

# ANNUAL REPORT

*for the year ended 31 December 2015*

A photograph of a single-story building with a red-brown facade and a corrugated metal roof. The word "PETERSGATE" is written in large, white, serif capital letters on the side of the building. To the left, there is a glass door with a small sign and a set of concrete steps with a metal handrail. The building is surrounded by trees and a clear blue sky.

PETERSGATE

*Affordable, professional counselling*

Prepared May 2016



## Chairperson's Report

### *Board*

We had nine meetings during 2015 plus a Strategic Planning Day in May from which we produced the '*Strategic Plan 2015-2025*'. At our September meeting we celebrated 20 years since the signing of our Trust Deed (19Sep95) with past Board members including three of the original five signatories (Dick Clayton, Brian Fay & John Syme).

There were no changes in the eight Trustees on the Board who are appointed by the six supporting parishes, the University of Canterbury and Riccarton Rotary.

### *Appreciation*

On behalf of the Board, I again thank our wonderful Counsellors, staff and Volunteer receptionists. The "family" atmosphere is amazing. A Counsellor recently explained why she worked here; '*For me it is the palpable goodwill that I have always felt at P/G – it has permeated every aspect of life there*'. Thank you for your kindness, compassion and understanding.

Director Geoff again successfully guided the organisation through its counselling work including some challenging changes in arrangements with Counsellors. Michael Herman completed a year as full time manager and secretary to the Board and Susan Kinley has continued part-time at her reduced hours as Administrator. Thank you all.

### *Funders, Parishes and Friends*

Thank you too to all our external funders (listed under '*Our Supporters*') for your



continued support of Petersgate. Your generous grants and donations are essential to enable Petersgate to fulfil its purpose '*to ensure that cost is not a barrier to accessibility of services*'.

In 2015 you provided a significant 21% of our income (\$95,274), without which our ability to function would be severely limited. We are proud to be associated with you and look forward to an ongoing positive relationship.

Our supporting parishes and *Friends* of Petersgate provided 12% of our income (\$54,585). As most of our Volunteers and *Friends* come from our supporting parishes, their contribution is far greater than just donations of money as the awareness and understanding of the purpose of Petersgate lies mostly within our parishes. Petersgate seeks humbly to follow the call embedded in Christianity and other religions to care for the least fortunate in our community.

In September 2015 we completed a paper '*Partnership in community service*' which describes the mutually

beneficial relationship we enjoy with our supporting parishes. Geoff spoke at services at Our Lady of Victories, St Ninian's, St Mark's, St Peter's and at The Methodist Parish of Christchurch West. Our annual appeal in September went well. We intended to have a 20-year celebration with the *Friends* in March but this has been postponed until March 2017.

### *Financial*

Financial viability is a challenge that the Trust faces continually. The accompanying Statement of Financial Performance records a large deficit in 2015 of \$45,214 and shows just how dependent Petersgate is on external funding, which is down, \$161,192 vs \$187,829 in 2014.

Administration expenses plus occupancy costs are down (\$133,561 vs \$143,507) but the direct cost of counselling services is up (\$41,335 vs \$21,211). Our 2016 budget has a surplus largely as a result of a contract with MSD (Ministry of Social Development).

### *Future*

Right now, our big challenge is to sort out staffing from July 2016 as our Director Geoff King has resigned. We are currently working out a less costly staff structure that'll be more focused on efficiencies & fundraising.

A report from Prof Bob Manthei (Sep 2015) reviewed our counselling operations over the recent five years and has provided us with some good guidance on cost-effectiveness.

*Neville Ross*

## Director's Report

Henry David Thoreau once said 'It is not enough to be busy. So are the ants. The question is: what are we busy about?'

Since 1996, Petersgate has been busy about providing an affordable, professional counselling service to the community.

Our 20th year of operation began with a much busier January than usual, and successive months have also showed significantly higher levels of client demand.

Having conducted 6,723 counselling sessions in 2015 (down from 7,151 the previous year), Petersgate's team of 25 counsellors including two student counsellors and a psychologist intern had provided 2,265 sessions to individuals, couples and some families and groups by the end of April 2016, with the percentage of appointments kept up to 85% from an overall average of 78% last year.

The fact that the ratio of appointments kept to appointments made continues to trend upwards is particularly pleasing, and is probably attributable in no small part to a new automated text-based notification system which was introduced as part of the computerised booking and billing system introduced in 2015.

Another trend in recent years at Petersgate has been the growing number of church and community workers coming to the agency to receive professional supervision, and this, coupled with a significant external body of work involving the Director in the delivery of pastoral and counselling services to Earthquake Support Service Co-ordinators, has had



a much-needed positive impact on the agency's financial bottom line.

Petersgate's 'bread and butter' continues to be the provision of counselling to people who could not otherwise afford it, with fees calculated on a sliding scale according to our clients' household income and subsidised by the Petersgate Trust.

As in previous years, roughly 40% of our clients claimed to be earning less than \$20,000 a year, and nearly half indicated an annual income of between \$20,000 and \$60,000.

With the average cost per session in 2015 of \$69.14 still substantially higher than the agency's average fee per session of \$43.13 (excl. GST), there is an ongoing need to make up the shortfall from a wide range of possible sources of funds.

Whilst sustainably funding the service the agency offers has rightly been a focal point for both management and governance over this last year of its operation, it is important to note that the real heart of Petersgate has always been people: the clients who

come seeking counselling and therapy for a wide range of life issues, and the volunteers, counsellors and staff who meet and make them welcome in a variety of ways.

In concluding this, my last report as Petersgate's Director, I wish to record my gratitude to all the people who have made my involvement in this agency so memorable: the Board members, counsellors and staff members, volunteers and friends with whom I've been privileged to work since I first came to Petersgate as a counselling student on placement in 2008.

I hope that Petersgate will continue to attract and recruit people with the personal qualities and skills to sustain and grow the agency's work in the community. With the support of friends old and new, I am confident that Petersgate can meet the growing demand for the service we provide to more than 1,500 clients each year.

Finally, I want to acknowledge the people who are our clients. Their willingness to share their life journeys with us is the very reason for our existence, and some words written by one of them (used with permission) seem a fitting way to close:

*'My Petersgate experience has been life changing; I would encourage anyone to look there when they need a guide for walking through the darkness and back into the light.'*

I wish Petersgate many more years of life-changing, light-bringing service to the community.

