



PETERSGATE

Counselling Centre



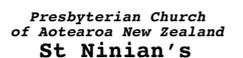
Charities commission number CC 21784

ANNUAL REPORT

YEAR ENDING DECEMBER 2018

www.petersgate.org.nz

PRINCIPAL SUPPORTERS



*With your support
Petersgate Trust
can make a difference*

VOLUNTEER WITH US

Help us make a difference by working in an office or reception role:

Phone (03) 343-3391 | Email coordinator@petersgate.org.nz

MAKE A DONATION

With your help, professional counselling can be affordable:

www.petersgate.org.nz | Phone (03) 343-3391

Give a Gift of Kindness at www.givealittle.co.nz/org/affordablecounselling

INCLUDE US IN YOUR WILL

Help people with life challenges long after you've gone.

Ask for a Wills & Bequests brochure:

Phone (03) 343-3391 | Email info@petersgate.org.nz

Petersgate Trust, Wills & Bequests, PO Box 6088, Upper Riccarton 8442

“I would recommend Petersgate to friends as the counsellors here understand your needs and listen.”

“The staff are very friendly and overall it is a very welcoming environment.”

“Very nice staff and very helpful.”

“I would recommend for my family.”

Published by Petersgate Trust

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PO Box 6088, Upper Riccarton, Christchurch 8442

<http://www.petersgate.org.nz>

(03) 343-3391

info@petersgate.org.nz

Petersgate is a registered charity under the Charities Act 2005, registered number CC21784.

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Chairperson's Report

Once again it is with much pleasure and privilege that I provide my report as Chairperson of Petersgate Counselling Centre Board of Trustees.

In my last Report I outlined the history of Petersgate; little did we know at its inception that Petersgate would become the important and sought after counselling centre it is today, just over two decades later. Petersgate still offers affordable counselling where those who can pay more do so. You can be assured that in those rare situations where a client cannot afford anything we can work with them and are often able to find another avenue for funding. Compassion is very much the theme at Petersgate and the fact that it was established with Christian values gives us the principles that guide our Board and management team.

This Report will not deliver the year's statistics; these are covered in the Managers' reports. I cannot emphasise how fortunate we are to have Jenni Jackson and Mike Bancroft in these respective roles. Their enthusiasm and dedication is exemplary, and their workload is at times more than we would like to expect. However, this does in a good way reflect the client numbers and the success of Petersgate.

Liaison with agencies and government bodies is all-important with regulations and demands that continually change in the mental health industry. This in itself is time consuming for our management team.

Michael Herman still assists us on a contract basis to source funding. This is an

important role in a competitive funding environment that calls on expert knowledge. There are so many demands on fund providers today that our success in receiving funding really relates to Petersgate's valued success with its clients from within the very wide community.

The *Friends* of Petersgate are still very important as a source of income but sadly many of the committed members have passed away and the number is not what I would like. I encourage you to be a Friend and a regular contributor to Petersgate. It is important that the stakeholders in Petersgate, that is, the churches represented on the Board, and others, make it known to their attendees that the *Friends* of Petersgate exists and that they be encouraged to join and support their counselling centre.

The success of Petersgate also importantly depends on the contract workers, counsellors, student counsellors and volunteers - the latter who so freely give of their time. I believe there is a 'good feeling' amongst the staff and I can assure them that they are appreciated!

The current suicide rate in our community causes me much grief. When I was very much younger I didn't know what suicide was. It concerns me the amount of bullying that still goes on in schools, plus cyber bullying, which I believe leads to some of these attempts by our young ones.

This plus the tragic events of March 15th have placed increased stress on management and all staff. The massacre has in-



Board of Trustees: (Front L to R) Neville Ross (Secretary) , Corin Murfitt (Chairperson), Dianne Jones; (Back L to R) Mikaere Greenslade, Andrea Caldwell, Bob Parks, Lynn Shearing (Treasurer)

creased their workload in many ways and this is something the Board has been mindful of, providing supportive assistance as required. To those on our team who were affected by these events, I again offer my sympathy. Jenni Jackson is to be thanked for arranging a time on the Sunday afternoon when management and staff could spend time together to offer support. This was a fine example of the compassionate concern and care at the very heart of Petersgate.

The Board meets monthly and is assisted by our efficient Secretary, Neville Ross, who represents St Mark's Presbyterian Church, Withells Road. His knowledge is most helpful. Lynn Shearing who represents the Anglican Parish of Upper Riccarton- Yaldhurst is our Treasurer and she gives a phenomenal amount of time to our financial reporting and budgets. She is so busy in her own accounting practice I don't know how she achieves so much.

Other Trustees are Dianne Jones (Upper Riccarton Methodist); Dr Andrea Caldwell, (St Barnabas, Anglican Parish of Fendalton); and Bob Parks, (Independent member) who has had Board experience with Yates. I, as Chair, represent the Rotary Club of Riccarton. During the 2018-2019 year, Mikaere Greenslade joined the Board as a Trustee. He is Head of Faculty, Student Support at Burnside High School, and is an Adjunct Fellow in the School of Health Sciences at the University of Canterbury. Mike has already contributed significantly to the Trust's work.

Dr Punita Punia recently took over as Minute Secretary for our Board Meetings. Her recording is exemplary and she is to be thanked for offering her services to the Board. She is presently a post-graduate student at University of Canterbury.

Thank you and might we continue in Christ's service.

