



Performance Report

Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

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Entity Information

Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

'Who are we?' and 'Why do we exist?'

Who we are?

CRS exists to support people from refugee and migrant backgrounds living in Otautahi/ Christchurch to settle successfully in New Zealand by providing a range of professional services that build on strengths to promote wellbeing and resilience.

Why do we exist?

We recognize the settlement journey in an Aotearoa/ NZ context, committed to Te Tiriti o Waitangi. We value the provision of a professional service delivered in a holistic, culturally responsive and collaborative way, with an emphasis on social justice which respects individual and community identity.

Legal Name of Entity

Christchurch Resettlement Services Inc.

Entity Type and Legal Basis

Incorporated Society- 661982

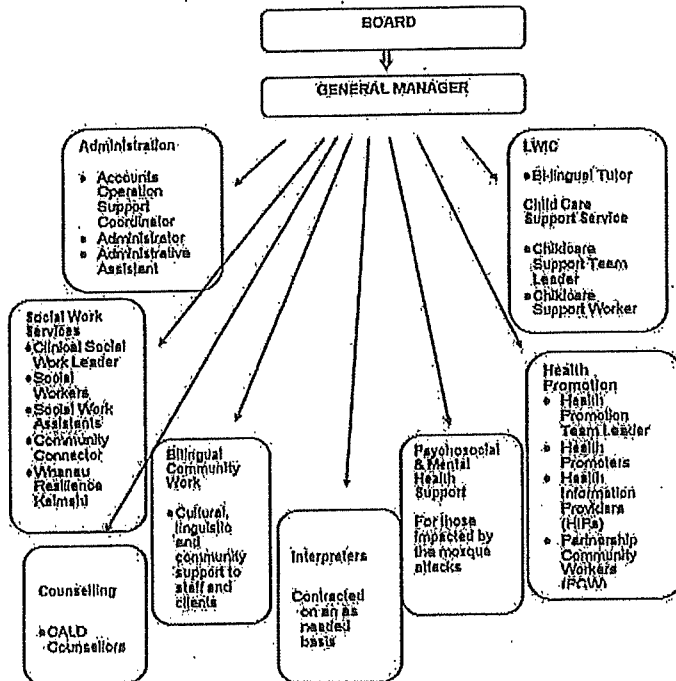
Registration Number

CC27162

Entity's Purpose or Mission

CRS exists to support people from refugee and migrant backgrounds living in Otautahi/ Christchurch to settle successfully in New Zealand by providing a range of professional services that build on strengths to promote wellbeing and resilience.

Entity Structure



Entity Information

Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

Main Sources of Entity's Cash and Resources

In the current financial year 90.06% of Christchurch Resettlement Services funding was provided through government contracts. The balance was provided through local government and philanthropic organisations and a number of donations. The balance also included income from our own investments.

Main Methods Used by Entity to Raise Funds

With the exception of spontaneous donations outlined above, all our funding is derived from funding contracts which are applied for based on an annual funding calendar.

Entity's Reliance on Volunteers and Donated Goods or Services

Christchurch Resettlement Services is reliant on volunteers in several areas of agency business:

The Government Board Health Promotion- all events and activities with the exception of the Health Information Provider and the Partnership.

Community Work programmes- for transport and support for participants at each programme

Social Work- for task focused activities.

Christchurch Resettlement Services is not reliant on donated goods.

Physical Address

Level 1/283 Lincoln Road, Addington, Christchurch 8024

Postal Address

PO Box 9062, Tower Junction, Christchurch 8149

Approval of Financial Report
Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

The Board are pleased to present the approved financial report including the historical financial statements of Christchurch Resettlement Services Incorporated for year ended 30 June 2023.

APPROVED

Signature

[Insert field: approvers name] Brenda Cromie

[Insert field: position] Board Chair

Date 29/09/23



[Insert field: approvers name]

[Insert field: position]

Date

John Rowe
Dep Chair

29-9-23

Statement of Service Performance

Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

Description of Entity's Outcomes:

Information obtained from formal feedback questionnaires:

100% of clients supported by the Bilingual Community Work team reported satisfaction with the quality of the service provided, and 96% also reported positive changes as a result of the support received from the team members.