*Geoff King*

## Manager's Report

Organisational behaviour authority Margaret J. Wheatley observed that "without reflection, we go blindly on our way, creating more unintended consequences, and failing to achieve anything useful."

When Petersgate Centre opened its doors to the public in March 1996, it was with its founding Trustees clear instruction to achieve something very useful in the community; to support people troubled by life's challenges to move forward with greater equanimity, improved self-awareness, and an invigorated sense of hope and confidence.

Over the past 20 years Petersgate counsellors have supported over 23,000 people to do the hard work of attending to issues such as anxiety, depression, grief, loss, and relationship problems, among many others.

As our clients have attested to time and again, this work has been made easier—at times made possible—by the nurturing attentiveness and safe spaces our counsellors bring to their sessions as much as by the caring and compassionate atmosphere created by our volunteer office support staff.

2015 was a transition year for Petersgate, with our Administrator moving into full-time study and consequently on much reduced hours at the Centre; the introduction of a computerised booking and billing system, made possible by a generous donation from Riccarton Rotary; and changes to office systems necessitated by new reporting and legislative requirements.

We also learnt more about



what we need to do to remain sustainable in a rapidly changing society through a rigorous strategic planning process conducted over several months of focused activity by Board members and management, and initially facilitated by St Ninian's minister and former Board member Rev. Rob Ferguson.

Courtesy of a vast and generous investment of time, energy and analysis by Professor Bob Manthei that resulted in a highly detailed and instructive report, we discovered the operational nuances of what we've been doing over the past five years.

Entitled *An analysis, summary and review of counselling cases, 2010-2014*, Bob's report will inform many of the decisions we make in the years to come and is the third major research activity of this kind that he's completed for Petersgate Trust over the Centre's lifetime.

Together these activities have provided us the means to reflect accurately on the past and to better imagine a future in which the Centre positively confronts the changes in our

environment and continues to provide professional, affordable counselling to the Canterbury community.

And the timing couldn't have been better as Petersgate joins thousands of other not-for-profit (NFP) organisations seeking effective strategies to achieve sustainable funding in a rapidly changing world.

One of the significant changes facing NFPs, has been the shift from charitable giving to funding for results and positive change, an evidence-based approach that requires of organisations not only to report on the number of clients helped but also on the improvements clients have benefitted from because of this help. It is worth noting that this type of reporting requires implementing new systems for data collection and developing additional capabilities.

No one doubts that the work we do is important and in many cases, life changing; and no one questions that we're doing enough of it with the resources at our disposal.

Yet, while the figures provided in the Director's Report are evidence of our impact in the community, they don't tell the story of team members who without hesitation put in unrostered hours to cover for ill colleagues during the winter flu season, as well as in response to unexpected increased demand. Our gratitude for this level of dedication is immense.

Looking forward, the Trust is well positioned to carry on achieving its aims, thanks to the benevolence of all those who make up the Petersgate family.

*Michael Herman*

## Financial Analysis and Statistical Information

### Petersgate Trust Year Ended 31 December 2015

| Financial Analysis                  | Change       | 2015      | 2014      | 2013      | 2012      | 2011     | 2010     |
|-------------------------------------|--------------|-----------|-----------|-----------|-----------|----------|----------|
|                                     | Gain (-Loss) |           |           |           |           |          |          |
| Client Fees Received                | -9%          | 289,972   | 319,271   | 277,231   | 280,313   | 305,000  | 322,124  |
| Donations for Operating Activities  | -14%         | 156,212   | 181,448   | 169,028   | 163,637   | 182,071  | 106,276  |
| Investment Income                   | -22%         | 4,980     | 6,381     | 7,460     | 15,355    | 10,109   | 15,589   |
|                                     | -11%         | 451,164   | 507,100   | 453,719   | 459,305   | 497,180  | 443,989  |
| Counselling Fees                    | 3%           | 331,307   | 340,482   | 322,683   | 301,521   | 313,608  | 334,154  |
| Other Operating Costs               | 8%           | 133,561   | 144,989   | 129,353   | 151,476   | 129,841  | 131,970  |
|                                     | 4%           | 464,868   | 485,471   | 452,036   | 452,997   | 443,449  | 466,124  |
| Cash Surplus                        |              | (13,704)  | 21,629    | 1,683     | 6,308     | 53,731   | (22,135) |
| Depreciation                        | -2%          | 31,510    | 30,982    | 30,486    | 11,604    | 6,370    | 6,752    |
| Operating Surplus ( Deficit)        |              | (45,214)  | (9,353)   | (28,803)  | (5,296)   | 47,361   | (28,887) |
| Client Sessions                     |              | 6,723     | 7,151     | 7,105     | 6,739     | 6,786    | 7,983    |
| Average Fee (incl GST)              |              | \$ 49.60  | \$ 51.34  | \$ 44.87  | \$ 47.83  | \$ 51.69 | \$ 46.40 |
| Full Fee (incl GST)                 |              | \$ 110.00 | \$ 110.00 | \$ 100.00 | \$ 100.00 | \$ 92.50 | \$ 92.50 |
| Market Value of Services Provided   |              | 739,530   | 786,610   | 710,500   | 673,900   | 627,705  | 738,428  |
| Discount provided to Community      |              | 406,062   | 419,448   | 391,684   | 351,540   | 276,955  | 367,985  |
| General Reserve                     |              | 317,997   | 363,210   | 372,563   | 378,366   | 194,060  | 151,685  |
| Operating Costs (excl Depreciation) |              | 464,868   | 485,471   | 452,036   | 452,997   | 443,449  | 466,124  |
| Operating Costs (incl Depreciation) |              | 496,378   | 516,453   | 482,522   | 464,601   | 449,819  | 472,876  |
| Months in Reserve*                  |              | 7.69      | 8.44      | 9.27      | 9.77      | 5.18     | 3.85     |

\* The Petersgate Trust Board has a policy of maintaining at least six months cash in reserve.