Dr Corin G. Murfitt

Clinical Manager's Report

On reflecting on 2018, it has been a year of both continuity and change. The leadership team has worked hard to see these as threads to knit together rather than conflicting, as we continue the important work of the Centre in our community.

Once again I acknowledge the support and professionalism of both Jenni Jackson our Centre Manager, and Michael Herman our Programme Officer. My thanks also to the Board of Trustees for their continued support for our work and that of Petersgate.

We continue to see a high level of complexity and risk in our client group. This is something many mental health NGOs continue to experience and it is a credit to our Clinical Team that we are able to support so many clients striving to make lasting positive change in their lives.

During the year, we have seen the publication of *He Ara Oranga, Pathways to Wellness*, the report of the Government inquiry into Mental Health and Addiction. One thing that stands out in the report, is:

"... the striking degree of consensus, from most parts of New Zealand society, about the need for change, and a new direction: an emphasis on wellbeing and community, with more prevention and early intervention, expanded access to services, more treatment options, treatment closer to home, whanau- and community- based responses and cross government action."

It is not often we see such levels of consensus, but what is clear, is that we can have confidence in the report and its recommendations. Petersgate is already well

aligned with a number of its key elements: we work hard to maintain a short waitlist to support early intervention, and for us this is largely achieved by having capacity greater than demand; our Clinical Team offer a wide range of modalities, which allows us to provide support that suits a wider range of client needs.; the addition of Social Work professionals to the Clinical Team means we have been able to support clients with other aspects of their wellness needs. We continue to seek out new opportunities to support the wider community in the coming years.

During 2018 we were fortunate to receive funding for some counselling for young people; this has allowed us to support a number of clients who were otherwise unable to attend counselling due to financial constraints. We continued to see an increase in requests for couples counselling, and continue to work on growing our competency and capacity in this area.

Our revised contracting process has already shown benefits, with a significant decrease in the administration of contracts and the contracting process itself. It is a credit to our team that they have engaged with this in a way that supports both their professional practice and their part in the culture change at Petersgate.

This has been another year of challenge, success, and sustainability in our work supporting clients. I acknowledge the abiding professionalism, competence, commitment, and enthusiasm of the team in delivering the Trust's mission. Thanks to you all.

Mike Bancroft

Centre Manager's Report

2018 was a year of consolidation, implementing changes and building on our strengths as a team. Our dedicated Board of Trustees provided Mike Bancroft and I support throughout the year to enable us to manage the needs of Petersgate; thank you for your unwavering commitment to our staff and clients.

We are fortunate to still have Michael Herman in the Programme Officer role. Michael works tirelessly behind the scenes on grant applications and provides valued management guidance to both Mike and I.

Early in 2018 Vita Tasman and Rachel Whales transitioned from Volunteers to paid employees of the Trust in administration roles. We were delighted that the two new positions created as part of our Operational Strategic Review at the end of 2017 fit so well with the skills that Vita and Rachel have.

Vita accepted the role as Volunteer and Marketing Coordinator and Rachel as Management Assistant. Sharon Manderson's role was modified from Data Entry to Administrator and my role expanded from Office Supervisor to Centre Manager at the start of 2018.

While our core duties are quite different, as a team we have many functions that purposefully overlap to ensure we are all able to provide administration support throughout the week to our Volunteers and Counsellors.

Administration assistance for the afternoon and evening shifts was requested from Volunteers in the 2017 Volunteer Satisfaction Survey and this was addressed with the new staff appointments and the restructuring of office roles. Additionally, the Management team had identified this time of the day as an

area of Health and Safety risk. The new rostered shifts of the administration team spread throughout the day now enables back office support for 90% of our opening hours.

Carolyn Maclennan, who had been a Volunteer Social Worker, was offered a part-time six-month contract in a paid position in 2018. Our Social Work service grew from initially having two student Social Workers on placement in 2017, one in each of the two semesters, to a mix of students and three Volunteer Social Workers: Rachael Watt, Ambily Joseph and Carolyn from the start of 2018.

This service was introduced in response to increasing numbers of clients presenting with significant complexity in their lives and is provided free to clients to assist them with: Work and Income applications for Counselling; accessing other entitlements; connecting clients with other services in the Community; intake assessment; and, when needed, to act as a bridge while clients are waiting to see a Counsellor. In 2018, we provided 1,374 hours of free social work and related services.

We had 16 Volunteers finish their time at the Centre in 2018 and we extend our grateful thanks to: Dunya Sabre, Joana Rivera, Michaelyn Pokarop, Neha Sharma, Nikhil Rathod, Vita Tasman, Rachel Whales, Winston Baker, Carolyn Maclennan, Ashleigh Wu, Juliana Wong, Lucy Fredericks, Rachael Watt, Ambily Joseph, Fransisco Kang and Ramanpreet Singh.

We were very short of Reception Volunteers for the first nine months of 2018 due to retirement, finding paid employment, as well as from illness and holidays.

Centre Manager's Report *continued*

We held two refresher training sessions in 2018, covering topics like Emergency planning, Privacy and Confidentiality and general office procedures. Nine potential new Volunteers attended a trial and subsequent training sessions at reception in June and July.

Training new Volunteers is a continual process and we are fortunate to still have a core group of longer term Volunteers who willingly help with this process. All our Volunteers provide a tremendous service, giving their time to Petersgate and we are very lucky to have you. A special mention to Elizabeth Cant who received a Volunteer Recognition Award in June 2018 for her contribution and long service to Petersgate (13 years).

