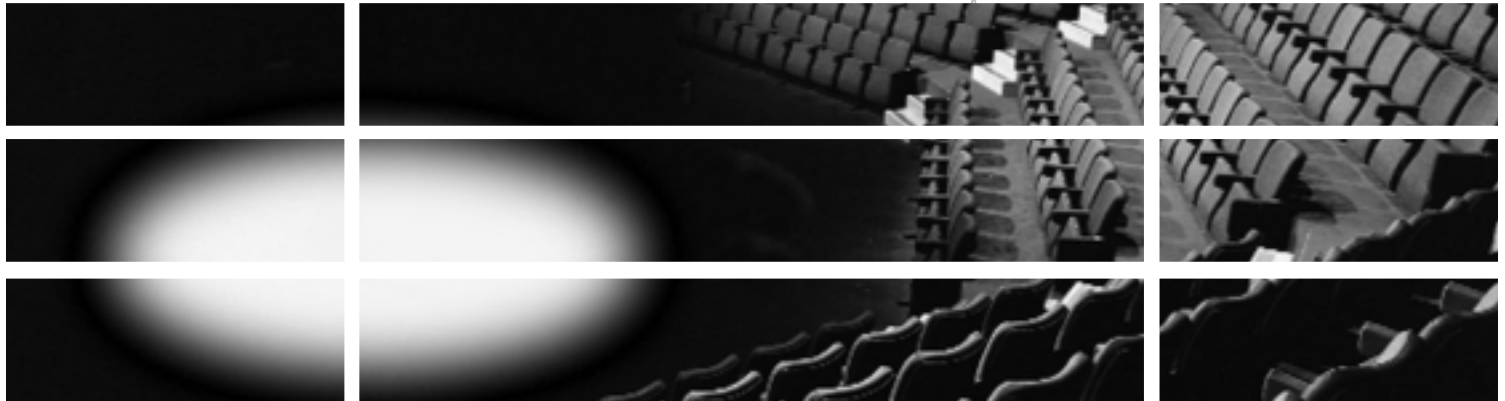




GEELONG PERFORMING ARTS CENTRE TRUST

Annual Report 2002 — 2003

ANNUAL REPORT



<u>Welcome</u>	<u>2-3</u>	<u>Staff</u>	<u>26-27</u>
<u>Highlights for 2002-03</u>	<u>4</u>	<u>Organisational chart</u>	<u>28</u>
<u>Value 1: Our Community</u>	<u>5-9</u>	<u>Compliance Data</u>	<u>29-33</u>
Youth Development	5	<u>Financial Statements</u>	<u>34-51</u>
Community Partnerships	6-7	<u>Whistleblowers Protection Act</u>	<u>52-69</u>
Sponsors	8-9	<u>Compliance Index</u>	<u>70-71</u>
<u>Value 2: Our Customers</u>	<u>10</u>		
<u>Value 3: Our Venue</u>	<u>11-12</u>		
<u>Value 4: Our People</u>	<u>13-14</u>		
<u>Output Statements</u>	<u>15-18</u>		
<u>Appendices</u>	<u>19-25</u>		
App 1: Shows & Events			
App 2: Venue usage			
App 3: Ticket buyers			
App 4: Ticketing			
App 5: Networks & memberships			
App 6: Trust & Staff data			



CHAIRMAN'S WELCOME

As the new Chairman of the Geelong Performing Arts Centre (GPAC) Trust, I welcome readers to the Annual Report for 2002 / 03. As a customer of GPAC for a decade, I am delighted to be now part of the GPAC team. In my short connection with GPAC, I have been impressed by the quality and commitment of the Trust, our staff, and the support of our customers and sponsors. Thank you to the outgoing Trust Chairman, Brendan Schmidt, for his enthusiastic leadership of the Centre.

The Report reflects that we are an arts business dedicated to serving our community: it tells a story around our values, our community, our customers, our venue and our people. The GPAC story is of a lively Centre providing a great diversity of performing art, colour, energy, and memories with and for our communities. 153,000 people used the Centre in 2002-03 - on average 420 every day. The story is of outstanding experiences delivered through the professionalism of our staff, with their commitment to providing service and value. The story is of a Centre that is constantly seeking out how to better improve its services and relationships.

I trust you will appreciate the Annual Report: the story of how "Our stage enriched your world"

TIM ORTON

Chairman

GENERAL MANAGER'S WELCOME

GPAC continues to be a cultural beacon for the Barwon region and during 2002-03 we delivered over 1,800 individual classes, performances and events. All of these were achieved with the highest standard of customer service and expertise by the talented and committed staff of GPAC.

This year GPAC developed a new strategic plan that incorporates the vision delivered in *Creative Capacity +*, the Bracks Government's new arts policy. Our new plan has a strong commitment to our community and aims to use the arts to make a major impact on the Barwon region's cultural and social life. We completed a strategic facilities master plan that brings to life a fantastic vision for GPAC's next 20 years. This was achieved with input from key stakeholders, staff, Trust and our customers. It is an inspiring project that heralds the start of a new phase for us.

We welcomed Mr Tim Orton as the new Chairman of GPAC. On behalf of the staff I would like to thank Tim and all our Trust members for their hard work, enthusiasm and ongoing support.

I would like to thank all our sponsors, customers, community arts organisations and local businesses that have supported us this year. The partnerships are vital to our ongoing success and we value them highly. I hope you enjoy reading this report and sharing the highlights of 2002-03.

SALLY BECK

General Manager



**MISSION: Present a range of
entertainment... Utilise and
care for our facilities...
Actively contribute to our
community**

OUR STAGE ENRICHES YOUR WORLD...

CURTAIN UP...

Welcome to Geelong Performing Arts Centre's Annual Report for the 2002-03 Financial Year.

GPAC is a much-beloved organisation found in the heart of Geelong's cultural precinct, which is committed to providing the absolute best of entertainment to delight and inspire audiences from the Barwon region.

GPAC provides access to the performing arts for the community of the Barwon region which takes in the City of Greater Geelong, Surf Coast Shire, Golden Plains Shire and Borough of Queenscliff. Our audiences and users stretch from Lara to Lorne, Barwon Heads to Bannockburn and beyond.

It's been a tremendous year, and a quick flip through the appendices of this report will reveal an extraordinary cavalcade of events, each name representing an enormous amount of detailed attention and dedicated action – programming, planning, contracting, technical wizardry, marketing, promotion, sponsor-seeking and many more aspects – all coming together in a synergistic whole to bring you the magic of the performing arts.

We hope that you will enjoy traversing with us the year that was.



HIGHLIGHTS FOR 2002-03

- 153,091 attendances over 1,835 classes, performances and events
- 14,430 young people take part in GPAC's Education Program
- GPAC's children's theatre program 'Big Time Arts Club' records an 81% subscriber increase
- Youth theatre company Doorstep Productions closes its doors after ten successful years in operation, with a triumphant staging of 'Godspell'
- United Way 50th Anniversary Concert raises over \$20,000
- Work experience programs inspire 38 young people from schools in the Barwon South West Region
- \$1million technical upgrade draws to a close
- Spirit of the World Concert produced by Geelong Ethnic Community Council features 300 participants from local ethnic community groups
- GPAC receives St Laurence "Bollies" Community Award
- Substantial improvements are made in Occupational Health & Safety

VALUE 1: We have a strong commitment to our community. GPAC strives to be a good citizen, supporting local and regional arts development and worthy causes throughout the community. We aim to be one of the best arts centres in Australia and provide leadership to regional arts centres. Our people, our customers and our communities should feel a part of GPAC, and be proud of it

YOUTH DEVELOPMENT

Building young artists and arts audiences is critical to the future of the arts in our country. The Education Program at GPAC has 10 projects that run throughout the year. Schools from the Barwon South Western region participate in a range of activities including Take Over, The Geelong Schools Music and Movement Festival, The Poppykettle Festival and the Red Mouth Youth Committee. A full time Education Co-ordinator is employed through Department of Education & Training (DE&T) funding to deliver these programs.

POPPYKETTLE FESTIVAL

The Poppykettle Festival celebrated cultural diversity in 2002 with the theme 'Poppykettle goes international with colour, music and dance from across the seas'. The Festival offered a range of activities for over 3000 kindergarten and primary aged children, successfully collaborating activities between GPAC, the Geelong Regional Library, The Geelong Gallery, The Courthouse Youth Arts Centre and the Geelong Ethnic Communities Council. A spectacular Welcome Celebration was conducted in the natural amphitheatre of Johnstone's Park with 5 schools performing dances developed through the Poppykettle Artists in Schools Program with choreographer Lyndel Freeman. Geelong

Ethnic Community Dance Groups performed a free, hour long lunchtime dance concert representing the Italian, Andalusian Spanish, Scottish & Serbian communities of Geelong. This event was supported by DE&T Children's Week.

GEELONG SCHOOLS MUSIC AND MOVEMENT FESTIVAL

The 2002 Geelong Schools Music Festival achieved its 57th year attracting over 4000 primary and secondary school performers and large audiences of students, family and friends. This week-long festival celebrating music and dance involves in the vicinity of 60 schools and 100 individual items. It is a great performance opportunity for vocal soloists, choirs, orchestras, bands and dance ensembles.

KULTURE VULTURE

The Kulture Vulture program aims to encourage young people to begin to attend the theatre as a personal entertainment choice rather than merely as a family activity. This year Kulture Vulture sold a total of 686 tickets, 244 more than the previous financial year, representing a total growth of 55%.

WORK EXPERIENCE

38 young people from schools in the Barwon South West Region participated in work experience programs in this financial year.

COMMUNITY PARTNERSHIPS

FOSTERING CULTURAL DIVERSITY

MAMAS Scheme

As part of our growth strategy and community strategy we have engaged in MAMAS (Multicultural Arts Marketing Ambassadors Scheme) run by Multicultural Arts Victoria, with funding from the Australia Council, under which scheme a project worker, Dani Costa, was trained and worked with us for six months to help develop these audiences. Dani's core projects included developing a database of cultural groups, clubs, organisations and media contacts, as well as assisting in the production of 'Spirit of the World', a performance piece involving a large number of local multicultural groups. This event was a great success, and a very positive experience for its cast, crew and audience, who immensely enjoyed the rare opportunity of working with a myriad of diverse cultures.

ENABLING VOLUNTEER-BASED THEATRE

Local theatre companies

As an arts organisation, GPAC is extremely proud of this region's local performing arts companies, and always endeavours to offer support to local performances. In 2002-03 GPAC provided support to the following local performing arts organisations:

- Doorstep Theatre Company
- Geelong Lyric Theatre Company
- GSODA Junior Players
- Music Box Theatre Company
- pinkFish Productions

DEVELOPING LOCAL DANCE CULTURE

Geelong Dance Expo

GPAC is the home to Geelong Dance Network, a group of dancers, dance instructors, retail

providers and business owners who come together monthly at Geelong Performing Arts Centre to network and work on their annual production, Geelong Dance Expo. The Expo is now in its sixth consecutive year, and once again attracted hundreds of young aspiring dancers to participate in masterclasses, workshops and events. Highlights this year included a masterclass series with Meredith Blackburn culminating in a performance, a revue by students of Victorian College of the Arts, and circus skills workshops presented by Circus Oz.