Our 2016 team of counsellors includes (top L-R) David Conradson, Geoff King (Director), Christine Frost, Prue Manji, Gerde de Kleyne, Susan Panckhurst, Karey Meisner; (bottom L-R) Michele Poore, Fumiko Wakeham, Darryn Hickling, Wonita Woolhouse, Margie Phillips, Sue Molloy

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# Statement of Financial Performance

## Petersgate Trust Statement of Financial Performance For the Year Ended 31 December 2015

|  | Note | This Year<br>\$        | Last Year<br>\$       |
|--|------|------------------------|-----------------------|
| <b>Income</b>  |      |                        |                       |
| Client Fees  | 2    | 289,972                | 319,271               |
| <b>Less</b>  |      |                        |                       |
| Counsellors' Wages & Support Costs                     | 7    | 331,307                | 340,482               |
| <b>Direct Benefit (Cost) of Counselling Services</b>   |      | <u>(41,335)</u>        | <u>(21,211)</u>       |
| <b>Less</b>  |      |                        |                       |
| Administration Expenses                                | 8    | 101,634                | 109,986               |
| Occupancy Costs  | 9    | 31,927                 | 33,521                |
| <b>Operating Surplus (Deficit) before Depreciation</b> |      | <u>(174,896)</u>       | <u>(164,718)</u>      |
| <b>Plus Other Income</b>                               |      |                        |                       |
| Parish Contributions                                   | 3    | 42,200                 | 48,135                |
| Grants and Donations                                   | 4    | 95,274                 | 116,813               |
| Investment Income                                      | 5    | 4,980                  | 6,381                 |
| Sundry Income  | 6    | 6,353                  | 4,565                 |
| Friends of Petersgate                                  |      | 12,385                 | 11,935                |
| <b>Total Other Income</b>                              |      | <u>161,192</u>         | <u>187,829</u>        |
| <b>Net Surplus (Deficit) before Depreciation</b>       |      | <u>(13,704)</u>        | <u>23,111</u>         |
| <b>Less</b>  |      |                        |                       |
| Depreciation   |      | 31,510                 | 30,982                |
| <b>Net Operating Surplus (Deficit)</b>                 |      | <u>(45,214)</u>        | <u>(7,871)</u>        |
| <b>Non Operating Items</b>                             |      |                        |                       |
| Canterbury Mortgage Trust - written off                | 10   | -                      | (1,481)               |
| <b>Net Surplus (Deficit)</b>                           |      | <u><u>(45,214)</u></u> | <u><u>(9,352)</u></u> |

The accompanying notes form part of these financial statements.  
The above statement must be read subject to the Auditor's Report.

# Statement of Financial Position

## Petersgate Trust Statement of Financial Position as at 31 December 2015

|                                  | Note    | This Year<br>\$ | Last Year<br>\$ |
|----------------------------------|---------|-----------------|-----------------|
| <b>Current Assets</b>            |         |                 |                 |
| Cash on Hand                     |         | 100             | 100             |
| Westpac Cheque                   |         | 67,569          | 23,592          |
| Westpac Online Saver             |         | 15,197          | 44,814          |
| Accrued Interest                 |         | 1,531           | 1,386           |
| <b>Total Current Assets</b>      |         | <b>84,397</b>   | <b>69,892</b>   |
| <b>Non Current Assets</b>        |         |                 |                 |
| Fixed Assets as per Schedule     | 329,986 |                 | 361,496         |
| Westpac Term Deposits            | 103,822 |                 | 100,000         |
| <b>Total Non Current Assets</b>  |         | <b>433,808</b>  | <b>461,496</b>  |
| <b>Total Assets</b>              |         | <b>518,205</b>  | <b>531,388</b>  |
| <b>Current Liabilities</b>       |         |                 |                 |
| Accounts Payable                 | 29,391  |                 | 29,156          |
| Westpac Scholarship Fund         | -       |                 | 1,000           |
| Unexpended Grant - MSD           | 54,225  |                 | -               |
| Goods and Services Tax           | 19,032  |                 | 10,838          |
| <b>Total Current Liabilities</b> |         | <b>102,648</b>  | <b>40,994</b>   |
| <b>Non Current Liabilities</b>   |         |                 |                 |
| Loans - Rata Foundation          | 11      | 97,560          | 127,183         |
| <b>Total Liabilities</b>         |         | <b>200,208</b>  | <b>168,177</b>  |
| <b>Net Assets</b>                |         | <b>317,997</b>  | <b>363,211</b>  |
| <b>Trustees Funds</b>            |         |                 |                 |
| General Funds                    |         | 294,997         | 340,211         |
| Asset Replacement Reserve        |         | 6,000           | 6,000           |
| Petersgate Bequest Fund          |         | 17,000          | 17,000          |
| <b>Trustees Funds</b>            |         | <b>317,997</b>  | <b>363,211</b>  |

  
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Date

The accompanying notes form part of these financial statements.  
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## Statement of Movements in Equity

### Petersgate Trust Statement of Movements in Equity For the Year Ended 31 December 2015

|                                      | This Year<br>\$  | Last Year<br>\$  |
|--------------------------------------|------------------|------------------|
| <b>General Funds</b>                 |                  |                  |
| Balance at the Beginning of the Year | 340,211          | 349,563          |
| Plus<br>Net Surplus (Deficit)        | (45,214)         | (9,352)          |
| Balance at the End of the Year       | <u>294,997</u>   | <u>340,211</u>   |
| <b>Asset Replacement Reserve</b>     |                  |                  |
| Balance at the Beginning of the Year | 6,000            | 6,000            |
| Balance at the End of the Year       | <u>6,000</u>     | <u>6,000</u>     |
| <b>Petersgate Bequest Fund</b>       |                  |                  |
| Balance at Beginning of the Year     | 17,000           | 17,000           |
| Balance at End of Year               | <u>17,000</u>    | <u>17,000</u>    |
| <b>Total Equity</b>                  | <u>\$317,997</u> | <u>\$363,211</u> |

The accompanying notes form part of these financial statements.  
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# Schedule of Fixed Assets and Depreciation