We received an increase in donations from our 2018 *Friends* of Petersgate Annual Appeal totalling \$13,291.00, up from \$8,290.00 in 2017. Each year we count on these dedicated supporters for their financial assistance and

wish to say Thank You for your on-going support of the Trust's mission. We have been working hard to streamline the *Friends* database and produce a more efficient and timely receipting process to ensure our *Friends* know their donations have been gratefully received.

Petersgate's success is due to our supporters and this casts a wide net across multiple roles and relationships, including our practitioners and volunteers, principal funders, and supporting Parishes. Community donations in the form of PCs from Christchurch City Council and Landcare Research, plus office chairs and whiteboards from Westpac, were gratefully received and the timing was on point given the increase in staff numbers this year.

In 2019 we hope to start a refurbishment project of our Centre, making it more inviting, as well as more visible and accessible for clients, and to showcase our supporters.

Jenni Jackson

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:

Christchurch City Council	Rātā Foundation
Christchurch West Methodist Parish	Riccarton Waimairi Lions
Community Organisation Grants Scheme	Rotary Club of Riccarton
Diocesan Earthquake Recovery Fund	St Barnabas Anglican Parish
First Sovereign Trust	St Mark's Presbyterian Parish
<i>Friends</i> of Petersgate	St Ninian's Presbyterian Parish
Hornby Anglican Parish	St Peter's Anglican Parish
NZ Lottery Grants Board	The David Ellison Charitable Trust
Our Lady of Victories Catholic Parish	The Methodist Church of New Zealand

Performance Report

Petersgate Trust
For the year ended 31 December 2018

Prepared by Ainger Tomlin Ltd

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INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT TO THE BENEFICIARIES OF PETERSGATE TRUST

Report on the Performance Report

We have reviewed the accompanying performance report of Petersgate Trust which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 December 2018, the statement of financial position as at 31 December 2018, and the statement of accounting policies and other explanatory information.

The Responsibility of the Trustees for the Performance Report

The Trustees are responsible on behalf of the entity for

- a) Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
 - b) the preparation and fair presentation of the performance report which comprises:
 - the entity information
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report
- in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- c) for such internal control as the Trustees determine is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted our review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400 (Revised), *Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity*, and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require us to conclude whether anything has come to our attention that causes us to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit). Those standards also require that we comply with ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400(Revised) and ISAE (NZ) 3000 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgement, including the areas identified where a material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised).

Accordingly, we do not express an audit opinion on the performance report.

We are associated with Ainger Tomlin Ltd who assisted with the compilation of the performance report. We have no other relationship with, or interests in, Petersgate Trust.

Basis for Qualified Conclusion on Financial Performance

Similar to other non-profit organisations, controls over cash receipts prior to being recorded is limited, and there are no practical procedures to determine the effect of this limited control.

Conclusion on the entity information, statement of service performance, statement of cash flows and statement of financial position

Based on our review, nothing has come to our attention that causes us to believe that

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are not suitable;
- b) the accompanying performance report does not present fairly, in all material respects.
 - The entity information for the year then ended;
 - The service performance for the year then ended; and
 - The financial position of Petersgate Trust as at 31 December 2018, and its cash flows for the year then ended

In accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-for-profit) issued by the New Zealand Accounting Standards Board

Qualified Conclusion on the statement of financial performance

Based on our review, except for the possible effects of the matter described in the Basis for Qualified Conclusion paragraph, nothing has come to our attention that causes us to believe that

- a) the performance report does not present fairly, in all material respects, the financial performance of Petersgate Trust for the year ended 31 December 2018

in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit).

Other Information

The Trustees are responsible for the other information. The other information comprises Chairperson's Report, Clinical Manager's Report, Centre Manager's Report, and Financial Analysis and Statistical Information but does not include the performance report and our independent assurance practitioner's review report thereon.

Our conclusion on the performance report does not cover the other information and we do not express any form of review conclusion or assurance conclusion thereon.

In connection with our review of the performance report, our responsibility is to read the other information. In doing so we consider whether the other information is materially inconsistent with the performance report or our knowledge obtained in the review, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



AINGER TOMLIN AUDIT LIMITED
CHRISTCHURCH
9 May 2019

Approval of Performance Report

Petersgate Trust

For the year ended 31 December 2018

The Trustees are pleased to present the approved performance report of Petersgate Trust for the year ended 31 December 2018.

APPROVED



Trustee

Date 9th May 2019



Trustee

Date 9 May 2019

The accompanying notes form part of the performance report. The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Entity Information

Petersgate Trust

For the year ended 31 December 2018

Legal Name of Entity

Petersgate Trust

Entity Type and Legal Basis

Charitable Trust and Registered Charity

Registration Number

CC21784

Entity's Purpose or Mission

We exist to provide affordable, professional counselling to the community.

Entity Structure

The Trust is governed by Trustees.

The maximum number of Trustees shall be ten and the minimum number four

The Trustees shall endeavour to have of one person from each of the following bodies:

- The Anglican Parish of St Peters, Upper Riccarton and St Lukes, Yaldhurst
- The Presbyterian Parish of St Marks at Avonhead
- The Roman Catholic Parish of Our Lady of Victories at Sockburn
- The Methodist Parish of Christchurch West
- Up to six further Trustees may be appointed annually by the elected Trustees of the above four parishes.

The day to day operations of the Trust are run by the Centre Manager and the Clinical Manager, along with three administration staff, one of which co-ordinates the volunteer team.