SUPPORTING CHALLENGED COMMUNITIES

VicHealth

GPAC is one of ten organisations involved in VicHealth's Major Arts Partners Program. As a result of this program we are committed to providing services to audiences from low socio-economic backgrounds.

Bethany Community Support

GPAC collaborated with Bethany Community Support this year to set up a number of initiatives. Bethany is a dynamic and diverse human services organisation that has a significant presence in the Geelong community and the wider welfare sector. It offers a broad range of services to families and individuals.

- Venue support was given to Victims of Crime Forum scheduled in conjunction with David Williamson's play 'A Conversation'.
- The Bethany Film Festival was offered in-kind support in the production of their program and brochure, as well as waiving venue costs.
- Circus Oz workshops – GPAC provided an opportunity for children to participate in free workshops with Circus Oz.
- Women's Circus workshops – Work was commenced on a developing a project in partnership with Footscray Womens' Circus

"Participation in arts activities has a key role in breaking down social isolation, improving people's feelings of connection and belonging, celebrating diversity and improving physical and mental health"

- Dr Rob Moodie, CEO, VicHealth.

Create

GPAC partnered with Registered Training Organisation CREATE to provide work experience for mature age students of Certificate in Aged Care during Musical Mornings. Over 30 students assisted with seating elderly or limited mobility patrons.

SUPPORTING LOCAL FUND-RAISING EFFORTS

United Way

United Way is Geelong's largest community support organisation, partnering with businesses throughout the region to raise money for a wide array of much-needed community services. This year GPAC staff donated a total of \$1,074 via payroll deductions, as well as offering time and resources towards the creation of a major 50th Anniversary Concert that raised over \$20,000 for the organisation.

Ticket Donations

In 2002-03 GPAC donated tickets to the value of \$15,264 to community groups to aid with fundraising efforts. In addition to requests from school fundraising drives for auctions and prizes, GPAC provided tickets to a range of community and welfare organisations.

CONTRIBUTING TO CIVIC GROWTH

G21 Strategy

During the year GPAC contributed substantially via a community consultation process to the Arts Culture & Heritage Pillar of the Geelong Region Alliance G21 Strategy, assisting in the development of an arts strategy for the Greater Geelong region.



'Business generates wealth and jobs that build community. Arts generate passion and ideas that define community. Artists need wealth and jobs. Business needs passion and ideas. A healthy community needs both'.

Carillo Gantner

President, Victorian Arts Centre . Winner ABAF 2002 Dame Elisabeth Murdoch Cultural Leadership Award.

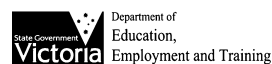


SPONSORS

Government

GPAC gratefully acknowledges the State of Victoria for its generous support. We thank Mary Delahunty MP, Minister for the Arts and our local parliamentarians for their ongoing interest, encouragement and advocacy of GPAC.

**ARTS
VICTORIA**



Major Sponsor



ARTS FOR HEALTH

Season 2002-03 Principal Sponsor



Season 2002-03 - Presenting Sponsors



costa's

Geelong **Advertiser**



Fagg's MITRE 10



Education Program





Big Time Arts Club

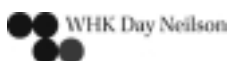


Musical Mornings



SENIORS CARD

Patrons



Dr Peter Callan

Mr Peter & Mrs Anne Cramp

Dr Patrick & Mrs Deborah Lockie

Drs James & Elizabeth Margarey

Dr Christopher Mc Grath

Dr Karen White

Corporate Partners





VALUE 2: The heart of our organisation is our customers and we are committed to them by providing professional service and by living our customer service commitment. We guarantee a memorable experience for all users of our venues because our standard of service is unique. In this way we earn the loyalty of our audiences, hirers, suppliers and other customers.



SATISFIED CUSTOMERS

GPAC CUSTOMER SERVICE SURVEY RESULTS

GPAC surveys 10% of all audiences, asking feedback on facilities, staff & catering, as well as providing an overall impression score. GPAC rated consistently high in all areas, with nearly all expectations being met, and in some cases, exceeded. Surveys showed that customers wanted to see improvements in the areas of comfort in the theatre and food. GPAC is endeavouring to respond to these comments by recommending improvements to seating, mechanical services and restaurant/ bar facilities in the 10-year Facilities Masterplan.

THEATRE CLUB

GPAC's Theatre Club has once again been a success in 2002-03, with participant numbers in the vicinity of fifty. This is an extremely popular initiative where individuals who do not have anyone to attend the theatre, with and do not wish to attend alone, meet together prior to the show, at interval and afterwards, to talk about the performance and meet new friends, heightening the sense of enjoyment of their night out.

A THRIVING BOX OFFICE

BOX OFFICE TURNOVER

Total value of gross ticket sales by the GPAC Box Office for the 2002-03 financial year was \$3,795,061.85. This equated to a total of 153,977 tickets sold for events at GPAC and elsewhere.

TICKETEK OUTLET

GPAC is the only Ticketek outlet in the Barwon Region, and is highly regarded by Ticketek as an outstanding outlet. 20,976 tickets were sold through the Ticketek system in 2002-03.

SERVING EXTERNAL TICKETED EVENTS

Aside from ticketing for productions performed at GPAC, our Box Office also acts as a regional hub of arts activity by providing ticket services for external producers. In 2002-03 GPAC ticketed a total of 458 performances – 38% of these (totalling 174 performances) were external ticketing.

VALUE 3: The staff at Geelong Performing Arts Centre take pride in everything we do. We value and respect our centre, its appearance and its assets. We communicate our achievements at every opportunity and we are proud to be known as the cultural centre of Geelong. By working according to these principles we shall all prosper and grow. Our enthusiastic approach to our work and our ability to plan for the future means that GPAC will continue to provide exciting and enriching entertainment for everyone.

TECHNICAL FACILITIES UPGRADE

In 2001, GPAC was funded \$1million for the purpose of upgrading technical equipment and facilities. In order to simplify the tender process, it was established early in the project that specific areas of the upgrade would require significant design and documentation therefore a theatrical consultant was engaged to manage the process of preparing specifications and tendering.

DEVELOPMENT OF TECHNICAL INFRASTRUCTURE

The Technical Upgrade project is now complete, with a total spend of \$1 million. We have completed all priority items identified in the original funding application and resolved additional health and safety issues identified during the project.

KEY ACHIEVEMENTS

Achievements can be summarised as follows

1. Improvement to the lighting systems for both theatres including improved catwalk access, new lights and cabling infrastructure
2. Upgraded audio systems for both theatres
3. New audio-visual and video conferencing equipment
4. Purchase of new theatre equipment including radio microphone systems for use across all GPAC managed venues
5. Improvement to the overall safety of the theatres.

LOCAL CONTRACTING

GPAC always looks to engage local business and contractors as a priority, and many of the large contracts in the upgrade were able to be awarded to Geelong suppliers, as they demonstrated the level of skill & expertise required to carry out the work, were competitive with national suppliers based elsewhere, and were able to provide ongoing service to GPAC easily due to their locality.



Consequently, over 60% of work on the venue upgrade was carried out by Geelong based businesses and suppliers, including audio and lighting suppliers, electrical contractors, construction companies and furniture providers. Also, 95% of ongoing preventative maintenance contracts (eg fire services, electrical, carpentry etc) are held by Geelong based businesses). Again this demonstrates the quality of suppliers and contractors available locally.

FACILITIES MASTERPLAN

During 2002-03 GPAC, through Arts Victoria, was funded to develop a Strategic Facilities Masterplan. A Project Control Group (PCG) was formed including GPAC Trust and Staff members, Arts Victoria and the appointed architects Allom Lovell and Associates. The masterplan developed by Allom Lovell, in consultation with GPAC Trust, staff and community users, ensures GPAC's sustainability and future growth for years to come.

Value 4: Our employees are our most valued and important asset. Their time with GPAC should be an exciting one, during which they are challenged to grow. Our Trust provides leadership, ensures a vision for the future and is committed to strengthening and maintaining corporate governance. We demonstrate integrity in all aspects of our work. We are honest, supportive, innovative and motivated people, possessing good listening skills and a can-do attitude.

OUR PEOPLE

10 YEARS ON AND GOING STRONG

GPAC is an extremely popular place to work, and enjoys longevity of staff service. In 2001 certificates of recognition were introduced for staff members who have been employed by GPAC for ten years or more. This year usher Lynda Clifford, and Kim Hodgkinson, Assistant to the Customer Service Manager, reached their 10-year-mark at GPAC, joining the following staff members:

Robyn Birrell	Kim Hodgkinson	Tina Rettke
Betty Clark	Gordon Hutchinson	Jennifer Waugh
Allanah Clifford	Gillian Morrison	Peter Wills
Lynda Clifford	Carolyn O'Neill	Nola Wright
Valda Foster	Eril Rankin-Stubbings	

DEVELOPING STAFFING STRUCTURE

A number of staffing changes occurred throughout the organisation in this financial year:

- Sue Evans-Atherton replaced Emily McClean as GPAC's Education Officer.
- A new Marketing/Administration traineeship position was created and filled by Rebecca Gangemi.
- The strength of the Technical Department team was reinforced by supplementing the existing structure with a head technician and increased number of supervising part-time technicians, while improving training, team meetings and communication. 50% of all Technical staff attended Supervising Technicians workshops,



LEARNING & DEVELOPMENT:

SUPERLATIVE STAFF...

Learning and Development is a key strategy in making Geelong Performing Arts Centre an employer of choice, keeping a strong focus on creating staff who are highly skilled, aware and motivated. In this financial year 186 training sessions were delivered, exceeding targets by 71%.

Learning & Development in 2003-03 has been strongly oriented on making GPAC a safer workplace for all, with an increased focus on OH&S-related learning. A new OH&S Training Strategy was developed as a key first step towards a broader, upgraded organisational Learning & Development Plan, to be introduced in the next financial year. The new OH&S Training Strategy delivers all aspects of OH&S-related learning over a two-year cycle.

Other highlights included the training of technical staff in Rigging, and Testing & Tagging of equipment, Customer Services training for Box Office staff and technicians, extensive OH&S Committee Representatives training for members of the staff OH&S Committee, and training in ergonomics, evacuation and emergency procedures.

...IN A SAFE WORKPLACE

In addition to OH&S training, much work has been done in strengthening our OH&S procedures. A new Safety Plan was created, clarifying roles and accountabilities of various staff responsible for OH&S, many items were removed from the Risk Register.

A comprehensive OH&S Policies and Procedures Manual was created, and upon completion of this manual, a business mentoring partnership was formed through the Australian Business Arts Foundation with Gail Shawyer of JB Were, to help GPAC to explore ways to raise staff OH&S awareness.