100% of social work clients across the Family Violence, Mental Health, Generic social work, Community Connector, Youth Work, Afghan Navigator and the Mosque related social work contracts reported satisfaction with the quality of the service provided, and 94% also reported positive changes across a range of life domains as a result of the support received from the social work team (not inclusive of ISR).

100% of health promotion participants reported improved health, knowledge and/or wellbeing as a result of participating in the activities/events and programmes provided by the health promotion team.

Information obtained from anecdotal reporting:

94% of clients supported by the CALD counselling team reported satisfaction with the service received.

At the Living Well in Christchurch programme, the 46 learners supported by the bilingual tutor progressed well in their learning. The children supported by the childcare support workers all engaged in the stimulating programme provided for them by the childcare support workers.

Account	2023	2022
Description and Quantification of the Entity's Outputs		
Bilingual Community Work	172	140
Social work - all contracts including ISR and Mosque related Services		
Children's Team Lead Professional (NIA, absorbed into Youth Support above)	1,736	1,717
Health Promotion including Partnership Community Work	497 Participants	404
Right Service Right Time - 7	156 Clients	223
Pegasus - 149		
LWIC - Childcare Support Service	8	8
Bilingual Tutor	46	51

Additional Output Measures

- Christchurch Resettlement Services enjoys a diverse workforce, with staff representing 23 ethnicities.
- CRS employs 34 people in a range of roles across all contracts, with a total of 34.57 FTE paid staff.
- Service users represent 73 ethnicities.
- 9 volunteers engaged in supporting the work of CRS, providing an average of 9 hours per week.

Additional Information

The staff of Christchurch Resettlement Services are engaged with 15 collaborative projects to advocate for the needs of people from refugee and migrant backgrounds.

Statement of Financial Performance
Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

'How was it funded?' and 'What did it cost?'

Account	Notes	2023	2022
Revenue			
Donations, fundraising and similar revenue	1	133,606	170,033
Fees, subscriptions & other revenue from members	1	197	-
Revenue from providing goods or services	1	1,472,685	1,492,736
Interest, dividends and other revenue	1	15,801	8,013
Total Revenue		1,622,289	1,670,782
Expenses			
Volunteer and employee related costs	2	1,289,743	1,292,661
Costs related to providing goods or services	2	319,341	294,968
Grants and donations made	2	13,842	51,416
Other expenses	2	63,476	47,857
Total Expenses		1,686,402	1,686,902
Surplus/(Deficit) for the Year		(64,113)	(16,120)

This statement should be read in conjunction with the notes to the performance report.

Statement of Financial Position

Christchurch Resettlement Services Incorporated

As at 30 June 2023

Account	Notes	30 Jun 2023	30 Jun 2022
Assets			
Current Assets			
Bank accounts & cash	3	252,291	433,436
Debtors & Prepayments	3	40,439	88,296
Term Deposits	3	527,548	518,412
Total Current Assets		820,278	1,040,144
Non-Current Assets			
Property, plant & equipment	3	0	0
Total Non-Current Assets		0	0
Total Assets		820,278	1,040,144
Liabilities			
Current Liabilities			
Creditors & accrued expenses	4	102,858	60,595
Employee costs payable	4	98,498	151,118
Unused donations & grants with conditions	4	383,168	511,566
Other current liabilities	4	41,731	58,729
Total Liabilities		626,255	782,008
Total Assets less Total Liabilities (Net Assets)		194,023	258,136
Accumulated Funds			
Accumulated surpluses or (deficits)		194,023	258,136
Total Accumulated Funds		194,023	258,136

This statement should be read in conjunction with the notes to the performance report.

Statement of Accounting Policies

Christchurch Resettlement Services Incorporated

For the year ended 30 June 2023

'How did we do our accounting?'

Basis of Preparation

The financial statements have been prepared in accordance with a generally accepted accounting practice in New Zealand and based on historical cost.