Main Sources of Entity's Cash and Resources

Counselling fees and Grants

Main Methods Used by Entity to Raise Funds

The Trust is not an active fundraiser.

Entity's Reliance on Volunteers and Donated Goods or Services

Petersgate Trust relies heavily on volunteers to help facilitate the number of subsidised client sessions provided.

Physical Address

29 Yaldhurst Road, Sockburn, Christchurch, New Zealand, 8042

Postal Address

PO Box 6088
Upper Riccarton
Christchurch 8442

The accompanying notes form part of the performance report. The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.



Statement of Service Performance

Petersgate Trust

For the year ended 31 December 2018

Description of Entity's Outcomes

Provision continuing training to the counselling team.
Provision affordable and professional Counselling Services.

Description and Quantification (to the extent practicable) of the Entity's Outputs

	2018	2017
Number of Workshops made available for clinical team	24	21
Number of counselling sessions	6,108	6,504



The accompanying notes form part of the performance report. The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Statement of Financial Performance

Petersgate Trust

For the year ended 31 December 2018

	NOTES	2018	2017
Revenue			
Donations, fundraising and other similar revenue	1	199,390	155,886
Revenue from providing goods or services	1	281,932	314,353
Interest, dividends and other investment revenue	1	5,245	4,432
Total Revenue		486,567	474,671
Expenses			
Costs related to providing goods or service	2	56,507	44,057
Volunteer and employee related costs	2	353,625	379,445
Other expenses	2	77,257	76,900
Total Expenses		487,389	500,402
Surplus/(Deficit) for the Year		(822)	(25,731)



The accompanying notes form part of the performance report. The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Statement of Financial Position

Petersgate Trust

As at 31 December 2018

	NOTES	31 DEC 2018	31 DEC 2017
Assets			
Current Assets			
Bank accounts and cash	3	73,072	18,743
Debtors and prepayments	3	3,281	3,423
Total Current Assets		76,353	22,166
Non-Current Assets			
Property, Plant and Equipment	5	243,060	268,270
Investments	3	83,666	111,421
Total Non-Current Assets		326,726	379,691
Total Assets		403,079	401,858
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	38,200	25,395
Employee costs payable	4	14,099	17,969
Grants in Advance	10	3,400	-
Loans	12	10,605	10,292
Total Current Liabilities		66,304	53,656
Non-Current Liabilities			
Loans	12	26,992	37,597
Total Non-Current Liabilities		26,992	37,597
Total Liabilities		93,296	91,253
Total Assets less Total Liabilities (Net Assets)		309,783	310,605
Accumulated Funds			
Accumulated surpluses or (deficits)	6	309,783	310,605
Total Accumulated Funds		309,783	310,605



The accompanying notes form part of the performance report. The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Petersgate Trust
Statement of Cashflows
For the Year Ended 31 December 2018

	2018	2017
	\$	\$
<u>Cashflows from Operating Activities</u>		
<i>Cash was received from:</i>		
Donations, fundraising and other similar receipts	202,090	136,886
Receipts from providing goods and services	283,012	318,114
Interest, dividends and other investment receipts	5,007	4,432
Net GST	9,771	-
	499,880	459,432
 <i>Cash was applied to:</i>		
Payments to suppliers and employees	459,664	472,330
Net GST	-	1,445
	459,664	473,775
 Net Cashflows from Operating Activities	40,216	(14,343)
 <u>Cashflows from Investing & Financing Activities</u>		
<i>Cash was provided from:</i>		
Receipts from the sale of investments	27,755	-
	27,755	-
 <i>Cash was applied to:</i>		
Payments to acquire property, plant & equipment	3,350	543
Payments to purchase investments	-	3,087
Repayments of loans borrowed from other parties	10,292	18,905
	13,642	22,535
 Net Cashflows from Investing & Financing Activities	14,113	(22,535)
 Net Increase / (Decrease) in Cash	54,329	(36,878)
Opening Cash	18,743	55,621
Closing Cash	73,072	18,743
 This is represented by:		
Bank Accounts and Cash	73,072	18,743



Statement of Accounting Policies

Petersgate Trust

For the year ended 31 December 2018

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

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

Income Tax

Petersgate Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies during the year. (31/12/2017 Nil).

Accounts Receivable

Receivables are stated at their estimated realisable value.

Property, Plant & Equipment

The entity has the following classes or property, plant and equipment:

Building Improvements 10-16 years straight line

Library Books 10 years straight line

Plant and Equipment 0-20 years straight line

All property, plant and equipment are recorded at cost or valuation less accumulated depreciation based on rates determined by the Trustees of the Petersgate Trust.

Grant Income and Grants in Advance

Grants are recognised as revenue at the date of receipt unless specific conditions are attached to a grant and repayment of the grant is required if these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met, and are shown in the Statement of Financial Position as Grants in Advance.



