyn, Austin, Kevin and Jane Adams.

Our new Dunedin Gaol branding is now being used both inside and outside the Gaol on the new street signage.

We also would like to thank New Zealand Trade & Enterprise Investment Manager Kenny Lau who has continued to help us put together a document for 'invitation for business proposals'. We are inviting proposals for a long-term commercial tenant to enable us to continue to preserve and unlock the history of the Gaol for generations to come. This is of course subject to continued access to part of the building for public tours.

Statement of Financial Performance:

The stage 2 restoration project revenue is included in the statement of financial performance, which includes donations and grants of \$590k. Our expenses to date for this project are included in the statement of financial position in the non-current assets and are \$497.9k.

In our financial performance income the carpark rentals, commercial rental and tours were \$52.9k this year, compared with \$63.4k from the year before. This is less than last year due to Covid-19 and we also worked around the stage 2 development with less access for tours and the loss of some car parks during this time.

Our expenses were higher at \$59.4k, compared to \$42.5k from the year before. This was due mainly to more repairs and maintenance of \$11.7k which included \$9.3k for the back-flow preventer. Other key costs include \$15.5k for the rates; \$11.9k for insurance; and electricity at \$5k. Our compliance costs were higher as Chubb had a number of requests to meet compliance requirements.

Trustees and Advisory Board members:

There is a significant amount of work that goes on behind the scenes and I want to personally thank the Trustees - Owen Graham, Barry Timmings, Sarah Cross, Lindsay Hall, Jane Adams, Bill Munro, Mark Cubitt and Michael Price.

We are also thankful for the contribution that our Advisory Board members make including Norcombe Barker, Bronwyn Simes, Kevin Booth and Austin Gee.

Owen Graham stepped down as Chairman and retired at the end of March 2021. He joined the Trust in 2014, and was the Board Chairman from 2015 until March 2021. Owen was also instrumental fundraising for both stage 1 and 2 of the restoration projects. Due to his significant, sustained and high quality service to the purposes and objectives of the Trust he was awarded Life Membership on 29 March 2021.

We are also thankful for the service of Trustee Bill Munro and Secretary Annalese Lapwood who both resigned at the end of March 2021 due to work commitments.

Virginia Nicholls
Chair
Dunedin Prison Charitable Trust
23 August 2021

Purpose and Vision

Purpose Whaingā

To be guardians of the Dunedin Gaol's history and architecture, and to honour the building and its stories.

To conserve, restore and revitalise the Dunedin Gaol in a sustainable manner.

Kia noho hei kaitiaki o te hītori me te hanga o te Whareherehere Tawhito o Ōtepoti. Kia hōnoretia te whare me ōna pūrākau hoki.

Kia tiaki, kia whakahou, kia whakaora te Whareherehere Tawhito o Ōtepoti.

Vision Kitenga

A vibrant hub that engages communities with our stories and enables an innovative, sustainable future for the Dunedin Gaol.

He wāhi hei hono atu ki ngā hāpori, hei whakaatū hoki i te hītori me ngā korero kia ora ai te Whareherehere Tawhito o Ōtepoti, ā muri atu nei.

Special Purpose Financial Report

Dunedin Prison Charitable Trust
For the year ended 31 March 2021

Prepared by Moore Markhams Otago

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Compilation Report

Dunedin Prison Charitable Trust For the year ended 31 March 2021

Compilation Report to the Trustees of Dunedin Prison Charitable Trust.

Scope

Using the information you have provided us, we have compiled, in accordance with Service Engagement Standard No.2: Compilation of Financial Information, the attached financial statements of Dunedin Prison Charitable Trust for the period ended 31 March 2021. The financial statements have been prepared for taxation purposes only on the principles contained in the Income Tax Act, which may not be in conformity with generally acceptable accounting principles. Accordingly, the financial statements should not be relied upon for any other purpose.

Responsibilities

You are solely responsible for the information contained in the financial statements and have determined that the financial reporting framework used is appropriate to meet your needs and the purpose for which the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

Disclaimer of Liability

Neither we nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

Moore Markhams Otago Limited

2 Clark Street
Dunedin 9016

Dated: 22 June 2021

Directory

Dunedin Prison Charitable Trust For the year ended 31 March 2021

Settlers

Stewart Harvey,
Terrence John Hearn,
Ian Leslie Butcher,
Peter James Hutchison,
Barry Rodger Clarke

Trustees

Owen Graham,
Lindsay Hall,
Barry Timmings,
Virginia Nicholls,
Sarah Cross,
Bill Munro,
Michael Price,
Mark Cubitt,
Jane Adams,