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 of 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)

All amounts are recorded exclusive of GST, except for debtors and creditors, which are stated inclusive of GST. Statement of Cash Flows are GST inclusive amounts.

Income Tax

The entity is wholly exempt from New Zealand income tax, having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Cash and cash equivalents include cash on hand, deposits held at call at financial institutions, and other short-term highly liquid investments with original maturities of 180 days or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

Income Recognition

Donations are recorded as income as received. Grants and contract income are recorded as income as received unless unfulfilled conditions are attached to the grant or contract income, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to income as the conditions are fulfilled. Interest income is accounted for as earned.

Accounts Receivable

Accounts receivable are carried at estimated realisable value.

Employee Entitlements

Employees entitlement to salaries, wages and annual leave are recognised when they accrue to employees. The liability for employee entitlements is carried at the present value of the estimated future cash outflows.

Grants Received in Advance

Grants and contract amounts received for a purpose that has not yet been fulfilled are recorded as a liability.

Liabilities

Liabilities are stated at the estimated amounts payable and include obligations that can be reliably estimated.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year-Nil). All policies have been applied on a basis consistent with those used in previous years.

Statement of Cash Flows

Christchurch Resettlement Services Incorporated

For the year ended 30 June 2023

<u>Account</u>	<u>2023</u>	<u>2022</u>
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	142,383	170,033
Receipts from providing goods or services	1,596,170	1,815,149
Interest, dividends and other investment receipts	1,485	6,636
Cash was applied to:		
Payments to suppliers	621,436	925,211
payments to employess (payroll)	777,653	253,563
Payments to IRD	510,776	503,837
Donations or grants paid	11,318	51,416
Net Cash Flows from Operating Activities	(181,145)	257,791
Cash Flows from Investment/Financing Activities		
Cash was applied to:		
Payments to open Term Deposits	0	102,340
Net Cash Flows from Investment/Financing Activities	0	(102,340)
Net Increase/(Decrease) in Cash	(181,145)	155,451
Bank Accounts and Cash		
Opening cash	433,436	277,984
Closing cash	252,291	433,436

The Statement of Cash Flows are stated inclusive of GST.

Notes to the Performance Report *Continued*
 Christchurch Resettlement Services Incorporated
 For the year ended 30 June 2023

Account	2023	2022
2. Analysis of Expenses		
Volunteer/employee related costs		
Wages	1,261,012	1,263,102
ACC	11,530	11,691
Supervision & Ext. Prof. Development	11,849	5,959
Training	2,071	5,360
Subscriptions/Professional Fees	3,281	6,549
Total Volunteer/employee related costs	1,289,743	1,292,661
Costs related to providing goods or services		
Health Promotion Expenses/Activities	24,162	14,117
Mileage/Travel	43,187	24,568
Parking	327	463
Printing, Stationery & Photocopying	7,633	8,049
Telephone Expenses	9,201	6,656
Electricity, IT, Postage.	32,278	18,195
Rent	103,520	82,527
Counselling	76,569	127,192
Interpreter Costs	14,629	9,323
HIP's Activities	7,835	3,877
Total costs related to providing goods or services	319,341	294,967
Grants & donations made		
MSD- CC Discretionary- Exp.	1,524	3,109
In - Out - Expenses & Others	8,018	46,387
RSRT - In & Out - Expenses	4,300	1,920
Total Grants & donations made	13,842	51,416
Other expenses		
AGM Expenses & Staff Activities	(743)	4,157
Audit Expenses	7,750	5,250
Bank Fees	1,148	1,125
Office Expenses	12,174	4,406
Depreciation	0	691
Sundry Expenses & Misc	17,153	12,485
Emergency Assistance	1,450	1,034
Adver., Canteen, Insurance, Cleaning, etc.	24,544	18,710
Total other expenses	63,476	47,858
Total Expenses	1,686,402	1,686,902