The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Notes to the Performance Report

Petersgate Trust

For the year ended 31 December 2018

	NOTES	2018	2017
1. Analysis of Revenue			
Donations, fundraising and other similar revenue			
21st Fundraiser		-	3,529
Christchurch Casino		3,000	-
Christchurch City Council		20,000	20,000
Christchurch West Methodist Parish		2,319	523
Community Organisation Grants Scheme		6,000	6,000
David Ellison Charitable Trust		3,500	8,500
Diocesan Welfare Council		-	14,500
First Sovereign		-	5,000
Friends of Petersgate		13,291	8,290
Frozen Funds Charitable Trust		1,600	-
General Donations		3,626	349
General Fundraising		-	2,492
Lottery Welfare		25,000	35,250
Methodist Church of New Zealand		700	1,000
Prince Albert College Fund		8,000	16,000
Rātā Foundation		80,000	-
Riccarton Rotary		-	3,654
St Barnabas		4,500	4,000
St Marks		7,500	10,000
St Ninians		1,970	1,800
St Peters & St Lukes		18,384	15,000
Total Donations, fundraising and other similar revenue		199,390	155,886
Revenue from providing goods or services			
Client Fees		277,645	301,054
Earthquake Counselling Fees		2,160	7,920
Room Hire		844	5,179
Supervision Income		1,283	200
Total Revenue from providing goods or services		281,932	314,353
Interest, dividends and other investment revenue			
Investment Recovery (Canterbury Mortgage Trust)		1,625	835
Interest Income		3,620	3,597
Total Interest, dividends and other investment revenue		5,245	4,432
	NOTES	2018	2017

2. Analysis of Expenses

Volunteer and employee related costs

Contract Counsellors (GST Reg)		3,564	-
Contract Counsellors (Non GST)		152,059	180,333

The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

	NOTES	2018	2017
Clinical H & S On Call Duties		-	99
Salary & Wages		185,908	179,980
Staff Development		2,851	6,432
Supervision Expense		8,356	11,655
Volunteer Expenses		888	946
Total Volunteer and employee related costs		353,625	379,445
Costs related to providing goods or services			
ACC & Workplace Insurance		464	497
Advertising		4,654	7,662
Consultant: Grants, IT and Projects		12,235	-
Consultant: Management and Strategy		6,581	-
Consumables		1,023	1,088
Document Destruction		80	-
Health & Safety Contracts		99	-
Hospitality Expenses		2,965	4,234
Insurance - Professional Liability		2,457	2,325
Leadership Team Duties		4,077	2,129
Library (2065)		116	-
Local Travel Admin		126	1,021
Local Travel Counsellors		850	296
Lunches Training		1,318	2,316
Office Equipment		280	-
Office Equipment Repairs		73	147
Photocopier Costs		4,411	3,010
Postage		741	15
Security		924	813
Special Projects		1,500	-
Stationery		2,642	3,974
Subscriptions & Conferences		1,242	862
Telephone & Internet		5,385	6,051
Training		396	6,566
Training Guests & Group Supervision		1,867	1,050
Total Costs related to providing goods or services		56,507	44,057
Other expenses			
Loss on Disposal of Asset		488	-
Accountancy Fees		1,898	1,795
Auditing & Assurance		2,950	3,000
Bank Fees		139	115
Bank Merchant Fees		1,503	1,752
Cleaning		5,327	5,166
Computer & IT Support		3,104	2,824
Depreciation		28,072	29,648
Eftpos Rental		300	300
Electricity		5,365	5,055
Furniture & Fittings		-	499
Garden Maintenance		1,001	1,001
General Expenses		78	156

The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.



Interest	1,296	1,666
Legal Fees	380	-
Rent 29 Yaldhurst Road	18,384	18,384
Repairs & Maintenance	3,582	4,386
Scheduled Maintenance	2,939	1,152
Website Development and Maintenance	450	-
Total Other expenses	77,257	76,900

NOTES 2018 2017

3. Analysis of Assets

Bank accounts and cash

Canterbury Mortgage Trust	2,022	-
Cash on Hand	100	100
Westpac Cheque	12,521	5,159
Westpac Debit Card	29	127
Westpac Online Saver	58,400	13,357
Total Bank accounts and cash	73,072	18,743

Debtors and prepayments

Accounts Receivable	1,937	2,317
Accrued Interest	1,344	1,106
Total Debtors and prepayments	3,281	3,423

Investments

Westpac Investment	83,666	111,421
Total Investments	83,666	111,421

NOTES 2018 2017

4. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable	5,755	1,408
Accruals	4,543	5,856
GST	18,043	8,272
Rent Owing to Church	9,859	9,859
Total Creditors and accrued expenses	38,200	25,395

Employee costs payable

Accrued Holiday Pay	10,339	6,382
Gross wage accrual	3,761	11,586
Total Employee costs payable	14,099	17,969

Unused donations and grants with conditions

Grants in Advance	10	3,400	-
Total Unused donations and grants with conditions		3,400	-

Loans - Current

Rata Foundation Loan	12	10,605	10,292
Total Loans - Current		10,605	10,292



The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

	NOTES	2018	2017
Loans - Non Current			
Rata Foundation Loan	12	26,992	37,597
Total Loans - Non Current		26,992	37,597

5. Property, Plant & Equipment

2018	Opening Carrying Amount	Purchases	Sales / (Disposals)	Current Year Depreciation and Impairment	Closing Carrying Amount
Building Improvements	254,635	-	-	23,971	\$230,664
Library Books	218	-	-	73	\$145
Plant & Equipment	13,418	3,350	(488)	4,028	\$12,252
Total	\$268,270	\$3,350	\$(488)	\$28,072	\$243,060
2017					
	Opening Carrying Amount	Purchases	Sales / (Disposals)	Current Year Depreciation and Impairment	Closing Carrying Amount
Building Improvements	278,654	-	-	24,019	\$254,635
Library Books	291	-	-	73	\$218
Plant & Equipment	18,431	543	-	5,556	\$13,418
Total	\$297,376	\$543	-	\$29,648	\$268,270

6. Accumulated Funds

2018	Accumulated Surpluses	Total
Opening Balance	310,605	\$310,605
Surplus / (Deficit)	(822)	(\$822)
Closing Balance	309,783	\$309,783
2017		
	Accumulated Surpluses	Total
Opening Balance	336,336	\$336,336
Surplus / (Deficit)	(25,731)	\$(25,731)
Closing Balance	\$310,605	\$310,605

7. Commitments

There are no commitments as at balance date. (31/12/2017 Nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date. (31/12/2017 Nil).