## Petersgate Trust Schedule of Fixed Assets and Depreciation For the Year Ended 31 December 2015

| Asset                              | Cost Price     | Book Value 01/01/2015 | Additions Disposals | Gain/Loss on Disposal | Capital Profit | Depreciation Mth Rate | Accum Deprec 31/12/2015 | Book Value 31/12/2015 |
|------------------------------------|----------------|-----------------------|---------------------|-----------------------|----------------|-----------------------|-------------------------|-----------------------|
| <b>Building Improvements</b>       |                |                       |                     |                       |                |                       |                         |                       |
| Counselling Centre 29 Yaldhurst Rd | 53,673         | 1,775                 |                     |                       |                | 16Yr SL               | 0                       | 1,775                 |
| Building Extension 2008            | 1,321          | 1,321                 |                     |                       |                | 12 0.0% CP            | 0                       | 1,321                 |
| Building Extension 2012            | 374,400        | 321,750               |                     |                       |                | 12 16Yr SL            | 23,400                  | 298,350               |
| Carpark 29 Yaldhurst Rd            | 3,930          | 522                   |                     |                       |                | 12 10Yr SL            | 393                     | 129                   |
| Landscaping 2012                   | 4,251          | 3,292                 |                     |                       |                | 12 10Yr SL            | 426                     | 2,866                 |
| Driveway                           | 9,426          | 1,421                 |                     |                       |                | 12 10Yr SL            | 943                     | 478                   |
| Carpark Lighting                   | 622            | 202                   |                     |                       |                | 12 10Yr SL            | 63                      | 139                   |
| <b>Total Buildings</b>             | <b>447,623</b> | <b>330,283</b>        |                     |                       |                |                       | <b>25,225</b>           | <b>305,058</b>        |
| <b>Library Books</b>               |                |                       |                     |                       |                |                       |                         |                       |
| Sundry Books                       | 151            | 16                    |                     |                       |                | 12 10Yr SL            | 16                      | 0                     |
| Additions 2009                     | 342            | 155                   |                     |                       |                | 12 10Yr SL            | 35                      | 120                   |
| Additions 2011                     | 99             | 63                    |                     |                       |                | 12 10Yr SL            | 10                      | 53                    |
| Additions 2012                     | 289            | 221                   |                     |                       |                | 12 10Yr SL            | 29                      | 192                   |
| <b>Total Library Books</b>         | <b>881</b>     | <b>455</b>            |                     |                       |                |                       | <b>90</b>               | <b>365</b>            |
| <b>Plant and Equipment</b>         |                |                       |                     |                       |                |                       |                         |                       |
| EFTPOS Machine                     | 894            |                       |                     |                       |                | 5Yr SL                | 0                       | 894                   |
| Cash Register                      | 795            |                       |                     |                       |                | 5Yr SL                | 0                       | 795                   |
| Computer Upgrade                   | 1,333          |                       |                     |                       |                | 5Yr SL                | 0                       | 1,333                 |
| Computer Cabling                   | 649            | 486                   |                     |                       |                | 12 10Yr SL            | 65                      | 421                   |
| Desktop Computers (4)              | 2,000          | 1,766                 |                     |                       |                | 12 5Yr SL             | 400                     | 1,366                 |
| Dishwasher                         | 644            |                       |                     |                       |                | 5Yr SL                | 0                       | 644                   |
| Microwave                          | 196            |                       |                     |                       |                | 5Yr SL                | 0                       | 196                   |
| Refrigerator                       | 839            | 447                   |                     |                       |                | 12 5Yr SL             | 168                     | 279                   |
| Hot Water Unit                     | 412            | 117                   |                     |                       |                | 12 10Yr SL            | 42                      | 75                    |
| Heatpump - Mitsubishi MSA          | 1,600          |                       |                     |                       |                | 5Yr SL                | 0                       | 1,600                 |
| Heatpump - Mitsubishi MZ7          | 2,633          |                       |                     |                       |                | 5Yr SL                | 0                       | 2,633                 |
| Heatpump - Daikin FTXS25LVMA       | 1,791          | 1,582                 |                     |                       |                | 12 5Yr SL             | 359                     | 1,223                 |
| Heatpump - Daikin FTXS25LVMA       | 1,791          | 1,582                 |                     |                       |                | 12 5Yr SL             | 359                     | 1,223                 |
| Heatpump - Daikin FTXS25LVMA       | 1,791          | 1,582                 |                     |                       |                | 12 5Yr SL             | 359                     | 1,223                 |
| Heater                             | 36             | 1                     |                     |                       |                | 8Yr SL                | 0                       | 35                    |
| Washing Machine                    | 783            | 351                   |                     |                       |                | 12 5Yr SL             | 157                     | 194                   |
| Photocopier                        | 2,795          |                       |                     |                       |                | 5Yr SL                | 0                       | 2,795                 |
| Photocopier - Duplex Unit          | 267            |                       |                     |                       |                | 5Yr SL                | 0                       | 267                   |
| Paper Shredder                     | 241            | 44                    |                     |                       |                | 5Yr SL                | 0                       | 44                    |
| Sundry Plant                       | 7,460          | 129                   |                     |                       |                | 5Yr SL                | 0                       | 7,331                 |
| DVD Player                         | 88             |                       |                     |                       |                | 5Yr SL                | 0                       | 88                    |
| CD Player                          | 239            | 159                   |                     |                       |                | 5Yr SL                | 0                       | 159                   |
| Sound System                       | 152            | 67                    |                     |                       |                | 12 5Yr SL             | 31                      | 36                    |
| Television                         | 2,143          | 963                   |                     |                       |                | 12 5Yr SL             | 429                     | 534                   |
| Data Projector                     | 1,549          | 308                   |                     |                       |                | 5Yr SL                | 0                       | 308                   |
| Telephone System                   | 2,522          | 1,133                 |                     |                       |                | 12 5Yr SL             | 505                     | 628                   |
| Whiteboards (2)                    | 450            | 58                    |                     |                       |                | 12 10Yr SL            | 45                      | 13                    |
| Whiteboard                         | 231            | 89                    |                     |                       |                | 12 10Yr SL            | 24                      | 65                    |
| Filing Cabinet - Precision 3 Draw  | 300            | 39                    |                     |                       |                | 12 10Yr SL            | 30                      | 9                     |
| Filing Cabinet - Precision 4 Draw  | 368            | 48                    |                     |                       |                | 12 10Yr SL            | 37                      | 11                    |
| Shelving                           | 769            | 589                   |                     |                       |                | 12 10Yr SL            | 77                      | 512                   |
| Bookcase                           | 746            | 283                   |                     |                       |                | 12 10Yr SL            | 75                      | 208                   |
| Computer Desk                      | 50             | 17                    |                     |                       |                | 12 10Yr SL            | 5                       | 12                    |
| Table - Glass Top (staff room)     | 107            | 76                    |                     |                       |                | 12 10Yr SL            | 11                      | 65                    |
| Furniture                          | 267            | 109                   |                     |                       |                | 12 10.0% CP           | 27                      | 82                    |
| Carpet                             | 11,757         | 9,209                 |                     |                       |                | 12 10Yr SL            | 1,176                   | 8,033                 |
| Blinds & Curtains                  | 2,783          | 1,993                 |                     |                       |                | 12 10Yr SL            | 279                     | 1,714                 |
| Venetian Blinds (Room 3,4 & 5)     | 1,051          | 1,007                 |                     |                       |                | 12 10Yr SL            | 106                     | 901                   |
| Signage (interior)                 | 145            | 74                    |                     |                       |                | 12 5Yr SL             | 29                      | 45                    |
| Chairs                             | 2,333          | 1,767                 |                     |                       |                | 12 10Yr SL            | 234                     | 1,533                 |
| Office Chairs                      | 151            |                       |                     |                       |                | 5Yr SL                | 0                       | 151                   |
| Office Equipment Additions         | 347            | 154                   |                     |                       |                | 5Yr SL                | 0                       | 154                   |
| Squabs (waiting room)              | 1,260          | 903                   |                     |                       |                | 12 10Yr SL            | 126                     | 777                   |
| Bike Stand                         | 31             |                       |                     |                       |                | 5Yr SL                | 0                       | 31                    |
| TV Aerial                          | 220            | 48                    |                     |                       |                | 12 10.0% CP           | 22                      | 26                    |
| Security System                    | 2,948          | 96                    |                     |                       |                | 5Yr SL                | 0                       | 96                    |
| VIP Security System                | 3,354          | 1,732                 |                     |                       |                | 12 5Yr SL             | 671                     | 1,061                 |
| Shelves ( Filing Room)             | 407            | 335                   |                     |                       |                | 12 10Yr SL            | 41                      | 294                   |
| Blinds (3 rooms)                   | 712            | 598                   |                     |                       |                | 12 10Yr SL            | 72                      | 526                   |
| Carpark Lighting                   | 1,168          | 817                   |                     |                       |                | 12 5Yr SL             | 234                     | 583                   |
| <b>Total Plant and Equipment</b>   | <b>67,598</b>  | <b>30,758</b>         |                     |                       |                |                       | <b>6,195</b>            | <b>24,563</b>         |
| <b>Total Fixed Assets</b>          | <b>516,102</b> | <b>361,496</b>        |                     |                       |                |                       | <b>31,510</b>           | <b>329,986</b>        |