Output Statements 2002/03

Performance Indicator	Target	Actuals	% of target achieved
Objective 1			
Grow patronage to GPAC			
GPAC attendances			
Total attendance at GPAC	150,000	153,091	109%
comprising -			
GPAC theatre programs	35,000	36,194	103%
GPAC education programs	16,000	12,596	79%
Education offsite attendances	2,000	1,834	92%
Venue hire shows and events	89,000	104,301	117%
GPAC subscribers			
Theatre Season 2003 subscribers	1313	1,292	81%
Big Time Arts Club 2003 subscribers	399	578	145%
Musical Mornings 2003 Season 1 subscribers	300	472	157%
Musical Mornings 2002 Season 2 subscribers	300	442	147%

Output Statements 2002/03

Performance Indicator	Target	Actuals	% of target achieved
-----------------------	--------	---------	----------------------

Objective 2

Grow venue utilisation and yield

Venue hire income

Total venue hire income	\$ 255,000	\$ 254,949	100%
comprising -			
GPAC programs	\$ 55,245	\$ 66,122	120%
Hirers	\$ 199,755	\$ 188,827	95%

Occupancy

Ford Theatre	60%	81%	134%
Blakiston Theatre	45%	52%	115%
Costa Hall	40%	44%	110%

Marketing

Number of new names on database	7,000	6,804	97%
On-line access	20,000	21,507	108%

Objective 3

Grow sponsorship and fundraising to \$400,000 by 2004

Sponsorship & fundraising - total	\$ 258,742	\$ 221,659	86%
comprising -			
Cash	\$ 189,342	\$ 154,659	82%
In-kind	\$ 69,400	\$ 67,000	97%

Output Statements 2002/03

Performance Indicator	Target	Actuals	% of target achieved
-----------------------	--------	---------	----------------------

Objective 4

Pro-actively source and promote a selection of diverse, satisfying and challenging product

Total attendances at GPAC comprising	140,000	153,091	109%
- Theatre		30,574	
- Drama		8,504	
- Comedy		10,740	
- Dance		31,516	
- Musical		21,052	
- Opera		1,516	
- Film		3,570	
- Concerts		20,504	
- Seminars & Conferences		4,638	
- Community/Private Functions		7,881	
- Education		12,596	
New programs	4	5	125%

Objective 5

Build and contribute to a vibrant regional entertainment and arts scene

Value of sponsored venue rental & expenses	40,000	\$46,752	117%
No of partnerships with Geelong arts organisations	8	9	113%
No of members, friends and volunteers	100	203	203%
No of GPAC Public Programs	14	14	100%
No of Performances	250	243	97%

Output Statements 2002/03

Performance Indicator

Target	Actuals	% of target achieved
--------	---------	----------------------

Objective 6

Maintain and develop strong relationships with the community and government

Value of ticket give-aways

\$ 10,000	\$ 15,264	153%
-----------	-----------	------

Objective 7

Sustain state of the art facilities

Achieve zero or better gap in customer survey overall performance

zero plus	-0.30	-0.30
-----------	-------	-------

Completion of energy audit

100%	0%	0%
------	----	----

Development of master plan completed

100%	80%	80%
------	-----	-----

Technical upgrade completed by 30 June 2003

100%	99%	99%
------	-----	-----

Objective 8

Ensure that GPAC is an 'employer of choice' and is renowned for developing staff that are highly sought

Number of training sessions delivered

109	186	171%
-----	-----	------

Objective 9

Strengthen and maintain corporate governance

Develop corporate governance manual

100%	10%	10%
------	-----	-----

Achieve neutral budget or better
(surplus/(deficit))

Surplus	Achieved	Achieved
---------	----------	----------

Objective 10

Initiate, develop and assess long range opportunities for GPAC

Development of Strategic Facilities Plan.

Development of 5-year Strategic Plan linked to new government Arts policy '*Creative Capacity +*'

APPENDICES

APPENDIX 1: GPAC HAPPENINGS

GPAC played host to all types of theatre by a range of users.

Theatre

- Almost A Circus by Peter Gray
- Circus Oz
- Comedy of Errors by The Bell Shakespeare Company
- Hamlet by The Bell Shakespeare Company
- Hello Mr Whiskers by Franciscus Henri
- Mavis Goes to Timor by Deckchair Theatre
- Milo's Wake by La Boite
- Peter Rabbit by Gary Ginivan Productions
- Salt Creek Murders by Main Street Theatre
- The Boy and the Bamboo Flute by Patch Theatre Company
- The Christian Brothers by Sydney Theatre Company
- The Day My Bum Went Psycho
- The Good Woman of Setzuan by Sacred Heart College
- The Three Musketeers by GSODA Junior Players
- The Twitts by Belmont High School
- Worry Warts by Monkey Baa Productions

Festivals

- The Geelong Schools Music Festival
- Geelong Dance Expo
- Alcoa Poppykettle Festival
- The Kudos Theatre Festival
- Class Clowns by Melbourne International Comedy Festival
- Take Over

Comedy

- Carl Barron
- Certified Male by Art, Hackle & Hoot
- Defending the Caveman by Russell Gilbert
- How to Age Disgracefully by Judy Glen
- Melbourne Comedy Festival Roadshow
- Rawhide Remix by Tracey Bartram

Film

- Bethany Film Festival
- Travelling Film Festival
- Victim of Circumstance By Faceache Films

Musical

- Big by Catholic Regional College
- Brigadoon by Geelong Lyric Theatre Society
- Fiddler on the Roof by Geelong Lyric Theatre Society
- Godspell by Doorstep Productions
- Jaffa by Hydra Productions
- Mother Goose by Medimime Productions
- Moulin Bleu by Kardina International College
- On With The Show by GSODA
- Once Upon A Mattress by Geelong College
- Secret Bridesmaid's Business by pinkFish productions

Classes

- Aloy Junco School of Dance
- Anne Carrick School of Dance
- Back to Back
- Bethany circus skills workshops
- Dance Expo 2003 by Geelong Dance Network and GPAC
- Geelong Talent & Event Management
- Impetus Dance Theatre
- Jamie Bromley Dance School
- Philippines School of Self Defence
- Professional Development Workshops for teachers
- Stagecoach Theatre Arts School
- Val Hannah School of Dance

Concerts

- An Impossible Dream by Kamahl
- Barry Crocker
- Big Band Swing
- Buddy's Back by A-List Entertainment
- Geelong Talent & Event Management
- Hi-5
- Highton Rotary
- HMS Pinafore by The G&S Company

- Mothers Day Concert by Denis Walter
- Oxford Primary School
- Philip Gould
- Slim Dusty
- Sons of Korah
- Stop When Everyone Is Moving by Nolan Bradbury
- The Big, Big Christmas Show
- The Road Less Travelled by Tim McCallum
- The Vagina Monologues by Adrian Bohm Presents
- The Vision of Ireland by John McNally
- Tommy Emmanuel
- Toni Lamond
- United Way 50th Anniversary
- Vince Jones in Concert
- Wakakirri

Seminars, Conferences & Business Meetings

- Arts Victoria State Arts Policy Launch
- Australia Council for the Arts
- Barwon Centre Against Sexual Assault
- Barwon Water
- Barwon Youth Accommodation Services
- Bendigo Bank
- Bethany Family Support
- Body Impact Modelling Agency
- Centre link
- City of Greater Geelong
- Kempe Engineering
- Kings Funeral Service
- Moonstone Productions
- Workcover Accident Compensation
- Young Ones Casting Agency
- Gordon Institute of Tafe
- Gideon International
- Hayden Real Estate
- Kardinia Network Family & Community Services
- St. Laurence Employment Services

Graduations & Awards

- Corio Bay Secondary College
- Newcomb High School
- North Geelong Secondary College
- The Corporate Advantage
- Victorian Amateur Theatre Guild

Opera

- La Boheme by OzOpera

Dance

- Air and Other Invisible Forces by Sydney Dance Company
- Anne Carrick School of Dance
- Barwon Calisthenics
- DMC Dance Works
- Geelong Ballet Centre
- Geelong Calisthenics
- Hightone Dance Academy
- Kerry Louise Rayner School of Dance
- New Works by Black Grace
- Ocean Grove Callisthenics
- Parklane Dance Academy
- Sandra Clack Ballet Centre
- Simone Dickinson School of Dance
- Spirit of the World by Geelong Ethnic Community Council
- Val Hannah School of Dance
- Westcoast Calisthenics
- Wingrove Calisthenics

COSTA HALL HAPPENINGS

GPAC is subcontracted by Deakin University to manage the Waterfront Campus Costa Hall. In 2002-03 GPAC staff provided services for the following events:

Theatre

- The Hollow Crown

Graduations & Awards

- Belmont High School
- Catholic Regional College
- Clonnard College
- Deakin University
- Deakin University Graduations
- Geelong Advertiser Scholarships
- Geelong College
- Kardinia International College
- Matthew Flinders Girls Secondary College
- Oberon High School
- St. Joseph's College
- Western Heights Secondary College

Seminars, Conferences & Meetings

- Australian Agronomy Corporation
- Boundary-line Entertainment
- Deakin University School of Architecture
- Department of Education
- Golden Key International Honor Awards
- Insight Publications
- Peter Oates
- Rotary 9810
- Rotary 9820
- Sales Force p/l
- Sciences Live Tour
- Target Australia "100% Happy" Program

Concerts

- Australian Classical Players
- Bannockburn Primary School
- Bay City Strings
- Bridges to Bali
- Burtles, Gobell and Shorrock
- Christian College
- Christy Abrahams
- City of Greater Geelong
- Foster & Allen
- Geelong College
- Geelong Concert Band
- Geelong Grammar
- Geelong Summer Music Camp
- Geelong Youth Concerto and Aria
- Hi-5
- John Williamson
- Kardinia International College
- Last Night of the Proms
- Lee Kernigan
- Melbourne Symphony Orchestra
- Ocean Grove Primary School
- Paco Pena
- Royal Scotts Guard
- Soweto Gospel Choir
- United Way 50th Anniversary Concert
- Western Heights Secondary College

GPAC PROGRAMS 2002/03:

BRINGING THE BEST TO GEELONG

GPACs 02-03 subscription seasons were marketed to capitalise on the concept of theatre as an integral part of a great lifestyle, with the themes "Make a Splash", and "Come out and Play". Once again GPAC dazzled local audiences with the quality & typical diversity of its subscription season program, bringing the best of the country's talent to Geelong:

- Comedy of Errors by The Bell Shakespeare Company
- Milo's Wake by La Boite
- Air and Other Invisible Forces by Sydney Dance Company
- La Boheme by OzOpera
- Circus Oz
- Mavis Goes to Timor by Deckchair Theatre
- Hamlet by The Bell Shakespeare Company
- New Works by Black Grace
- The Christian Brothers by Sydney Theatre Company

MUSICAL MORNINGS

Musical Mornings, Geelong's most significant major musical program for day patrons was offered in two separate seasons – July to December, and January to June. This is now an important fixed social event on the city's arts calendar, with senior patrons enjoying a cup of tea with friends prior to the show, and in many cases staying for a roast lunch. once again a big hit, selling out every show.

- Toni Lamond
- Barry Crocker
- The Vision of Ireland by John McNally
- Big Band Swing
- An Impossible Dream by Kamahl
- HMS Pinafore by The G&S Company
- Philip Gould
- Mothers Day Concert by Denis Walter
- How to Age Disgracefully by Judy Glen

RED EDUCATION PROGRAM

The Red Education Program annually presents a mix of contemporary and traditional concepts & forms. This year has seen a strong Australian flavour in the program, with 50% Australian product.