The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

9. Related Party Transactions

There were no transactions involving related parties during the financial year. (31/12/2017 Nil).

10. Grants in Advance

	2018	2017
Frozen Funds Charitable Trust	3,400	-
Total	\$3,400	\$-

11. Events After the Balance Date

There were no events that have occurred after balance date that would have a material impact on the Performance Report. (31/12/2017 Nil).

12. Rata Foundation Loan

Nature and Amount of Borrowing

Rata Foundation

Balance at 31 December 2018: \$37,597 (2017 \$47,889)
Maturity Date: 8 May 2022
Repayments: \$965.61 monthly
Interest Charged Monthly at 3.00%

Nature and Amount of Asset used as Security

Supported by the guarantee from the Parish of Upper Riccarton, the owners of 29 Yaldhurst Road, which is leased by the Trust.

13. Review

The Performance Report has been reviewed, please refer to the attached Independent Assurance Practitioner's Review Report.



The performance report should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Five-year Financial Summary

Petersgate Trust

Financial Analysis	Change Gain (-Loss)	Year Ended 31 December				
		2018	2017	2016	2015	2014
Client Fees Received	-9%	281,088	309,174	306,628	289,972	319,271
Donations for Operating Activities	24%	200,234	161,065	194,525	156,212	181,448
Investment Income	18%	5,245	4,432	4,035	4,980	6,381
	3%	486,567	474,671	505,188	451,164	507,100
Counselling Fees & Support	6%	254,781	271,188	298,832	331,307	340,482
Other Operating Costs	-2%	204,048	199,566	155,407	133,561	144,989
	3%	458,829	470,754	454,239	464,868	485,471
Cash Surplus		27,738	3,917	50,949	(13,704)	21,629
Depreciation & Loss on Disposal	4%	28,560	29,648	32,610	31,510	30,982
Operating Surplus (Deficit)		(822)	(25,731)	18,339	(45,214)	(9,353)
Client Sessions		6,108	6,504	6,794	6,723	7,151
Average Fee (incl GST)		\$ 52.92	\$ 54.67	\$ 51.90	\$ 49.60	\$ 51.34
Full Fee (incl GST)		\$ 120.00	\$ 120.00	\$ 110.00	\$ 110.00	\$ 110.00
Market Value of Services Provided		732,960	780,480	747,340	739,530	786,610
Discount provided to Community		409,709	424,930	394,718	406,062	419,448
General Reserve		309,783	310,605 ¹	336,336	317,997	363,210
Cash Reserves		156,060	131,270	164,628	188,219	169,882
Operating Costs (excl Depreciation)		458,829	470,754	454,239	464,868	485,471
Operating Costs (incl Depreciation)		487,389	500,402	486,849	496,378	516,453
Months in Reserve		7.63	7.45	8.29	7.69	8.44
Months in Reserve (Cash)		4.08	3.35	4.35	4.86	4.20



Stakeholder Comments

“I am writing in support of the invaluable work that Petersgate staff and students undertake in providing counselling for those facing at times significant challenges in Christchurch.”

Sebastiano Scalia, Head of School, Counselling, Vision College

“Petersgate is widely respected within the local community, building networks with local and wider organisations.”

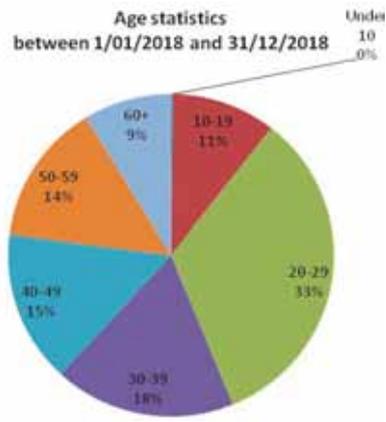
Mike Mora, Chairman, Waiwuna/Halswell-Hornby-Riccarton Community Board

“Given the increasing need for counselling and social work services in Canterbury, the School of Health Sciences is invested in continuing to support Petersgate in the future to further its mission. We recognise and endorse that the Trust is well placed to deliver these services to people on a state benefit and those on a modest household income with no access to alternative funding. We greatly value our relationship with your Centre and the work you do.”

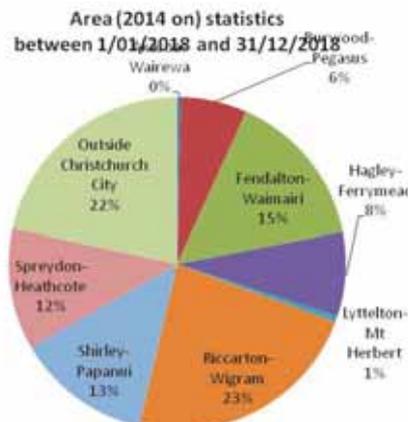
Lianne Woodward, Professor and Head of School of Health Sciences, University of Canterbury

Who Were Our Clients in 2018?