The accompanying notes form part of these financial statements.  
The above statement must be read subject to the Auditor's Report.

# Notes to the Financial Statements

## Petersgate Trust Notes to the Financial Statements For the Year Ended 31 December 2015

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### 1 Statement of Accounting Policies

#### Reporting Entity

Petersgate Trust is a Charitable Trust constituted under the Charitable Trusts Act 1957.

#### Basis of Compiling Financial Statements

The financial statements have been prepared in accordance with generally accepted accounting practices and applicable financial reporting standards.

#### Differential Reporting

The Trust qualifies for Differential Reporting exemption as it is not publicly accountable and is not large in terms of the Framework for Differential Reporting. Advantage has been taken of all available exemptions.

#### Nature of Operations

The principal activity is the provision of counselling services in a Christian environment for the people of Christchurch at rates they can afford.

#### Measurement Base

The measurement base adopted is historical cost. Reliance is placed on the fact that the entity is a going concern.

#### Accounts Receivable

Accounts Receivable are stated at expected realisable value.

#### Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

#### Investments

Investments are stated at cost.

#### Depreciation

Depreciation is calculated on non current tangible assets on a straight line basis whereby the cost is written off evenly over the estimated economic lives of the assets. The following economic lives have been established for the principal categories of fixed assets:-

|                        |          |
|------------------------|----------|
| Building Improvements  | 16 years |
| Carparks & Driveways   | 10 years |
| Furniture and Fittings | 10 years |
| Library Books          | 10 years |
| Electronic Equipment   | 5 years  |

#### Taxation

The Trust is registered as a Charitable entity under the Charities Act 2005. No income tax is therefore payable.

#### Goods and Services Tax

The financial statements have been prepared using GST exclusive figures.

#### Asset Replacement Reserve

A reserve for the partial replacement of fixed assets is funded with a transfer from equity.

#### Changes in Accounting Policies

There have been no changes in Accounting Policies. All policies have been applied on bases consistent with those used in the previous year.

## Notes to the Financial Statements cont.

### Petersgate Trust Notes to the Financial Statements For the Year Ended 31 December 2015

|  | This Year<br>\$ | Last Year<br>\$ |
|--|-----------------|-----------------|
| <b>2 Client Fees</b>                                   |                 |                 |
| Client Fees  | 271,921         | 303,138         |
| Earthquake Counselling Fees                            | 11,970          | 12,330          |
| Supervision  | 6,081           | 3,368           |
| Counsellors' Training Income                           | -               | 435             |
|  | <u>289,972</u>  | <u>319,271</u>  |
| <b>3 Parish Contributions</b>                          |                 |                 |
| St Peters & St Lukes                                   | 15,000          | 15,000          |
| St Barnabas  | 4,000           | 4,000           |
| St Ninians   | 1,450           | 1,955           |
| St Marks   | 9,250           | 10,050          |
| Our Lady of Victories - Catholic Diocesan Welfare Fund | 6,000           | 11,000          |
| Christchurch West Methodist Parish                     | 6,500           | 6,130           |
|  | <u>42,200</u>   | <u>48,135</u>   |
| <b>4 Grants &amp; Donations</b>                        |                 |                 |
| General Donations                                      | 3,325           | 3,725           |
| Bequests   | -               | 10,000          |
| Building Development Fundraising                       | -               | 60              |
| Canterbury Community Trust                             | 30,000          | 30,000          |
| Christchurch City Council                              | 15,000          | 14,000          |
| Community Organisation Grants Scheme                   | 6,000           | 7,000           |
| Lottery Welfare  | 30,000          | 40,000          |
| Hornby Rotary  | -               | 200             |
| MSD Grant  | 2,874           | -               |
| David Ellison Trust                                    | 5,000           | 5,000           |
| Riccarton Rotary                                       | 2,075           | 5,374           |
| Westpac Scholarship Fund Applied                       | 1,000           | 1,000           |
| Fundraising Donations                                  | -               | 454             |
|  | <u>95,274</u>   | <u>116,813</u>  |
| <b>5 Investment Income</b>                             |                 |                 |
| Interest - Westpac                                     | 4,980           | 6,381           |
|  | <u>4,980</u>    | <u>6,381</u>    |
| <b>6 Sundry Income</b>                                 |                 |                 |
| Room Hire  | 6,353           | 4,565           |
|  | <u>6,353</u>    | <u>4,565</u>    |