- Bethany Circus skills workshops
- Class Clowns by Melbourne International Comedy Festival
- Dance Expo 2003 by Geelong Dance Network and GPAC
- Hamlet by The Bell Shakespeare Company
- Mavis Goes to Timor by Deckchair Theatre
- Professional Development Workshops for teachers
- Take Over
- The Alcoa Poppykettle Festival
- The Geelong Schools Music Festival by the Geelong Schools Music Festival Association
- The Kudos Theatre Festival
- The Three Musketeers by GSODA Junior Players
- Video production of The Trials and Tribulations of Romeo & Cleopatra by Red Mouth Youth Committee

BIG TIME ARTS CLUB

Big Time Arts Club, our season of children's theatre, saw an 81% increase in subscriber numbers, from 319 to 578. This is an important contribution to our development of new audiences, delivering programs that develop and inspire, encouraging children to live well and make good choices. The program features local companies alongside the best touring children's theatre from all around Australia.

- The Boy and the Bamboo Flute by Patch Theatre Company
- The Three Musketeers by GSODA Junior Players
- Worry Warts by Monkey Baa Productions
- Almost A Circus by Peter Gray

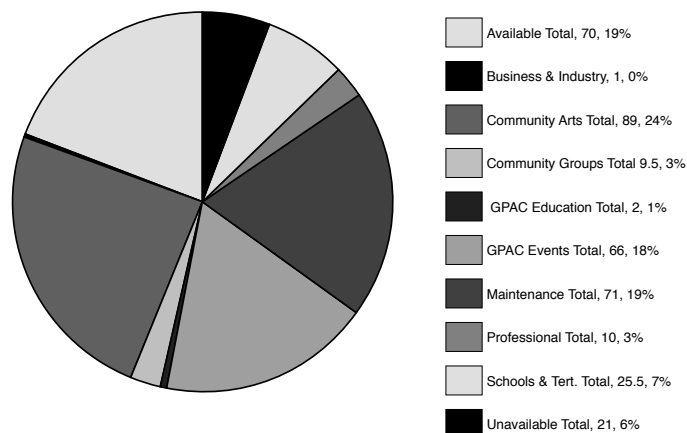
OTHER

- Best of the Melbourne festivals
 - o Travelling Film Festival
 - o Melbourne Comedy Festival Roadshow
 - o Raw Comedy Regional Heats
- Geelong Dance Expo by the Geelong Dance Network
- Foyer entertainment - local artists

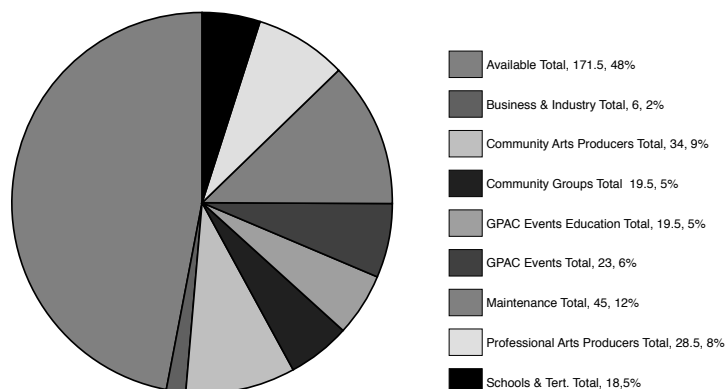
APPENDIX 2: VENUE USAGE

Charts on the following pages present venue usage details.

Ford Theatre July 02 - June03

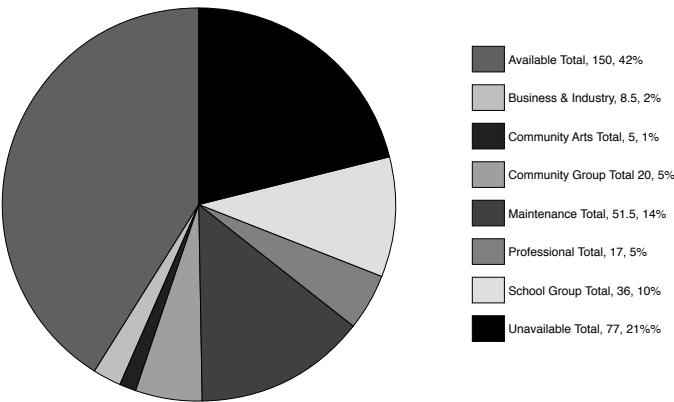


Blakiston Theatre July 02 - June03



Hirer Type/Usage

Costa Hall July 02 - June 03



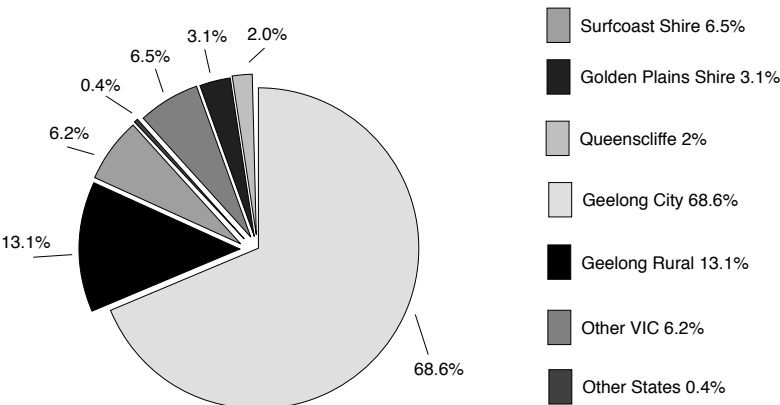
APPENDIX 3: TICKET BUYERS

Ticket-buyer growth highlights: Geographical

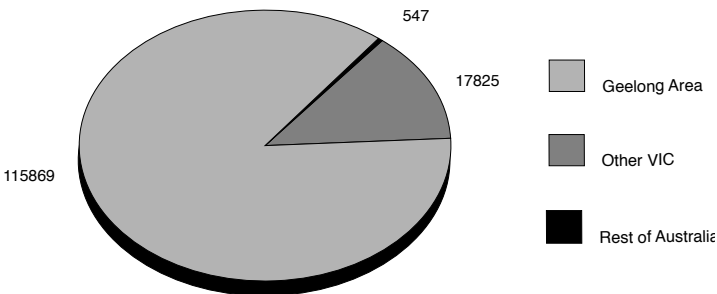
• Patronage growth was experienced in several new geographical areas, most notably Hoppers Crossing (3029), Werribee (3030) and Torquay (3228).

Ticket-buyer profile: Geographical

Ticket sales by Shire



Ticket buyer distribution 02 - 03



APPENDIX 4: EXTERNAL TICKETED EVENTS

- Brian Cadd (Acorn Productions)
- James Reyne (Acorn Productions)
- Mark Seymour (Acorn Productions)
- Dressage and Jumping with the stars (AEA Burong)
- Celtic Festival
- Alice through the looking glass (Cheshire Cat Productions)
- Headspin (Courthouse Youth Arts Centre)
- Signatures (Courthouse Youth Arts Centre)
- Seniors for Seniors Concert (Dorothy Squires)
- Moscow Circus (Edgley's)
- Do Mates Come First (Endless Production)
- A Man for all Seasons (Geelong Repertory Company)
- Breaking the Code (Geelong Repertory Company)
- Picasso at the Lapin Agile (Geelong Repertory Company)
- The Crucible (Geelong Repertory Company)
- The Fireraisers (Geelong Repertory Company)
- Concert Series (Minya Winery)
- Bob Brozman (Moonstone Productions)
- Chris Wilson (Moonstone Productions)
- Colin Hay (Moonstone Productions)
- Grada (Moonstone Productions)
- Greg Quill & Kerry Tolhurst (Moonstone Productions)
- Jeff Lang (Moonstone Productions)
- Kavisha Mazella (Moonstone Productions)
- My Friend the Chocolate Cake (Moonstone Productions)
- Seamus Begley (Moonstone Productions)
- Shane Howard (Moonstone Productions)
- Sharon Shannon (Moonstone Productions)
- Tiffany Eckhardt (Moonstone Productions)
- Trouble in the Kitchen (Moonstone Productions)
- Beauty and the Beast (Musicbox Theatre Company)
- Wind in the Willows (Musicbox Theatre Company)
- Taming of the Shrew (pinkFish productions)
- Kate Ceberano Concert (Scotchman's Hill Winery)
- A Road Less Travelled (Tim McCallum)
- Chopper Read & Mark Jackson (Wild Westcoast Saloon)

APPENDIX 5: NETWORKS & MEMBERSHIPS

GPAC staff are actively involved in representation on key National Boards and Committees, and staff members offer their skills and knowledge in Geelong and the region whenever possible. In the 2002-03 year GPAC continued to deliver the secretarial services for the Victorian Association of Performing Arts Centres (VAPAC), and Customer Services staff were involved in the VAPAC Box Office Managers' Network.

Other networks that GPAC staff and Trust were involved in include:

National

- Australia Council Theatre Board
- Australian Performing Arts Centres Association (APACA) - President
- Australian Presenters Group (APG)

State

- Arts Industry Council - State
- Arts Victoria Arts Portfolio CEO's Forum
- Arts Victoria Communications Managers' Network
- Arts Victoria Corporate Manager's Forum
- Arts Victoria Risk Management Coordination Committee
- Arts Victoria Touring Victoria Assessment Panel
- BOMNet (Box Office Managers Network)
- Tech BOMNet
- Victorian Association Performing Arts Centres (Secretariat services)
- Victorian Council for the Arts

Local

- City by the Bay Tourism
- Geelong Chamber of Commerce
- Zonta Club
- G21

APPENDIX 6: TRUST AND STAFF DATA

GPAC Trust Membership

Tim Orton	Chairman (incoming, appointed 17 December 2002)
Brendan Schmidt	Chairman (outgoing, resigned 31 August 2002)
Peter Mitchell	Deputy Chair, Business Development Subcommittee
Richard East	Programming Subcommittee
Patricia Murdock	Audit Subcommittee
John Bugg	Audit Subcommittee, Programming Subcommittee
Andrew Dunbabin	Finance Subcommittee
Julie Dyer	Programming Subcommittee
Cathy Roth	Business Development Subcommittee
Lynden Costin	Programming Subcommittee
Graeme Goldsworthy	Finance Subcommittee, Business Development
Kate Torpey	Programming Subcommittee