Notes to the Performance Report

Christchurch Resettlement Services Incorporated
For the year ended 30 June 2023

Account	2023	2022
1. Analysis of Revenue		
Donations and other similar revenue		
Christchurch City Council	58,934	47,773
English Language Partners	2,174	3,875
NZ Lottery	36,851	51,250
Donation & Website Donations	736	739
MSD- CC Discretionary Fund	1,524	3,109
ISR - Flexifund	1,429	904
RSRT - In & Out - Income	4,929	1,880
Pegasus - Health Promotion Activities	18,043	14,117
In - Out - Income	8,986	46,387
Total donations and other similar revenue	133,606	170,034
Fees, subs and other revenue from members		
Ladies Swimming Contributions	197	0
Total fees, subs and other revenue from members	197	0
Revenue from providing goods or services		
Canterbury DHB	311,332	555,644
Ministry of Health	138,150	99,833
Ministry of Social Development - Resp. to Viol. - FV	211,639	156,140
Ministry of Social Development - Comm.Connector	95,356	106,615
Ministry of Social Development - Oranga Tamaki/Youth Support	54,884	14,224
Whanau Resilience	55,808	36,981
Pegasus Health - CALD Counselling	109,483	93,239
Pegasus Health - Health Promotion Activities	149,514	0
Pegasus Health - Partnership Community Workers		146,331
Battered Women's Trust - ISR Whanau Support Worker	205,963	172,632
Rata Foundation	60,143	49,170
NZ Lottery - COVID-19	0	17,865
Ministry of Business, Innovation & Employment - Afghan Evacue CNS	80,413	44,062
Total revenue from providing goods or services	1,472,685	1,492,736
Interest, dividends and other revenue		
BNZ Bank Accounts Interest	15,094	3,929
Other Revenue	707	4,084
Total Interest, dividends and other revenue	15,801	8,013
Total Income	1,622,289	1,670,783

Notes to the Performance Report *Continued*
 Christchurch Resettlement Services Incorporated
 For the year ended 30 June 2023

Account	2023	2022
3. Analysis of Assets		
Current Assets		
Bank accounts & cash		
Current Account	200,023	378,784
Savings Account	50,616	50,869
Debit Card	258	3,277
Cash	1,394	340
Parking Coupons	0	167
Total banks accounts & cash	252,291	433,437
Investments		
Term Deposits	527,548	518,412
Debtor & prepayments		
Canterbury DHB	26,631	54,446
English Language Partners	408	0
Ministry of Health	11,572	11,235
Oak Development Trust	552	0
Pegasus Health (Charitable)	0	19,933
Right Service Right Time	1,092	2,162
Safer Mid Canterbury	184	276
Ministry of Business, Innovation & Employment		1,520
In & out Income -Accruals		(1,277)
Total debtor & prepayments	40,439	88,295
Non-current Assets		
Account	2023	2022
4. Analysis of Liabilities		
Current Liabilities		
Creditors and accrual expenses		
Accounts Payable-Suppliers	10,522	(3,422)
Accrual Accounts Payable	92,336	64,017
Total creditors and accrual expenses	102,858	60,595
Employee costs payable		
Holiday pay accruals	98,498	151,118
Total employee costs payable	98,498	151,118
Unused donations and grants		
Christchurch City Council	0	8,294
Ministry of Social Development	180,088	210,966
Pegasus Health (Charitable)	8,703	33,236
Whanau Resilience	34,343	31,585
Canterbury DHB	0	28,400
NZ Lottery	44,392	18,975
Ministry of Health	0	17,400
Battered Women's Trust	26,120	27,100
Rata Foundation	37,357	37,500
Battered Women's Trust - ISR Flexifund	148	1,208
Ministry of Business, Innovation & Employment	6,488	49,902
Comm. Conn. Fund Towards Office Exp.	45,529	47,000
Total unused donations and grants	383,168	511,566
Other Current Liabilities		
GST and Wages deductions Payable	41,731	58,729
Total Other Current Liabilities	41,731	58,729

General

The entity information, statement of service performance, and financial statements are free from material errors and omissions. We believe the effects of uncorrected misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole. The only uncorrected misstatement was an invoice which had not been accounted for in creditors, however the other side of the journal would have been an asset, meaning that net assets was not affected so it was not posted. The amount was immaterial at \$3,283.