## Notes to the Financial Statements cont.

### Petersgate Trust Notes to the Financial Statements For the Year Ended 31 December 2015

|   | This Year<br>\$ | Last Year<br>\$ |
|---|-----------------|-----------------|
| <b>7 Counsellors' Wages &amp; Support</b> |                 |                 |
| Contract Counsellors & Director           | 315,580         | 320,012         |
| Supervision                               | 4,329           | 4,374           |
| Training                                  | 90              | 2,063           |
| Lunches Training                          | 2,033           | 1,752           |
| Senior Counsellor's Duties                | 1,500           | 2,091           |
| EQ Assessment Forms                       | 40              | 10              |
| Mileage Counsellors                       | 123             | 5,399           |
| Subscriptions & Conferences               | 685             | 253             |
| Accident Compensation                     | 684             | 734             |
| Liability Insurance                       | 1,493           | 1,490           |
| Hospitality Expenses                      | 4,750           | 2,304           |
|   | <u>331,307</u>  | <u>340,482</u>  |
| <b>8 Administration Expenses</b>          |                 |                 |
| Administration Salaries                   | 77,590          | 85,767          |
| Accountancy & Xero Fees                   | 2,606           | 1,251           |
| Advertising                               | 3,980           | 4,724           |
| Bank Charges                              | 2,274           | 2,304           |
| Computer & IT Support                     | 468             | 807             |
| General Expenses                          | 32              | 1,517           |
| Legal Fees                                | -               | 400             |
| MSD Grant Costs                           | 537             | -               |
| Photocopier Costs                         | 3,412           | 1,847           |
| Postage                                   | 14              | 29              |
| Stationery                                | 3,437           | 2,806           |
| Staff Training                            | 693             | 870             |
| Telephone                                 | 6,140           | 6,591           |
| Volunteer Expenses                        | 328             | 1,021           |
| Website Maintenance                       | 123             | 52              |
|   | <u>101,634</u>  | <u>109,986</u>  |
| <b>9 Occupancy Costs</b>                  |                 |                 |
| Cleaning                                  | 6,861           | 6,971           |
| Electricity                               | 4,460           | 4,725           |
| Ground Maintenance                        | -               | 150             |
| Interest                                  | 3,526           | 4,285           |
| Rent                                      | 12,943          | 14,560          |
| Repairs & Maintenance                     | 2,389           | 2,263           |
| Security                                  | 1,748           | 567             |
|   | <u>31,927</u>   | <u>33,521</u>   |

## Notes to the Financial Statements cont.

### Petersgate Trust Notes to the Financial Statements For the Year Ended 31 December 2015

---

|  | This Year | Last Year |
|--|-----------|-----------|
|  | \$        | \$        |

#### 10 Canterbury Mortgage Trust

The Canterbury Mortgage Trust (CMT) investment has been frozen since July 2008. The fund is being wound up. The balance remaining in the investment was \$1,481 (2014 \$1,481). The Trustees resolved to write this balance off at 31 December 2014 as they considered it unlikely that the funds would be received.

#### 11 Loans - Rata Foundation

Two table mortgages at 3% relate to the building additions at 29 Yaldhurst Road which were undertaken in the 2012 year.

|                        | This Year | Last Year |
|------------------------|-----------|-----------|
| <b>Loan # 1</b>        |           |           |
| Loan Advance           | \$100,000 | \$100,000 |
| Less Repayments        | \$ 69,771 | \$ 49,680 |
| Balance at 31 December | \$ 30,229 | \$ 50,320 |
| <b>Loan # 2</b>        |           |           |
| Loan Advance           | \$100,000 | \$100,000 |
| Less Repayments        | \$ 32,669 | \$ 23,137 |
| Balance 31 December    | \$ 67,331 | \$ 76,863 |

#### Security:

Both loans are supported by a guarantee from the Parish of Upper Riccarton - Yaldhurst, the owners of the properties leased by the Trust.

#### Repayment Terms

Loan Repayments - Loan #1 - 5 years from 8 May 2012, instalments \$1,796.87 per month  
Loan Repayments - Loan #2- 10 years from 8 May 2012, instalments \$ 965.61 per month

#### 12 Contingent Liabilities

The Trustees are not aware of any contingent liabilities at balance date. (2014 \$Nil)

#### 13 Capital Commitments

At balance date the Trust had no capital commitments (2014 \$Nil).

# The Audit Report

**PETERSGATE TRUST  
AUDIT REPORT ON FINANCIAL STATEMENTS  
FOR TWELVE MONTHS TO 31 DECEMBER 2015**

**To: The Trustees, Petersgate Trust.**

I have audited the financial statements on pages 1 to 9 attached. The financial statements provide information about the past financial performance of The Petersgate Trust and its financial position as at 31 December 2015. This information is stated in accordance with the accounting policies set out on pages 6 to 9 attached.

#### **TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for the preparation and presentation of the financial statements which fairly reflect the financial position of The Petersgate Trust as at 31 December 2015 and its financial performance for the year ended 31 December 2015.

#### **AUDITOR'S RESPONSIBILITIES**

It is my responsibility to express an independent opinion on the financial statements presented by the Trustees and report my opinion to you.