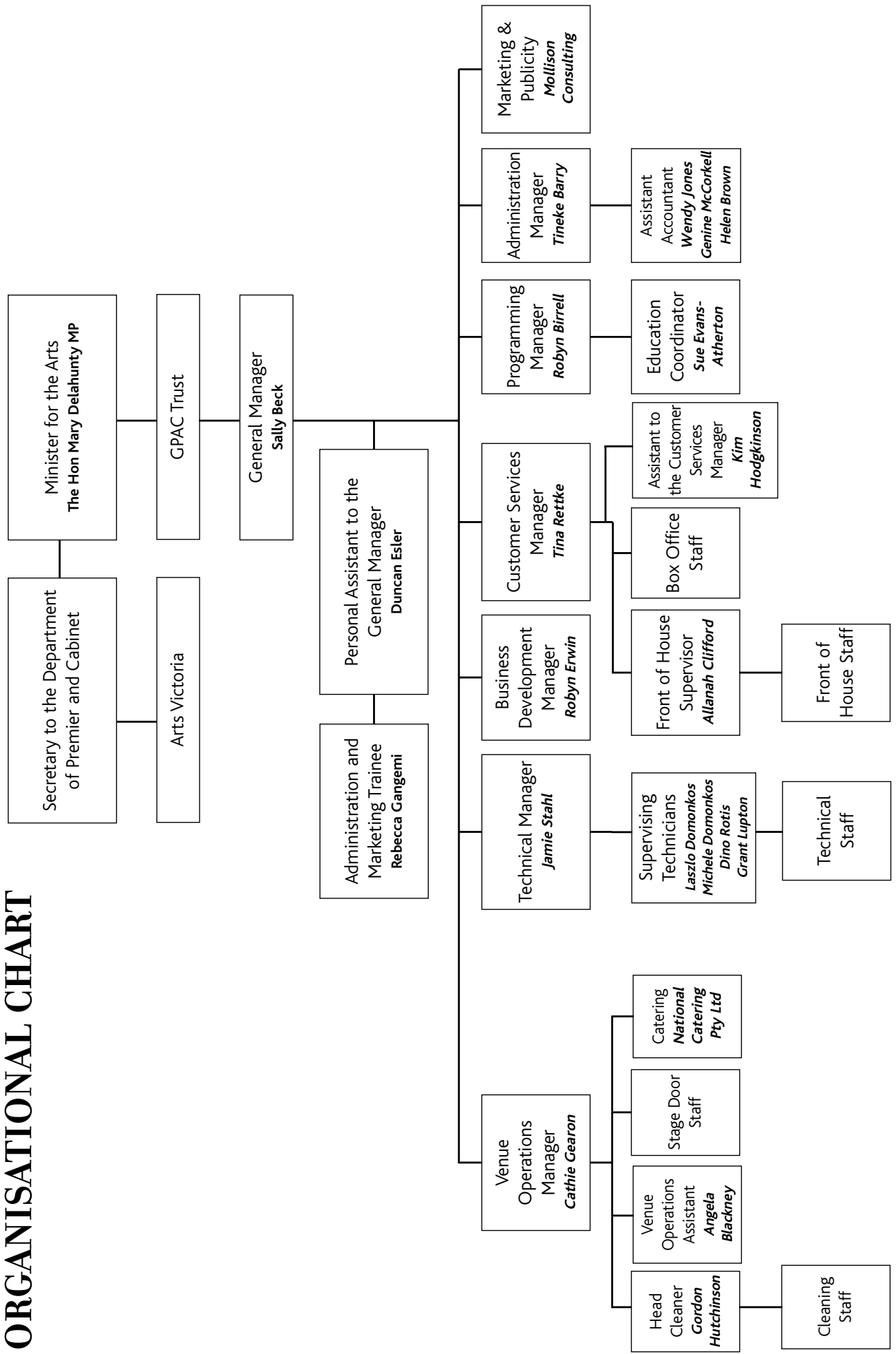
Staff data

Employment type	2002 - 2003				2001 - 2002			
	Male	Female	Total	EFT	Male	Female	Total	EFT
Ongoing	5	14	19	16	6	10	16	16
Casual	25	28	53	12	23	29	52	12
Total	30	42	72	28	29	39	68	28

STAFF EMPLOYED DURING 2002-03

General Manager	Sally Beck		Simon Bray
Administration Manager	Tineke Barry		Merryn Butterfield
Technical Manager	Jamie Stahl		Lex DeVries
Venue Operations Manager	Cathie Gearon		Gregory Edge
Business Development Manager	Robyn Erwin		Ian Flatman
Programming Manager	Robyn Birrell		Glen Hirst
Customer Services Manager	Tina Rettke		Simon Farrow
Marketing	Mollison		Simon Lewis
Consulting, Brad Martin			Jason Murdoch
Publicity	Mollison		Martin Schmidt
Consulting, Kelly Black			Mark Sharer
Assistant Accountants	Wendy Jones		Donald Shaw
	Helen Brown		Nathan Gili
	Genine McCorkell		Shane Haugh
	(maternity leave		Claire James
	Feb 03)		Scott Warren
Education Coordinator	Sue Evans-Atherton		Angus Birrell
	Emily McLean		Tim Butler
	(to Jan 03)		Angus Birrell
Front of House Supervisor	Allanah Clifford	Stage Door Staff	Keith Halfpenny
Personal Assistant to the			Marie Hutchinson
General Manager	Duncan Esler		Gill Morrison
Administration and Marketing Trainee	Rebecca Gangemi		Gerry Morrison
Supervising Technicians	Laszlo Domonkos	Front of House Staff	Mykel Brown
	Michele Domonkos		Brian Brylow
	Dino Rotis		Betty Clarke
Technician	Grant Lupton		Lynda Clifford
Head Cleaner	Gordon Hutchinson		Gillian Fillman
Cleaning Staff	Jacinta Egberts		Maree Ford
	Nathan Flett		Val Foster
	Debra Jones		Ineke Geue
	Stella Wingate		Helen Grull
Venue Operations Assistant	Angela Blackney		Catherine Johnson
Assistant to Customer			Dianne Kibbis
Services Manager	Kim Hodgkinson		Sandra Lovell
Box Office Staff	Kate Banovac		Bonnie Morrison
	Julie Brylow		Carolyn O'Neill
	Jessica Fraser		Vicki Rigby
	Karen Garratt		Peter Wills
	Peter Jukes		Eril Rankin-Stubbings
	Ruth Sutherland		Nola Wright
	Jenny Waugh		Pearce Gearon
Technical Staff	Clint Balfour		Tamara Moore
	Peter Balfour		
	Alison Bartlett		

ORGANISATIONAL CHART



COMPLIANCE DATA

SUMMARY OF FINANCIAL RESULTS WITH PREVIOUS FOUR YEAR COMPARATIVES

	2003	2002	2001	2000	1999
	\$ 000	\$ 000	\$ 000	\$ 000	\$ 000
Revenue from ordinary activities	2,647	3,561	2,476	2,625	4,120
Expenses from ordinary activities	(2,594)	(2,350)	(2,686)	(2,212)	(2,359)
Operating surplus/(deficit)					
before provisions	53	1,211	(210)	413	1,761
Depreciation	(317)	(311)	(518)	(553)	(446)
Employee entitlements	(21)	(11)	(54)	(16)	(24)
Results from ordinary activities surplus/(deficit)	(285)	889	(782)	(156)	1,291

MERIT AND EQUITY PRINCIPLES

GPAC complies with the public sector employment principles that state:

- Employment decisions are based on merit
- Employees are treated fairly and reasonably
- Equal employment opportunity is provided
- Employees have reasonable avenues of redress against unfair or unreasonable treatment

GPAC operates a non-smoking workplace, encourages healthy eating and places emphasis on ensuring all staff receive training in all aspects of the arts industry.

INDUSTRIAL RELATIONS

No days were lost through industrial dispute.

ENTERPRISE PARTNERSHIP AGREEMENT

Staff are employed under the Geelong Performing Arts Centre Enterprise Partnership Agreement, which incorporates the Performing Arts Centres Award 1992 and the Arts and Entertainment Administration Award 1990.

The second generation Geelong Performing Arts Centre Enterprise Agreement was certified in the Australian Industrial Relations Commission and came into force on 26 September 2001 for a two year period. This delivered wage increase, secured working conditions and committed the organisation to a range of business improvement projects.

CORPORATE GOVERNANCE

The Trust was established by the Geelong Performing Arts Centre Trust Act 1980 No. 9406. The Minister responsible is Mary Delahunty MP, Minister for the Arts.

The Act provides that the functions of the Trust shall be:

- To complete the construction of the Centre, which shall be known as the Geelong Performing Arts Centre
- To care for, improve and maintain the Centre
- To control and manage the Centre
- To present and produce theatrical performances, operas, plays, dramas, ballets and musical and other performances and entertainments of any kind whatsoever in the Centre and outside the Centre

- To promote the use of the Centre by persons and bodies whom the Trust consider suitable to use it
- To perform any other functions appropriate to the Centre as the Minister may approve

TRUST SUBCOMMITTEES AND TERMS OF REFERENCE

BUSINESS DEVELOPMENT SUB-COMMITTEE

Peter Mitchell (Chair), Graeme Goldsworthy, Cathy Roth

The role of the committee is as follows:

1. To act as a support group for the Business Development Manager
2. To develop new business development initiatives to pursue
3. To provide contacts in the Geelong community for the Business Development Manager to pursue
4. To participate in the organisation of fundraising events

PROGRAMMING SUB-COMMITTEE

Julie Dyer (Chair), Richard East, John Bugg, Kate Torpey, Lynden Costin

The role of the committee is as follows:

1. The Committee should meet at key times throughout the year as required by the GPAC Trust and report back to the Trust at regular meetings.
2. The Committee will work in alignment with the Finance Committee and financial procedures to support the entrepreneurial programming of GPAC.
3. The Committee members will actively contribute to the priorities and direction of the Strategic Plan in the strategic areas of programming and audience development

4. The Committee members should help implement and deliver the Strategic Plan by advocacy, active participation, and reporting on community perceptions.

AUDIT SUB-COMMITTEE

John Bugg (Chair), Patricia Murdock

The Audit Subcommittee provides a forum which can address issues relating to management of risk, transactions with external parties and financial reporting obligations.

Internal Audit

- to establish an internal audit programme
- to review the internal auditing function including the degree of coordination with the external auditor
- to consider matters arising from the internal audit projects
- to evaluate effectiveness of the internal auditing function by reviewing its achievement of the agreed outcomes
- to comply with laws and regulations
- to consider relevant government policies
- to provide an independent reporting line to the General Manager
- to monitor the ethical standards of GPACT
- to consider risk management issues

External Audit

- to consider matters arising from the external audit
- to follow up the implementation of recommendations made by the external auditors

Financial Reporting

- to review the annual audited statements (including any accompanying management report) prior to their approval by the Trust.

FINANCE SUB-COMMITTEE

Andrew Dunbabin (chair), Brendan Schmidt, Graeme Goldsworthy

The Finance Sub-Committee advises the Trust on the most appropriate way to fulfil its responsibilities with regard to financial management, accounting and reporting practices as prescribed by the Geelong Performing Arts Centre Trust Act 1980 and the Financial Management Act 1994.

It meets on a monthly basis and makes recommendations to the Trust for approval regarding:

- Annual operating budget
- Entrepreneurial venture budgets
- Capital expenditure priorities
- Monitoring of monthly financial result against budget
- Internal control relating to the finance system
- Pricing of services
- Cost effectiveness

OTHER INFORMATION

Fees and charges

Hiring charges and booking fees were increased to cover the increased cost of providing these services. Increases were made to the cost of venue labour in line with wage increases. When charging for services GPAC complies with National Competition Policy by charging fair market prices for all services provided.

Compliance with Buildings Regulations Act 1993

All building works undertaken by GPAC comply with current building regulations.

Freedom of Information

The Trust produces the following regular publications:

- Annual Report
- Fortnightly "What's On" e-mail bulletins
- Bi-monthly "Caught In The Act" newsletter

FOI requests should be directed to the General Manager, 50 Little Malop Street, Geelong VIC 3220. In accordance with the Freedom of Information Act 1982, all requests must be accompanied by a \$20 application fee.

The subject and the date range of the information sought should be indicated as precisely as possible. Where a request does not identify the document(s) requested, the applicant will be advised and given an opportunity to consult with officers in order to reformulate the request.