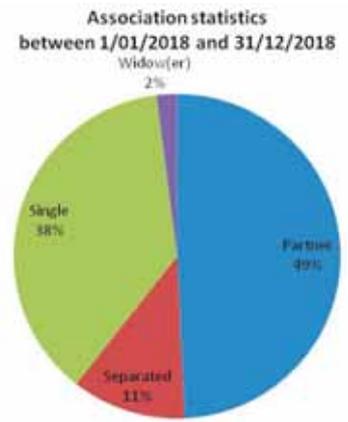
Age statistics between 1/01/2018 and 31/12/2018



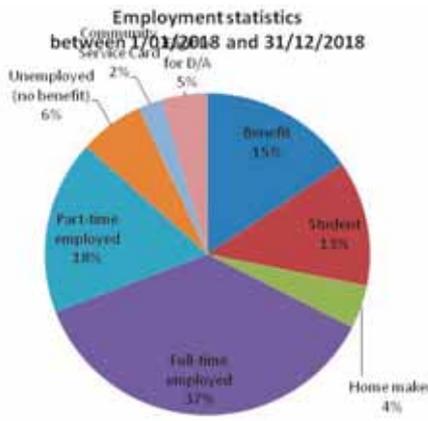
Area (2014 on) statistics between 1/01/2018 and 31/12/2018



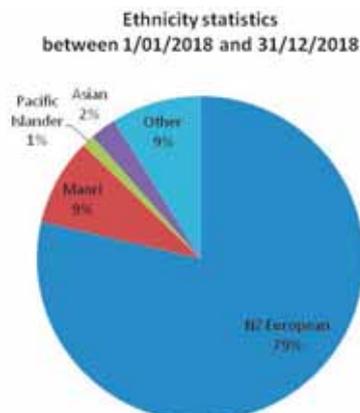
Association statistics between 1/01/2018 and 31/12/2018



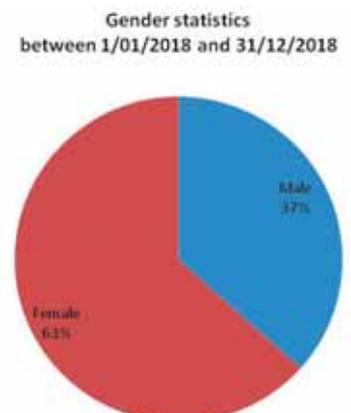
Employment statistics between 1/01/2018 and 31/12/2018



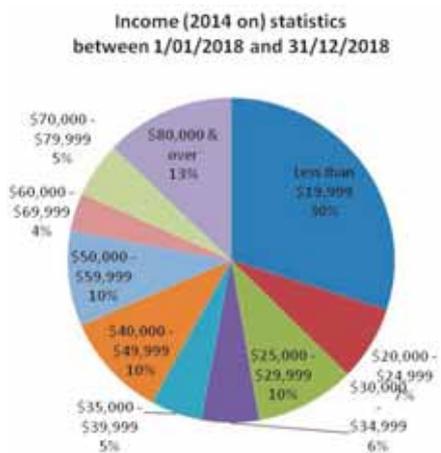
Ethnicity statistics between 1/01/2018 and 31/12/2018



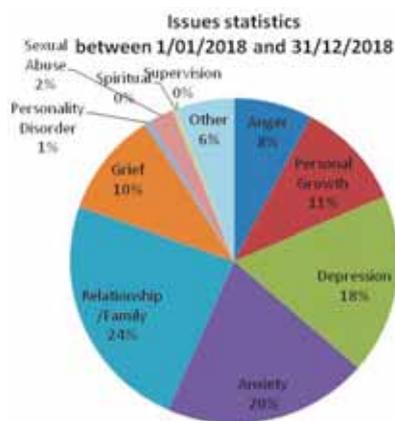
Gender statistics between 1/01/2018 and 31/12/2018



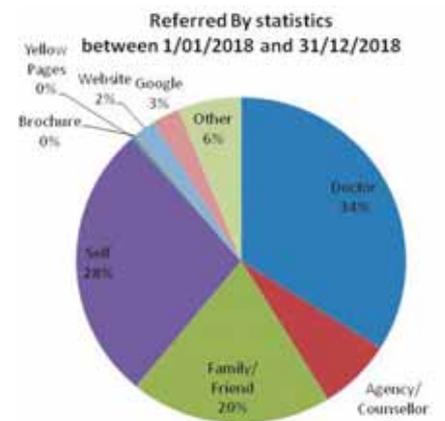
Income (2014 on) statistics between 1/01/2018 and 31/12/2018



Issues statistics between 1/01/2018 and 31/12/2018



Referred By statistics between 1/01/2018 and 31/12/2018



The Petersgate Team

Clinical Team

Petersgate counsellors and social workers have full membership of the New Zealand Association of Counsellors (NZAC), New Zealand Christian Counsellors' Association (NZCCA), New Zealand Association of Psychotherapists (NZAP), and Social Workers Registration Board (SWRB) or equivalent professional body, or are working towards membership through courses of study and placements with approved service providers. They have undergone a rigorous selection process that demands a high level of competency before they join the team. They receive agency and professional supervision, and participate in Petersgate's in-house development programme.