#### **BASIS OF OPINION**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing

- The significant estimates and judgements made by the Trustees in the preparation of the financial statements, and
- Whether the accounting policies are appropriate to the Petersgate Trust's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statements. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as auditor, I have no relationship with or interests in the Trust.

#### **OPINION**

In my opinion, the financial statements fairly reflect the results of operations for the twelve months ended 31 December 2015. In my opinion, the financial statements attached fairly reflect the financial position of The Petersgate Trust as at 31 December 2015. My audit report was completed on 7 April 2016 and my opinion is expressed as at that date.



I J Bell  
Auditor  
Christchurch

# The Petersgate Team

## Counsellors

All our counsellors have full membership of NZAC (the New Zealand Association of Counsellors), NZCCA (the New Zealand Christian Counsellors' Association), NZAP (the New Zealand Association of Psychotherapists) or equivalent professional body, or are working towards full membership through courses of study and placements with appropriate service providers. They have all gone through a rigorous selection process that demands a high level of competency before they join the team. All counsellors receive professional supervision and participate in our fortnightly in-house development programme. Our counsellors come from a wide variety of backgrounds and bring an enormous wealth of life experience to the work that we do.

|                             |   |
|-----------------------------|---|
| <b>Geoff King</b>           | Director, BA (Hons), BD, MEd Counselling (Distinction), PhD, MNZAC  |
| <b>Margie Phillips</b>      | Senior Counsellor, SRN, Cert. Counselling, MNZAC  |
| <b>Mary Whalan</b>          | Senior Counsellor, MEd Counselling (Distinction), BA (English), PG Cert Couns. (Counselling Supervision), MNZAC |
| <b>Priscilla Brown</b>      | Senior Counsellor, Dip. Counselling, MNZAC  |
| <b>Annekatrien Verbraak</b> | BA (Social Work), MSc (Psychology), MNZAC   |
| <b>Barbara Hayman</b>       | Dip. Counselling, MNZAC   |
| <b>Carmen Hazlett</b>       | Dip. Counselling, MNZAC   |
| <b>Christine Frost</b>      | Dip. Counselling, MNZCCA  |
| <b>Christine Hunt</b>       | Dip. Counselling, Cert Adult Teaching, MNZAC  |
| <b>Darryn Hickling</b>      | Dip. Counselling (AIPC), LTh  |
| <b>David Conradson</b>      | MSc (Distinction), PhD, Dip. Psych, Cert HE Counselling   |
| <b>Di Ellis</b>             | European Dip. Counselling, MNZAC  |
| <b>Fionna McCarthy</b>      | B. Counselling, Imago Relationship Therapist, Practitioner of Transactional Analysis, MNZAC                     |
| <b>Fumiko Wakeham</b>       | Dip. Counselling, MNZAC   |
| <b>Gerda de Kleyne</b>      | Dip. Counselling, MNZAC   |
| <b>Jeff Hofland</b>         | Cert. Counselling   |
| <b>Karey Meisner</b>        | MEd Counselling (Distinction), BA (Psych & Criminology), MNZAC, MCPA (Cdn)                                      |
| <b>Martin Dorahy</b>        | D.Clin Psych, PhD   |
| <b>Michele Poore</b>        | BCom, PG Dip, Dip. Counselling  |
| <b>Murray Cameron</b>       | MSc (Distinction), PhD, DipMH, MEd Counselling (Honours), Provisional MNZAC                                     |
| <b>Prue Manji</b>           | Dip. Counselling, Grad Dip. Sci, Psychology (Distinction), BA (Japanese), Provisional MNZAC                     |
| <b>Sue Molloy</b>           | MEd Counselling, Dip. Teaching, Cert. TESOL, MNZAC  |
| <b>Wonita Woolhouse</b>     | BaHSc (Occ. Therapy), NZROT   |

## Board of Trustees

Neville Ross (Chairperson)  
Lynn Shearing (Hon. Treasurer)  
Dick Clayton  
Judi Miller  
Margaret Brosnan  
Kip Powell  
Andrea Caldwell  
Corin Murfitt

## Honorary Associate Counsellors

Enid Hardie  
Prof. Bob Manthei  
Prof. Judi Miller  
George Sweet  
Te Ruru

## Management & Administration

Geoff King, Director  
Michael Herman, Manager  
Susan Kinley, Administrator

## Volunteers

Our team of volunteers are the first point of contact for our clients when they arrive at Petersgate or call us on the telephone. We are indeed very fortunate to have such a dedicated and able group of people whose voluntary services are worth tens of thousands of dollars every year. Our volunteers during 2015 were:

|                 |                  |                  |                  |
|-----------------|------------------|------------------|------------------|
| Ambily Joseph   | Colin Garthwaite | Jean Prest       | Paula Stevens    |
| Ann Schrader    | David Howarth    | Linda Cowan      | Rosemary Edward  |
| Anne Bray       | Elizabeth Cant   | Mara Abrams      | Sadiq Ali        |
| Anne Wright     | Fay Mangos       | Marie Coleman    | Sharyn Parker    |
| Candice Barclay | Helen Bishop     | Marilyn Dempster | Theresa McLennan |
| Clare Reilly    | Helen McDermott  | Nic McNeil       | Winston Baker    |

## The Petersgate Team cont.



*We're fortunate to have a team of dedicated volunteers, like Colin Garthwaite and Anne Wright, who provide a professional and caring Reception service 60-hours a week.*

## Our Supporters

We are fortunate to have the support of the following organisations and grant funding bodies. We'd like to thank them for their support. Over the years they have included:

Rātā Foundation  
NZ Lottery Grants Board  
Community Organisation Grants Scheme  
Christchurch City Council  
*Friends* of Petersgate  
Rotary Club of Riccarton  
Rotary Club of Belfast Kaiapoi  
Riccartern Waimairi Lions  
St Peter's Anglican Parish

St Mark's Presbyterian Parish  
Christchurch West Methodist Parish  
Our Lady of Victories Catholic Parish  
St Barnabas Anglican Parish  
St Ninian's Presbyterian Parish  
Christchurch Catholic Diocesan Earthquake Recovery Fund  
The David Ellison Charitable Trust  
Hornby Anglican Parish  
Westpac Bank Scholarship Fund

## About Petersgate

The Petersgate Trust governs the Petersgate Counselling & Education Centre in Christchurch.