The types of documents that are not accessible under FOI are detailed in Part IV of the Freedom of Information Act. Such documents identified in GPAC's response to a request and reasons for the exempt status will be given. Under the Act an applicant can appeal a decision to Internal Review which will be conducted by the Principal Officer. Further appeals to the Ombudsman or the Administrative Appeal Tribunal can be made under Part VI of the Act.

Other publications produced by the Trust are marketing materials for the Trust's annual entrepreneurial ventures, which are obtained from box office.

Charges for access to documents will be in accordance with the Freedom of Information Act 1982 and the Freedom of Information (Charges) Regulations 1993. The Act specifies that access to information be provided at the lowest reasonable cost. The following charges will apply:

- Application Fee: \$20.00 per application
- Photocopy Fee: \$0.20 per A4 page
- Search Fees (identification and location of documents): \$20.00 per hour or part of an hour
- Supervision Fees (where a document is inspected at GPAC): \$5.00 per quarter hour or part quarter hour
- Deposits (in cases where charges will be substantial): \$25.00 or 50% of the calculated charge, whichever is the lesser amount

Charges other than the application fee may be waived if the request is a routine request or if the request is for access to a document relating to the personal affairs of the applicant. The application fee may be waived or reduced if payment of the fee would cause hardship for the applicant.

It is the aim of the FOI to make the maximum amount of information available promptly and inexpensively. FOI requests should be as specific as possible so that the request can be processed efficiently.

Correction of personal information

Requests for correction or amendment of information about a person which is contained in a document held by the agency should be in writing and should specify the name and address of the person making the request and particulars of why it is believed that the information is incomplete, incorrect, out of date or misleading. The application should

specify the amendments he or she wishes to be made.

Relevant information

The following information has been prepared and is retained by the Trust and can be made available to the Minister for the Arts, Members of Parliament and the public.

- (a) a statement that declarations of pecuniary interests have been duly completed by all relevant officers;
- (b) details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
- (c) details of publications produced by the entity about the entity and the places where the publications can be obtained;
- (d) details of changes in prices, fees, charges, rates and levies charged by the entity;
- (e) details of any major external reviews carried out on the entity;
- (f) details of major research and development activities undertaken by the entity;
- (g) details of overseas visits undertaken including a summary of objectives and outcomes of each visit;
- (h) details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and the services it provides;
- (i) details of assessments and measures taken to improve the occupational health and safety of employees;
- (j) a general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
- (k) a list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved.

CONSULTANCIES

The Trust did not engage consultants, as defined by Part 9 in the Directions of the Minister for Finance under the Financial Management Act 1994 during the year ended 30 June 2003

- There have been no disclosed matters referred to GPAC by the Ombudsman
- The nominated Protected Disclosure Officer (PDO) is Patricia Murdock who can be contacted on 9207 5511.

COMPLIANCE WITH NATIONAL COMPETITION POLICY

The Trust is committed to the implementation of the Victorian Government's Competitive Neutrality Policy.

CULTURAL DIVERSITY

As part of our growth strategy and community strategy we have engaged in MAMAS (Multicultural Arts Marketing Ambassadors Scheme) run by Multicultural Arts Victoria with funding from the Australia Council, under which scheme a project worker was trained and worked with us for six months to help develop these audiences. Performance indicators of GPAC's responsiveness to cultural diversity included defining initiatives and measuring multi-cultural audiences reached by the program (see under 'Community' section of this report).

WHISTLEBLOWERS PROTECTION ACT 2001

GPAC complies with the requirements of the act and has implemented the Department of Premier and Cabinet's procedures under section 68 for handling disclosures under the Whistleblowers Act 2001. As required by the legislation, these procedures are provided in the appendix to the annual report.

For the year 2002/03:

- There have been no disclosures made to GPAC and therefore no disclosures have been referred to the Ombudsman for determination as to whether they are public interest disclosures.



FINANCIAL STATEMENTS

GEE LONG PERFORMING ARTS CENTRE TRUST STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2003

	Notes	\$ Operations	2003 \$ Infrastructure	\$ Total	\$ Operations	2002 \$ Infrastructure	\$ Total
Revenue from ordinary activities							
Government grants							
Department of Premier and Cabinet	2	686,500		686,500	678,138	1,198,000	1,876,138
Department of Education		31,323		31,323	31,323		31,323
Australia Council		10,704		10,704			
Trading income							
Box office	3	653,956		653,956	592,440		592,440
Booking fees		298,208		298,208	230,011		230,011
Venue hire	5	600,446		600,446	526,873		526,873
Sponsorship and fundraising		154,773		154,773	132,711		132,711
Catering commission		57,901		57,901	37,609		37,609
Management fees		45,000		45,000	45,000		45,000
Outside of operating activities							
Interest		65,060		65,060	68,979		68,979
Proceeds on disposal of assets	6		28,923	28,923			
Other		14,440		14,440	20,248		20,248
Total revenue from ordinary activities		2,618,311	28,923	2,647,234	2,363,332	1,198,000	3,561,332
Expenses from ordinary activities							
Human resources							
Salaries and related		1,345,663		1,345,663	1,149,200		1,149,200
Consultants		123,083		123,083	128,570		128,570
Staff development		25,494		25,494	31,219		31,219
Trading							
GPAC programs		483,123		483,123	446,881		446,881
Education programs		34,580		34,580	37,314		37,314
Marketing		18,912		18,912	12,707		12,707
Operating		133,447		133,447	138,342		138,342
Buildings and facilities							
Repairs and maintenance		132,571		132,571	124,168		124,168
Utilities		110,307		110,307	105,968		105,968
Depreciation			316,948	316,948		311,281	311,281
Written down value of asset disposals	6		18,471	18,471			
Administration and finance							
Administration		101,378		101,378	95,191		95,191
Information technology		14,418		14,418	30,113		30,113
Audit		11,500		11,500	10,300		10,300
Bad and doubtful debts		1,023		1,023	4,292		4,292
Insurance		56,612		56,612	41,871		41,871
Lease expenses		4,728		4,728	4,728		4,728
Total expenses from ordinary activities		2,596,839	335,419	2,932,258	2,360,864	311,281	2,672,145
Result from ordinary activities (surplus/(deficit))		21,472	(306,496)	(285,024)	2,468	886,719	889,187
Total changes in equity other than those resulting from transactions with the Victorian Government in its capacity as owner							
		21,472	(306,496)	(285,024)	2,468	886,719	889,187

The above statement of financial performance should be read in conjunction with the accompanying notes

	Note	2003 \$	2002 \$
Current assets			
Cash assets	12(a)	1,084,325	1,775,074
Receivables		184,193	231,953
Inventories		2,000	2,000
Other	11	57,334	68,694
Total current assets		1,327,852	2,077,721
Non-current assets			
Property plant and equipment	8	14,157,768	13,670,400
Total non-current assets		14,157,768	13,670,400
Total assets		15,485,620	15,748,121
Current liabilities			
Payables	9	549,469	544,798
Provisions	10	145,133	132,530
Total current liabilities		694,602	677,328
Non-current liabilities			
Provisions	10	59,577	54,328
Total non-current liabilities		59,577	54,328
Total liabilities		754,179	731,656
Net assets		14,731,441	15,016,465
Equity			
Contributed capital	7a)	6,749,905	6,749,905
Accumulated surplus/(deficit)	7c)	604,163	889,187
Reserves	7b)	7,377,373	7,377,373
Total equity	7d)	14,731,441	15,016,465

The above statement of financial position should be read in conjunction with the accompanying notes

	Notes	2003 \$ Inflows(outflows)	2002 \$ Inflows(outflows)
Cash flows from operating activities			
Cash receipts from customers		2,106,094	1,842,372
Government grants		722,205	1,997,952
Interest received		65,060	68,979
Payments to suppliers and employees		(2,790,244)	(2,428,794)
Net cash inflow from operating activities	12b)	103,115	1,480,509
Cash flows from investing activities			
Payments for property plant and equipment		(822,787)	(283,361)
Proceeds from sale of property plant and equipment		28,923	-
Net cash outflow from investing activities		(793,864)	(283,361)
Net increase(decrease) in cash held		(690,749)	1,197,148
Cash at beginning of year		1,775,074	577,926
Cash at end of year	12a)	1,084,325	1,775,074

The above statement of cash flows should be read in conjunction with the accompanying notes

1 ACCOUNTING POLICIES

a) *Basis of preparation*

This general-purpose financial report has been prepared in accordance with the Financial Management Act 1994, Australian Accounting Standards Board and Urgent Issues Group Consensus Views. It is prepared in accordance with the historical cost convention, except for certain assets and liabilities which, as noted, are at valuation. The accounting policies adopted and the classification and presentation of items, are consistent with those of the previous year, except where a change is required to comply with an Australian accounting standard or Urgent Issues Group Consensus View, or an alternative accounting policy permitted by an Australian accountant standard, is adopted to improve the relevance and reliability of the financial report. Where practicable, comparative amounts are presented and classified on a basis consistent with the current year.

b) *Property plant and equipment*

Subsequent to the initial recognition as assets, non-current physical assets, other than plant and equipment are measured at fair value. Plant and equipment is measured at cost. Revaluations are made with sufficient regularity to ensure that the carrying amount of each asset does not vary materially from its fair value at the reporting date. Revaluations are assessed annually and supplemented by independent assessments, at least every three years. Land and buildings were revalued by the Valuer-General at 30 June 2001 on the basis of the market value of land and depreciated replacement cost of buildings. Building additions are valued at cost. The valuation of land and buildings is in accordance with the Victorian Government Policy – Revaluation of Non-Current Physical Assets. Depreciation is calculated using the straight line basis to write off the net cost of each item of property, plant and equipment (excluding land) over its expected useful life. Buildings have an expected useful life of 60 years. Plant and equipment items have expected useful lives ranging from 3 to 20 years. Depreciation rates have not altered from the previous year.

c) *Inventories*

Stocks of lighting consumables are valued on the weighted average cost basis and are carried at the lower of cost and net realisable value.

d) *Long service leave*

Provision for long service leave is made for staff in accordance with the terms of the relevant awards. The liability represents the present value of the estimated future cash outflows to be made by the employer resulting from employees' services up to balance date. Liabilities for long service leave which are not expected to be settled within twelve months are discounted using rates supplied by the Department of Treasury and Finance. In determining the liability for long service leave, consideration has been given to future increases in wage and salary rates and GPACT's experience with staff departures. Related on-costs have also been included in the liability.

e) *Annual leave*

Provision has been made in the financial statements as a current liability for all outstanding annual leave as at balance date. Annual leave is provided in accordance with relevant Awards. The amount unpaid at balance date represents the amount that GPACT has a present obligation to pay resulting from employees' services provided up to the balance date. The provision has been calculated at nominal amounts based on current wage and salary levels and includes on-costs.

f) *Sick leave*

No provision is made for sick leave as there is no liability to pay for accumulated leave and the sick leave to be taken in future reporting periods is not expected to be greater than entitlements which are expected to accrue in those periods.

g) *Revenue recognition*

Revenue represents amounts earned from sales of products or services, for completed programs and hire of venues, interest and other items. Government grants are recognised on receipt except where they are for specific programs whereby they are recognised at time of performance. Income from the hire of venues is recognised when payments are due. Booking fees are recognised as income when tickets are sold. Income from the sale of tickets is recognised when the shows have been performed. Rental income for commercial and retail areas is recognised monthly in advance. Bar and catering services are contracted to an independent operator. GPACT receives a return based on a percentage of gross turnover. This revenue is recognised on a monthly basis.

h) *Government contributions*

Pursuant to a Government directive under the Financial Management Act 1994, capital contributions are treated as revenue.

i) *Contributed capital*

Consistent with UIG Abstract 38 Contributions by Owners Made to Wholly-Owned Public Sector Entities appropriations for additions to net assets have been designated as contributed capital. Other transfers that are in the nature of contributions or distributions have also been designated as contributed capital.

j) *Leases*

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

k) *Receivables*

Trade receivables are recognised and carried at original invoice amount less a provision for any uncollectible debts. An estimate for doubtful debts is made when collection of the full amount is no longer probable. Bad debts are written off as incurred.

l) Payables

Liabilities for trade creditors and other amounts are carried at cost which is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to GPACT.

m) Goods and services tax

Revenues, expenses and assets are recognised net of the amount of GST except:

- where the GST incurred on the purchase of goods and services is not recoverable from the taxation authority, in which case the GST is recognised as part of the acquisition of the asset or as part of the expense item as applicable; and
- Receivables and payables are stated with the amount of GST included.