Andy Hills	B.Couns, Provisional Member of NZAC
Anne-Marie Dew	2nd year Bachelor of Counselling (Vision College), MA (Psychology)
Annekatrien Verbraak	BA (Social Work), MSc (Psychology), MNZAC
Beth Garvey	Dip. Counselling, MNZAC
Carolyn Maclennan	BSW, Provisional Member SWRB
Christine Hunt	Dip. Counselling, Cert Adult Teaching, MNZAC
Darryn Hickling	BTheol, Dip. Counselling (AIPC), B.Couns, MNZCCA
David Conradson	MSc (Distinction), PhD, Dip. Psych, Cert HE Counselling
Erwin Horvath	B.Couns, MNZAC
Gerda de Kleyne	Dip. Counselling, MNZAC
Grace Jang	B.Couns, Master of Teaching (Primary), Provisional Member NZCCA
Heather Watson	Dip. Counselling, Provisional MNZAC
Jeff Hofland	Dip. Counselling, Provisional MNZAC
Jude McLean	Dip. Counselling, Provisional MNZAC
Krisi Posthuma	BSc
Laura Harper	BTheol, Dip in Mental Health and Addictions
Lesley Smith	BMS, MA
Melanie Armstrong	Dip. Counselling, Dip. Nursing Studies, Provisional Member NZAC
Mike Bancroft	BA (Hons) Humanistic Counselling, MNZAC
Nancy Wu	MEd Counselling, Provisional MNZAC
Prue Manji	BA, Grad Dip. Sci, Psychology (Distinction), Dip. Counselling, MNZAC
Renée Santich	BA (Behavioural Sciences), Grad. Dip. Bible & Missions
Ruth Langford	Dip Counselling, BHealSc (Physiotherapy), MNZAC
Tony Ross	Dip. Counselling, Provisional MNZAC

Honorary Associate Counsellors

Enid Hardie
Prof. Bob Manthei
Prof. Judi Miller

Management & Administration

Mike Bancroft, Clinical Manager
Jenni Jackson, Centre Manager
Michael Herman, Programme Officer
Rachel Whales, Management Assistant
Sharon Manderson, Administrator
Vita Tasman, Volunteer & Marketing Co-ordinator

The Petersgate Team cont.

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 2018 were:

Ambily Joseph	Elizabeth Cant	Michaelyn Pokarop	Simone Ellis
Anne Bray	Francisco Kang	Natasha Stukalova	Theresa McLennan
Anne Wright	Helen McDermott	Nic McNeil	Valentina
Annette Downey	Joana Rivera	Nikhil Rathod	Nekhorosheva
Ashleigh Wu	Jude Laugeson	Paula Stevens	Virginia McKenzie
Ayako Watanabe	Juliana Wong	Rachael Watt	Vita Tasman
Carolyn Maclennan	Lucy Fredericks	Rachel Whales	Winston Baker
Colin Garthwaite	Mara Abrams	Ramanpreet Singh	Yvonne Chow
David Howarth	Margaret Clayton	Rosemary Edward	
Dunya Sabre	Meg Jackson	Ruth A'Court	

Trustees

Our Trustees represent several local parishes, tertiary education providers by way of the University of Canterbury, and the community through the Rotary Club of Riccarton.

Corin Murfitt	Chairperson	St Peter's Anglican Parish
Lynn Shearing	Treasurer	St Peter's Anglican Parish
Neville Ross	Secretary	St Mark's Avonhead
Andrea Caldwell	Trustee	St Barnabas Anglican Church
Dianne Jones	Trustee	Christchurch West Methodist Parish
Bob Parks	Trustee	Independent
Mike Greenslade	Trustee	Counselling Department, University of Canterbury

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 circumstances.

Directory

Nature of Business:	Charitable Trust Registered No. CC21784
Address:	29 Yaldhurst Road PO Box 6088 Christchurch 8442
Contact:	Phone (03) 343-3391 Fax (03) 343-2934 info@petersgate.org.nz www.petersgate.org.nz
Accountants and Reviewers	Ainger Tomlin Level 1 136 Ilam Road, Ilam
Treasurer:	Lynn Shearing
Bankers:	Westpac, Upper Riccarton
GST:	65-099-772

Volunteer Comments

"I firmly believe in the value of good timely counselling and am also aware that the cost for some people is prohibitive. With the work of the professional counsellors, the very competent administration staff, the interns and the social workers, combined with the role of the volunteers, Petersgate goes a long way to support vulnerable people in crisis and their finding a way through these difficult times in their lives. I am proud to be a small part of the team at Petersgate."

Jude Laugesen

"I have been a volunteer receptionist at Petersgate for about 15 years... It is a privilege to work in an environment where clients are empowered to solve their own problems with the skilled help of the counsellors. Centres like Petersgate are crucial when many in the community do not have the traditional support systems of extended families and close neighbourhoods."

Elizabeth Cant

Volunteer Comments cont.

*"I feel being valued and accepted in working in Petersgate
The colleagues are very caring and supportive. I also have
learned a lot from cooperating with the colleagues here."*

Yvonne Chow

*"I've been privileged to be a volunteer receptionist
at Petersgate for about twelve months now...
I love it... Petersgate offers a much needed service
to the community and reminds me how grateful I am
to have such supportive family and friends."*

Virginia McKenzie

*"After retiring from a busy position in 1999... I decided
I would enjoy doing some volunteer work. A friend who
already was working at Petersgate suggested I might like
to volunteer there also. I began my role at Petersgate
in 2000 on a Thursday morning which I still continue
to do... I have enjoyed time at Petersgate as I see myself
being a member of the larger group."*

Anne

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