The main goal of Petersgate is to provide affordable, non-psychiatric, generic counselling and group work services to the Christchurch and Canterbury communities.

Although supported by mainline Christian churches, Petersgate maintains a professional secular stance and counsellors come from an ecumenical background.

Founded in 1996, Petersgate has grown from an idea into a highly successful and respected counselling service that respects the needs of everyone who uses its services, regardless of their creed, culture or socio-economic background.

## The Petersgate Trust

*Affordable, professional counselling*

### DIRECTORY

AS AT 31 DECEMBER 2015

**Nature of Business:** Charitable Trust  
Registered No. CC21784

**Address:** 29 Yaldhurst Road  
P O Box 6088  
Christchurch 8442

**Contact:** Phone (03) 343-3391  
Fax (03) 343-2934  
Email: [director@petersgate.org.nz](mailto:director@petersgate.org.nz)  
Website: [www.petersgate.org.nz](http://www.petersgate.org.nz)

**Accountants:** Ainger Tomlin  
Level 1 Ainger Tomlin House  
136 Ilam Road, Ilam

**Treasurer:** Lynn Shearing

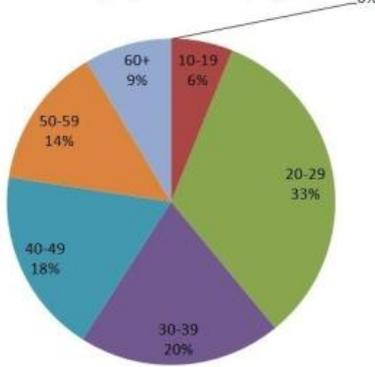
**Auditor:** Ian Bell

**Bankers:** Westpac, Upper Riccarton

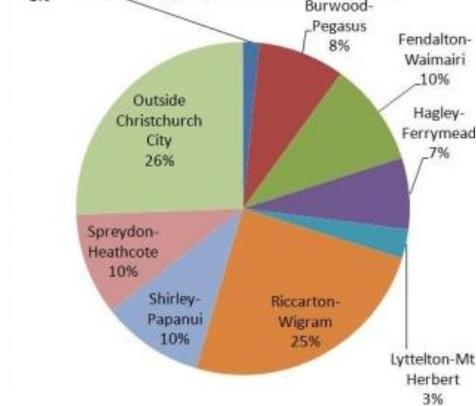
**GST:** 65-099-772

# Who were our Clients in 2015?

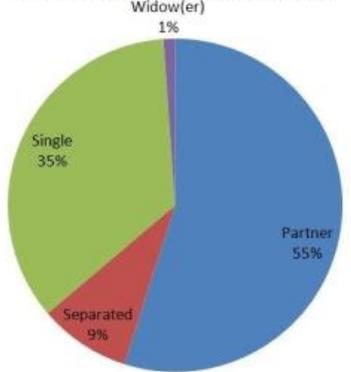
**Age statistics**  
between 1/01/2015 and 31/12/2015



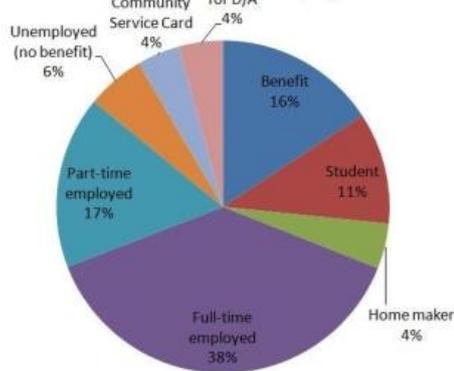
**Area (2014 on) statistics**  
between 1/01/2015 and 31/12/2015



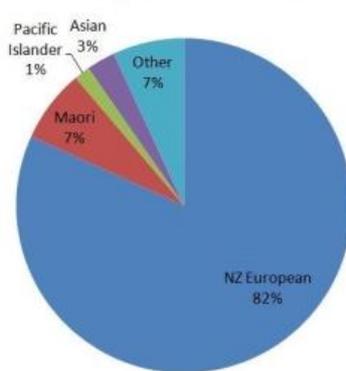
**Association statistics**  
between 1/01/2015 and 31/12/2015



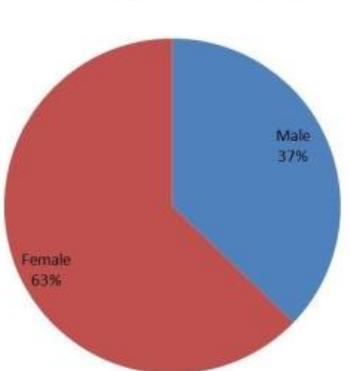
**Employment statistics**  
between 1/01/2015 and 31/12/2015



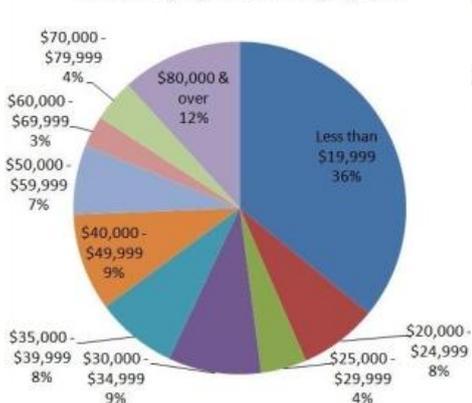
**Ethnicity statistics**  
between 1/01/2015 and 31/12/2015



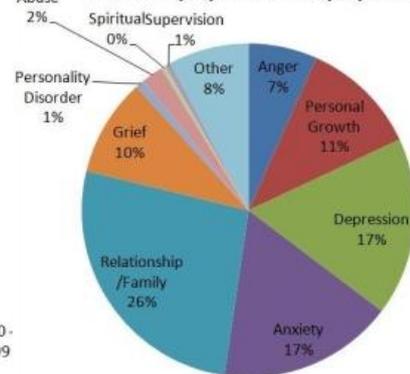
**Gender statistics**  
between 1/01/2015 and 31/12/2015



**Income (2014 on) statistics**  
between 1/01/2015 and 31/12/2015



**Issues statistics**  
between 1/01/2015 and 31/12/2015



**Referred By statistics**  
between 1/01/2015 and 31/12/2015