The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables in the Statement of Financial Position.

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

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to the taxation authority.

n) Superannuation

All superannuation contributions are expensed in the Statement of Financial Performance. A total of \$ 151,051 was contributed to a number of superannuation funds. GPACT has no loans from superannuation funds.

	2003 \$	2002 \$
2 DEPARTMENT OF PREMIER AND CABINET		
Current		
Operations	674,000	658,000
Other		
Leadership and Management Training	12,500	-
Co-operative Audience Development	-	20,138
	686,500	678,138
Capital		
Regional Arts Infrastructure Fund	-	1,000,000
Disability Access	-	198,000
	-	1,198,000
3 BOX OFFICE		

GPACT presented 46 programs (2002 – 51) during the period covered by these accounts covering both GPAC and education programs.

4 INTRA-ENTITY CHARGES

GPACT eliminates the effect of intra-entity charges from the financial report. Intra-entity

charges apply to GPAC programs and Education programs to reflect the full cost of presenting those programs. The impact of eliminating intra-entity charges is:

- a) To reduce the cost of GPAC programs from the full cost of \$687,919 (2002 \$603,248) by intra-entity charges of \$204,796 (2002 \$156,367) to give a net cost of \$483,123 (2002 \$446,881).
- b) To reduce the cost of Education programs from the full cost of \$57,349 (2002 \$57,003) by intra-entity charges of \$22,769 (2002 \$19,689) to give a net cost of \$34,580 (2002 \$37,314).

Total intra-entity charges of \$227,565 (2002 \$176,056) comprise venue hire costs of \$214,728 (2002 \$165,057) and booking fees of \$12,837 (2002 \$10,999).

	\$ 2003	\$ 2002
5 VENUE HIRE		
Venue rental		
Ford theatre	85,901	93,578
Blakiston theatre	19,930	16,907
Foyer, gallery, studios	54,190	52,155
Rental income – commercial and retail areas	28,806	31,374
Venue labour and other recoveries	411,619	332,859
	600,446	526,873

6 ASSET DISPOSALS

Proceeds on disposal	28,923	-
Written down value	(18,471)	-
Profit on disposal	10,452	-

	\$ 2003	\$ 2002
7 CONTRIBUTED CAPITAL, RESERVES AND TOTAL EQUITY		
a) Contributed capital		
Balance 1 July	6,749,905	267,000
Transfer from accumulated surplus	-	6,482,905
Balance 30 June	6,749,905	6,749,905
b) Reserves		
Balance 1 July	7,377,373	7,377,373
Balance 30 June	7,377,373	7,377,373
c) Accumulated surplus		
Balance 1 July	889,187	6,482,905
Transfer to contributed capital	-	(6,482,905)
Surplus(deficit)	(285,024)	889,187
Balance 30 June	604,163	889,187
d) Total equity		
Balance 1 July	15,016,465	14,127,278
Total changes in equity recognized in the Statement of Financial Performance	(285,024)	889,187
Balance 30 June	14,731,441	15,016,465

e) Nature and purpose of reserves**Asset revaluation reserve**

The asset revaluation reserve is used to record increments and decrements on the revaluation of non-current assets, as described in accounting policy note 1b).

8 PROPERTY PLANT AND EQUIPMENT

Land at independent valuation 2001	1,532,000	1,532,000
Buildings at independent valuation 2001	11,393,679	11,393,679
Building improvements at independent valuation 2001	200,000	200,000
Building improvements at cost	329,526	97,734
Less accumulated depreciation	(391,628)	(194,540)
	11,531,577	11,496,873
Plant and equipment at cost	1,320,876	758,268
Less accumulated depreciation	(226,685)	(116,741)
	1,094,191	641,527
Total property plant and equipment	14,157,768	13,670,400

Reconciliations of the carrying amounts of each class of property plant and equipment at the beginning and end of the current financial year are set out below.

	Land	Buildings	Plant and equipment	Total
Carrying amount at 1 July 2002	1,532,000	11,496,873	641,527	13,670,400
Additions	-	231,792	590,995	822,787
Disposals	-	-	(18,471)	(18,471)
Depreciation	-	(197,088)	(119,860)	(316,948)
Carrying amount at 30 June 2003	1,532,000	11,531,577	1,094,191	14,157,768

Property plant and equipment subject to operating leases

Building	Independent valuation 2001	Accumulated depreciation	Depreciation expense for the year
Historical buildings (Zone A)	2,278,736	38,055	38,055

	\$ 2003	\$ 2002
9 PAYABLES		
Current		
Trade creditors	299,844	223,876
Tickets sold in advance	156,527	248,344
Income in advance	76,912	39,313
GST and PAYG liability	16,186	33,265
	549,469	544,798

Included in the trade creditors amount is a payable of \$53,840 to Local Authorities Super due to a shortfall in the defined benefit superannuation fund

10 PROVISIONS

Current		
Annual Leave	70,634	68,750
Long Service Leave	74,499	63,780
	145,133	132,530
Non-current		
Long Service Leave	59,577	54,328
Aggregate carrying amount of provisions	204,710	186,858

Movements in provisions during the current financial year are set out below.

	Annual leave	Long service leave	Total
Carrying amount at 1 July 2002	68,750	118,108	186,858
Leave accrued	74,174	19,231	90,142
Leave taken	(72,290)	(3,263)	(72,290)
Carrying amount at 30 June 2003	70,634	134,076	204,710

	\$ 2003	\$ 2002
11 OTHER ASSETS		
Prepayments	57,334	68,694

12 NOTES TO THE STATEMENT OF CASH FLOWS

a) Reconciliation of cash

For the purpose of the statement of cash flows, cash includes cash on hand and at bank and short term deposits, at call net of outstanding bank overdrafts. Cash as at the end of the year in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash on hand	2,350	2,350
Cash at bank	182,975	532,724
Term deposits	899,000	1,240,000
	1,084,325	1,775,074

b) Reconciliation of result from ordinary activities to net cash inflow(outflow) from operating activities

Result from ordinary activities	(285,024)	889,187
Profit on sale of assets	(10,452)	-
Add(less) non-cash items		
Depreciation	316,948	311,281
Changes in operating assets and liabilities		
Increase(decrease) in payables	4,671	188,760
Increase(decrease) in provisions	17,852	11,472
Decrease(increase) in receivables	47,760	91,508
Decrease in inventories	-	5,311
Decrease(increase) in other assets	11,360	(17,010)
Net cash inflow(outflow) from operating activities	103,115	1,480,509

13 (a) OPERATING LEASE COMMITMENTS

Lease commitments for non-cancellable operating lease payable.

Within one year	4,728	4,728
Later than one year but not later than five years	8,668	13,396
	13,396	18,124

(b) Operating lease receivables

Lease payments receivable from leasing out office space and from shop rentals

Within one year	26,375	11,915
Later than one year but not later than five years	14,841	-
	41,216	11,915

14 CONTINGENT LIABILITIES

There are no contingent liabilities.

15 UNSPENT GOVERNMENT CAPITAL GRANTS

At 30 June 2003 GPACT holds \$305,235 in unspent capital grants, comprising \$118,735 relating to the Regional Arts Infrastructure Fund and \$186,500 relating to Disability Access. These funds must be spent on capital assets relating to theatre technical upgrades and disability access in accordance with the terms and conditions of the grant agreements.

16 RESPONSIBLE PERSONS

The Minister responsible for GPACT is the Honourable Mary Delahunty MP, Minister for the Arts.

The names of responsible persons who were Trust members at any time during the financial year are:

	Position	Appointment status
Mr Tim Orton	Chairman	Appointed 17 December 2002
Mr Brendan Schmidt	Chairman	Resigned 31 August 2002
Mr Peter Mitchell	Acting Chairman	1 September – 16 December 2002
Mr Peter Mitchell	Deputy Chairman, Chair Business Development Sub-committee	Resigned 5 August 2003
Cr John Bugg	Chair Audit Sub-committee	On-going appointment
Mr Andrew Dunbabin	Chair Finance Sub-committee	On-going appointment
Ms Julie Dyer	Chair Programming Sub-committee	On-going appointment
Mr Graeme Goldsworthy	Trust member	On-going appointment
Mr Richard East	Trust member	On-going appointment
Ms Lynden Costin	Trust member	On-going appointment
Ms Cathy Roth	Trust member	On-going appointment
Ms Kate Torpey	Trust member	On-going appointment

The names of persons who were responsible persons at any time during the financial year other than Trust members are:

Ms Sally Beck General Manager

Remuneration of responsible persons

No remuneration was paid to any responsible person who is a Trust member. The Minister's remuneration is disclosed in the financial statements of the Department of Premier and Cabinet.

No executive officer received remuneration over \$100,000.

Retirement benefits

No retirement benefits were paid by the reporting entity in connection with the retirement of responsible persons.

Other transactions of responsible persons and their related entities

Business transactions were conducted with the organization The Courthouse, owned by the City of Greater Geelong, of which Ms Lynden Costin is the General Manager. The transactions related to venue rental charges for the amount of \$ 979 (2001/02 \$ Nil).

The above transactions were undertaken in the ordinary course of business and were at arms length and at normal commercial terms.