Accounting policies

We confirm that we have reviewed the Member's accounting policies and estimation techniques and, having regard to the possible alternative policies and techniques, the accounting policies and estimation techniques selected for use in the preparation of the financial statements are appropriate that present fairly, in all material respects, the Member's particular circumstances.

Fraud

We accept that we are responsible for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting. We also acknowledge our responsibility for the design and implementation of internal control to prevent and detect fraud. We have maintained effective internal control systems during the financial year and the systems have operated to generate accurate and reliable financial information and safeguard assets. We are satisfied that the Board Members and management effectively communicate to staff the processes for identifying and responding to the risk of fraud in the Incorporation.

There have been no irregularities involving management or employees who have a significant role in the accounting and internal control systems or that could have a material effect on the financial statements. There have been no allegations of fraud or suspected fraud affecting the financial statements communicated by any individuals or organisations.

Laws and regulations

We are not aware of any instances of actual or potential breaches of, or non-compliance with, laws and regulations which provide a legal framework within which the Board Members conducts its business, and which are central to the Board Member's ability to conduct its business or that could have a material effect on the financial statements.

We are not aware of any irregularities, or allegations of irregularities, involving management or employees who have a significant role in the accounting and internal control systems, or that could have a material effect on the financial statements.

Contracts and Compliance

Christchurch Resettlement Services Inc has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.

There have been no communications from regulatory agencies concerning non-compliance with or deficiencies in financial reporting practices.

Going Concern

The considered view of the Board Members is that, after making enquiries, they have a reasonable expectation that the Incorporation has adequate resources to be regarded as solvent for at least 12 months beyond the adoption of the financial statements.

The Board Members have reached this conclusion having regard to circumstances which it considers likely to affect the Incorporation during the period of one year from the date of signing this letter and to circumstances which it knows will occur after that date which could affect the validity of the going concern assumptions. The key considerations are set out below:

- Contingencies
- Commitments

Assets and liabilities

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements. In our opinion, on realisation in the ordinary course of the business, the current assets in the statement of financial position are expected to produce no less than the net book amounts at which they are stated. We have made adequate provision for all known and anticipated losses at the date of this letter.

The Incorporation has satisfactory title to all assets and there are no liens or encumbrances on Incorporation's assets, except for those that are disclosed in the Performance Report. We confirm that we have carried out impairment reviews appropriately including where they are not mandatory. We confirm that we have used the appropriate assumptions with those reviews.

We confirm that all significant assumptions made in relation to fair value measurement and disclosures are reasonable and appropriately reflect management's intent and ability to carry out specific courses of action on behalf of the Board Members where relevant to the fair value measurements or disclosures.

We have recorded or disclosed all assets and liabilities both actual and contingent, all commitments, and have disclosed in the notes to the financial statements all guarantees and off-balance sheet arrangements involving third parties.

There are no formal or informal compensating balance arrangements with any of our cash and investment accounts. Except as disclosed in the notes to the financial statements we have no other line of credit arrangements.

Related Parties

We confirm the completeness of the information provided to you regarding the identification of related parties.

The identification of related parties, related party transactions and related amounts receivable or payable including fees, commissions, purchases and sales, loans, transfers, leasing arrangements and guarantees have been properly recorded and disclosed in the financial statements.

Contingent and Other Unrecorded Matters

We have disclosed all obligations in respect of guarantees, on-selling and buy back agreements and all other arrangements, contingent or otherwise, relating to the acquisition or disposal of assets, including investments.

All related party transactions, outstanding balances, both receivable and payable, contingencies and commitments have been properly disclosed in the financial statements and notes to the financial statements.

No claims or notices of litigation have been or are expected to be received.

We are satisfied that any errors that may have been recorded during the course of the audit, and remain unadjusted, are not material.

Subsequent Events


There have been no events subsequent to 30 June 2023 which require adjustment of, or disclosure in the Performance Report other than disclosures already made.

This representation letter has been approved by the Board Members.

Yours faithfully

Christchurch Resettlement Services Inc

Board Member 

Board Member 

Date: 29.09.23