Life Members

Peter Hutchison,
Peter Casswell,

Accountants

Moore Markhams Otago Limited

Solicitors

Galloway Cook Allen

Bankers

ANZ

Date of Formation

11 August 2010

Statement of Financial Performance

Dunedin Prison Charitable Trust For the year ended 31 March 2021

	NOTES	2021	2020
Revenue			
Car Park Income		33,891	40,122
Donations - Restoration		20,000	-
Grants Received		570,000	-
Interest Received		100	46
Roof Slates Sold (Profit)		326	-
Sale of scrap metal		1,056	-
Space Rental Income		17,325	19,134
Tours Income		1,757	4,114
Total Revenue		644,455	63,416
Gross Profit			
		644,455	63,416
Less Expenses			
Accountancy Fees		900	900
Advertising & Marketing Costs		2,740	940
Audit Fees		544	500
Bank Fees & Charges		-	28
Cleaning Expenses		398	226
Compliance Costs (building)		4,892	6,483
Computer Expenses		50	273
Consultancy Fees		2,721	-
General Expenses		874	615
Heat, Light & Power		5,049	4,205
Insurance		11,895	11,716
Legal Expenses		-	1,183
Rates		15,448	11,990
Repairs & Maintenance		11,735	1,457
Security Expenses		750	270
Tour Costs		160	339
Water Rates		362	407
Website Expenses		911	972
Total		59,432	42,504
Total Expenses			
		59,432	42,504
Net Profit Before Beneficiary Distributions			
		585,023	20,912
Trustees Income Before Tax			
		585,023	20,912
Unallocated Trustee Income			
		585,023	20,912

These Financial Statements are to be read in conjunction with the accompanying Notes, Compilation Report and Auditors Report.

Statement of Movements in Equity

Dunedin Prison Charitable Trust For the year ended 31 March 2021

	2021	2020
Trust Capital		
Opening Balance	757,502	736,590
Increases		
Trustees Income for the Period	585,023	20,912
Total Increases	585,023	20,912
Equity at End of Period	1,342,525	757,502

These Financial Statements are to be read in conjunction with the accompanying Notes, Compilation Report and Auditors Report.

Statement of Financial Position

Dunedin Prison Charitable Trust As at 31 March 2021

	NOTES	31 MAR 2021	31 MAR 2020
Assets			
Current Assets			
ANZ - Current Account		58,044	22,427
ANZ - Premium Call Account		50,355	15,297
ANZ - Restoration Project Account		101,525	19,197
Rates Paid in Advance		2,803	3,020
Accounts Receivable		-	813
GST Receivable		20,965	-
Stock of Roof Slates		24,700	79,467
Total Current Assets		258,392	140,222
Non-Current Assets			
Property, Plant and Equipment		1,120,861	622,956
Total Non-Current Assets		1,120,861	622,956
Total Assets		1,379,253	763,178
Liabilities			
Current Liabilities			
Accounts Payable		36,728	4,723
GST Payable		-	953
Total Current Liabilities		36,728	5,676
Total Liabilities		36,728	5,676
Excess Assets Over Liabilities		1,342,525	757,502
Represented By:			
Total Trust Fund		1,342,525	757,502

For and on behalf of the Trustees;

Trustee _____

Trustee _____

Trustee _____

Date:

These Financial Statements are to be read in conjunction with the accompanying Notes, Compilation Report and Auditors Report.

Notes to the Financial Statements

Dunedin Prison Charitable Trust For the year ended 31 March 2021

1. Statement of Accounting Policies

Dunedin Prison Charitable Trust, is registered under the Charities Act 2005.

These financial statements have been compiled in accordance with the society's rules. The measurement base adopted is that of historical cost.

Dunedin Prison Charitable Trust is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting and has elected to do so.

(a) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

(b) Property, Plant and Equipment and Depreciation

Property, plant and equipment are stated at historical cost less any accumulated depreciation (except buildings). Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

Depreciation of property, plant & equipment is calculated using the following rates so as to allocate the cost of the asset less their residual values over their useful lives. Gains and losses on disposal of property, plant & equipment are taken into account in determining the operating result for the year.

Depreciation has been charged in the following manner:

Buildings - not depreciated.

(c) Goods & Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

(d) Income Tax

The Trust is not subject to tax pursuant to the Income Tax Act 2007.

(e) Stock on Hand

Stock has been recorded at cost, determined on a first in first out basis

(f) Investments

Investments and advances are stated at cost.

(g) Accounts Receivable

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

(h) Income Recognition

All income is recognised in the Statement of Financial Performance at the point they are receipted into the Trust's bank account.

2. Contingent Liabilities & Assets

At balance date there are no known contingent liabilities and assets (2019 - Nil) Dunedin Prison Charitable Trust has not granted any securities in respect of liabilities payable by any other party whatsoever.

3. Inventory Commitments

Inventories or stock are generally subject to retention of title clause.

	2021	2020
4. Operating Revenue		
Car Park Income	(33,891)	(40,122)
Donations - Restoration	(20,000)	-
Grants Received	(570,000)	-
Interest Received	(100)	(46)
Tours Income	(1,757)	(4,114)
Space Rental Income	(17,325)	(19,134)
Roof Slates Sold (Profit)	(326)	-
Total Operating Revenue	(643,399)	(63,416)

5. Related Parties

There are no related party transactions, other than those that are disclosed in the financial statements.

6. Commitments

Capital Commitments

There were no commitments for capital expenditure at balance date (2020 - Nil)

Operating Commitments

As at 31 March 2021 the Board had not entered into any commitments

	2021	2020
7. Property, Plant & Equipment		
Buildings	30,136	30,136
Restoration Costs	1,090,725	592,820
Total Property, Plant & Equipment	1,120,861	622,956