17 FINANCIAL INSTRUMENTS*a) Terms conditions and accounting policies*

GPACT's accounting policies including terms and conditions of each material class of financial asset, financial liability, both recognised and unrecognised at balance date, are as follows:

Recognised Financial Instruments	Note Ref	Accounting Policy	Terms and Conditions
(i) Financial assets			
Cash assets	12a)	Cash and Bank deposits are carried at principal amounts. Interest is recognised as it is earned.	All cash and bank balances are at call and have an effective interest rate of 4.5%.
Receivables		Assets are recognised for amounts to be received in the future for services provided to members.	Terms are normally 'Payment within 30 days'. Interest may be charged on late payment at the discretion of the Trust at 13.2%
(ii) Financial Liabilities			
Payables	9	Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed to the Trust.	Trade liabilities are normally settled on 30 day terms

b) Interest rate risk

GPACT's exposure to interest rate risks and the effective interest rates of financial assets and financial liabilities, both recognised and unrecognised are as follows

Financial Instruments	Floating interest rate		Non-interest bearing		Total carrying amount as per statement of financial performance		Weighted average effective interest rate	
	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02	2002/03	2001/02
(i) Financial assets								
Cash assets	1,041,452	1,775,074			1,041,452	1,775,074	4.5%	4.09%
Receivables			184,193	231,953	184,193	231,953	N/A	N/A
Total financial assets					1,225,645	2,007,027		
(ii) Financial liabilities								
Payables			512,056	544,798	512,056	544,798	N/A	N/A
Total financial liabilities					512,056	544,798		

c) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions of doubtful debts, as disclosed in the balance sheet and notes to the financial statements. GPACT does not have any material credit risk to any single debtor or group of debtors under financial instruments.

d) Net fair values

The net fair value of GPACT's financial assets and financial liabilities are not expected to be significantly different from each class of asset and liability as disclosed above and recognised in the balance sheet as at 30 June 2003.

18 SUPERANNUATION

GPACT made superannuation contributions for employees as follows:

	\$	\$
	2003	2002
Local Authorities Superannuation Fund	139,346	74,700
Other superannuation funds	11,705	3,800
	151,051	78,500

In respect of contributions to the Local Authorities Superannuation Fund (the Fund) there are two categories of membership, each of which is funded differently.

LASPLAN Members

The Fund's LASPLAN category receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings in accordance with the Superannuation Guarantee Legislation (9% in 2002/03). No further liability accrues to the employer as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

During 2002/03 GPACT's superannuation contribution relating to LASPLAN members was \$ 75,748 (\$62,734 in 2001/02).

Defined Benefits Members

GPACT makes employer contributions to the defined benefits category of the Fund at rates determined by the Fund's Trustee. The rate is currently 9.25% of superannuation salary (9.25% in 2001/02).

During 2002/03 GPACT's superannuation contribution relating to that year's defined benefits members' service was \$ 64,794 (\$ 11,996 in 2001/02).

In addition GPACT reimburses the Fund for the difference between resignation and retrenchment benefits paid to its retrenched employees. Employees also make member contributions to the Fund. As such, assets accumulate in the Fund to meet member benefits, as defined in the Trust Deed, as they accrue.

GPACT's past service liability to the Fund as at 30 June 2003, including principal, retrenchment increments, accrued interest and tax is \$ 53,840 (30 June 2001 \$ Nil).

GPACT has an ongoing obligation to share in the future experience of the Fund. Favourable or unfavourable variations may arise should the experience of the Fund differ from the assumptions made by the Fund's actuary in estimating the Fund's accrued benefits liability.

The most recent full actuarial review of the Fund was undertaken by the Fund's actuary, Grant Harslett, FIA, FIAA of Towers Perrin, as at 31 December 2002. The fund's liability for accrued benefits was determined by reference to expected future salary levels and by application of a market-based risk-adjusted discount rate and relevant actuarial assumptions. It was determined that the net assets of the Fund, which includes amounts owed by GPACT to the Fund, were more than sufficient to meet the accrued benefits of the Fund's defined benefit category members.

The Fund's liability for accrued benefits was determined in the 31 December 2002 actuarial investigation pursuant to the requirements of Australian Accounting Standard AAS25 as follows:

	31 December 2002
	\$
Net market value of assets	2,013,748,000
Accrued benefits (per accounting standards)	2,085,204,000
Difference between assets and accrued benefits	(71,456,000)
Vested benefits	2,013,156,000

In respect of contributions to other superannuation funds GPACT has no responsibility for unfunded liabilities associated with those funds. Employer contributions are based on a fixed percentage of employee earnings in accordance with the superannuation guarantee legislation (9% in 2002/03).

There are no superannuation contributions relating to the superannuation guarantee legislation outstanding as at 30 June 2003.

Statement of Certification

GEELONG PERFORMING ARTS CENTRE TRUST STATEMENT OF CERTIFICATION

In accordance with the requirements of the relevant Acts we the undersigned certify -

(a) that in our opinion the financial report as at 30 June 2003 comprising the statement of financial performance, statement of financial position, statement of cash flows and notes to the financial report present fairly the financial transactions during the financial year and the financial position at the end of the year and;

(b) that in our opinion the financial report is drawn up in accordance with the Financial Management Act 1994 and;

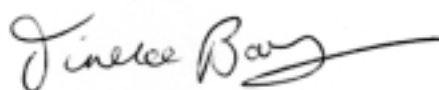
(c) that at the date of signing the report we are not aware of any circumstance which would render any particulars in the financial report to be misleading or inaccurate.



Tim Orton
Chairman of the Trust



Andrew Dunbabin
Chair Finance Sub-Committee



Tineke Barry
Administration Manager

22 September 2003

REPORT OF AUDITOR-GENERAL'S DELEGATE

**To the Members of the Parliament of Victoria,
the responsible Ministers and the Members of the
Geelong Performing Arts Centre Trust**

Audit Scope

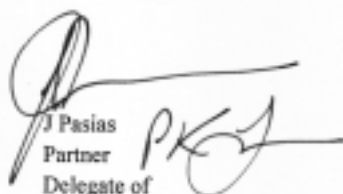
The accompanying financial report of the Geelong Performing Arts Centre Trust for the financial year ended 30 June 2003, comprising statement of financial performance, statement of financial position, statement of cash flows and notes to the financial statements, has been audited under the delegated authority provided by the Auditor-General under the *Audit Act* 1994. The Members of the Geelong Performing Arts Centre Trust are responsible for the preparation and presentation of the financial report and the information it contains. An independent audit of the financial report has been carried out in order to express an opinion on it to the Members of the Parliament of Victoria, responsible Ministers and the Members of the Department as required by the *Audit Act* 1994.

The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. The audit procedures included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia and the financial reporting requirements of the *Financial Management Act* 1994, so as to present a view which is consistent with my understanding of the Department's financial position, financial performance and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia and the financial reporting requirements of the *Financial Management Act* 1994, the financial position of the Geelong Performing Arts Centre Trust as at 30 June 2003 its financial performance and cash flows for the year then ended.



J Pasias

Partner

Delegate of

J.W. Cameron

Auditor-General

MELBOURNE

22 September 2003

A Victorian Partnership

FINANCIAL MANAGEMENT ACT 1994

COMPLIANCE INDEX

<i>Clause</i>	<i>Page No</i>
<i>Charter & Purpose</i>	
9.1.3(i)(a) Manner of establishment and Relevant Minister	29
9.1.3(i)(b) Objectives, functions, powers and duties	29
9.1.3(i)(c) Services provided and persons or sections of community served	3-10
<i>Management & Structure</i>	
9.1.3(i)(d)(i) Names of governing board members, audit committee and chief executive officer	45
9.1.3(i)(d)(ii) Names of senior office holders and brief description of each office	26-28
9.1.3(i)(d)(iii) Chart setting out organisational structure	25
9.1.3(i)(e) Workforce data and application of merit & equity principles	25 & 29
9.1.3(i)(f) Application and operation of FOI Act 1982	31
<i>Financial and other information</i>	
9.1.3(ii)(a) Summary of financial results with previous four year comparatives	29
9.1.3(ii)(b) Summary of significant changes in financial position	n/a
9.1.3(ii)(c) Operational objectives for the year and performance against objectives	15-18
9.1.3(ii)(d) Major changes or factors affecting achievement of objectives	n/a
9.1.3(ii)(e) Events subsequent to balance date	n/a
9.1.3(ii)(f) Consultancies > \$ 100,000 – full details of each consultancy	33
9.1.3(ii)(g) Consultancies < \$ 100,000 – number and total cost of consulting engagements	33
9.1.3(ii)(h) Extent of compliance with Building Act 1993	31
9.1.3(ii)(i) Statement that information listed in Part 9.1.3 (iv) is available on request	31-32
9.1.3(ii)(k) Statement on implementation and compliance with national competition policy	33
9.8.2(i) A statement of Occupational Health and Safety Matters	14
9.8.2(ii) OHS performance measures	n/a
FINANCIAL STATEMENTS	
<i>Preparation</i>	
9.2.2(ii)(a) Statement of preparation on an accrual basis	38
9.2.2(ii)(b) Statement of compliance with Australian Accounting Standards and associated pronouncements	38
9.2.2(ii)(c) Statement of compliance with accounting policies issued by the Minister of Finance	38
<i>Statement of Financial Operations</i>	
9.2.2(i)(a) A statement of financial operations for the year	35
9.2.3(ii)(a) Operating revenue by class	35
9.2.3(ii)(b) Investment income by class	35
9.2.3(ii)(c) Other material revenue by class including sale of non-goods assets and contributions of assets	35
9.2.3(ii)(d) Material revenues arising from exchange of goods and services	35
9.2.3(ii)(e) Depreciation, amortisation or diminution in value	35
9.2.3(ii)(f) Bad and doubtful debts	35
9.2.3(ii)(g) Financing cost	35

9.2.3(ii)(h)	Net increment or decrement on the revaluation of each category of assets	35
9.2.3(ii)(i)	Auditor-General's fees	35
Statement of Financial position		
9.2.2(i)(b)	A statement of financial position for the year	36

Assets

9.2.3(iii)(a)(i)	Cash at bank or in hand	36
9.2.3(iii)(a)(ii)	Inventories by class	36
9.2.3(iii)(a)(iii)	Receivables, including trade debtors, loans and other debtors	36 & 39
9.2.3(iii)(a)(iv)	Other assets including prepayments	36 & 44
9.2.3(iii)(a)(v)	Investments by class	36
9.2.3(iii)(a)(vi)	Property, plant & equipment	36
9.2.3(iii)(a)(vii)	Intangible assets	36

Liabilities

9.2.3(iii)(b)(i)	Overdrafts	36
9.2.3(iii)(b)(ii)	Bank loans, bills payable, promissory notes, debentures and other loans	36
9.2.3(iii)(b)(iii)	Trade and other creditors	36
9.2.3(iii)(b)(iv)	Finance lease liabilities	36
9.2.3(iii)(b)(v)	Provisions, including employee entitlements	36

Equity

9.2.3(iii)(c)(i)	Authorised capital	36
9.2.3(iii)(c)(ii)	Issued capital	36
9.2.3(iii)(d)	Reserves	36
9.2.3(iii)(d)	Transfers to and from reserves	36

Statement of cash flows

9.2.2(i)(c)	A statement of cash flows for the year	37
-------------	--	----

Notes to the financial statements

9.2.2(i)(d)	Ex-gratia payments	n/a
9.2.2(i)(d)	Amounts written off	n/a
9.2.3(iv)(a)	Charges against assets	n/a
9.2.3(iv)(b)	Contingent liabilities	45
9.2.3(iv)(c)	Commitments for expenditure	45
9.2.3(iv)(d)	Government grants received or receivable	40
9.2.3(iv)(e)	Employees superannuation funds	40 & 48
9.2.3(iv)(f)	Assets received without adequate consideration	n/a
9.4.2	Transactions with responsible persons and their related parties	46
9.7.2	Motor vehicle lease commitments	n/a



**geelong
performing
artscentre**

50 Little Malop Street, PO Box 991, Geelong Victoria 3220
ph: 03 5225 1200 website: www.gpac.org.au

