

Being



Belonging



Becoming



Annual Report 2017/2018

Our Values

Pride in What we Do

A culture of continuous improvement is in place – we are proud to be part of the Brackenridge Team.

Person Centred

Responsive to the person; individualised services and support that recognise the uniqueness of every person.

Passion and Commitment

Creating and maintaining a high performance culture, where people are passionate about what they do.

Partnership

Working successfully together with others, in particular families while valuing each other's contribution.

“My Life, My Way”

People included in their communities, living the life they choose.

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Message from the CEO

Pip Stewart



At Brackenridge, people are our priority, supporting people with intellectual disabilities and autism to create and lead their lives, their way. Fantastic normal everyday lives where people are included as valued members in our community living happy and fulfilling lives. Over the last year we have continued to be inspired by the people we support as they imagine, pursue and achieve their goals and aspirations.

The Disability Support System in New Zealand is embarking on a transformational change journey with the launch of the prototype model in the MidCentral region from 1 October 2018. The Enabling Good Lives approach is led by people with disabilities to better enable people to determine and exercise greater choice and control over their own lives.

Brackenridge is excited about the opportunities a transformed system will enable for people. In the meantime we are strengthening our support practices to better meet people's needs and aspirations both now and in the future. Over the last year we have developed an outcomes framework "Being, Belonging, Becoming" (adapted with thanks from Australia NDS) that will enable improved and more intentional support practices leading to better outcomes for the people we support.

We are strengthening our support practices to better meet people's needs and aspirations.

It is pleasing to note our improved financial result this year. This has enabled us to invest more in front line leadership to provide better support for our support staff which in turn will help better optimise the quality and effectiveness of support practices.

As we look forward to the future with much hope and optimism, I would like to say a very heartfelt thanks to the people we support and their families for choosing Brackenridge as your support service organisation and for your ongoing support and encouragement. Thank you to our support staff, business and administration staff, leaders and managers for their fantastic work, dedication, passion and commitment to improving the lives of others.

And thank you to Jane Cartwright our inspirational Board Chair, our Board Members and our shareholder Canterbury District Health Board. I am very proud of the progress we have made over the last year, there is much to feel very good about and I am very excited about the upcoming year and the future.

Message from the Chair

Jane Cartwright



The past year has seen Brackenridge Services grow in number and complexity as we strive to support the people we work with so that they can 'Be, Belong and Become'. The Board has adopted an outcomes framework focusing on people who use our services 'Being, Belonging and Becoming'. Brackenridge's person centred care aligns with this framework.

Understanding our outcomes assists the Board to prepare for the planned transformation of the Disability Sector and prepare for new funding mechanisms. We recognize that change requires ongoing investment in people, the workforce and facilities so that Brackenridge is responsive. In the next year further investment will be made in systems to enable and empower staff to support clients across the 40 plus separate locations in which we operate.

Brackenridge's financial position is improving after a few challenging years where the lack of comprehensive systems impaired the ability to clearly understand the daily operations and their impact on the financial health of the organisation. Staff have worked hard this year to rectify this situation and replace the previous deficits with a modest but satisfying surplus. The focus on Health and Safety for staff and clients is leading to better wellbeing for all.

I continue to enjoy meeting families, the Family Advisory Group, staff and the people we support. This makes the Board's role meaningful. My thanks to the fellow and past Board Members for their advice, wisdom and energy. We said goodbye to Board Member Graeme McNally in July 2017 and welcomed Steve Wakefield. Steve has considerable experience in information technology, and finance. Toni Gutschlag was replaced by Kate Lopez in June. Kate brings clinical and executive expertise.

Sincere thanks go to Pip Stewart (Chief Executive Officer) and all the staff, for their commitment to ensure Brackenridge is a key provider in the evolving disability sector. A huge thank you also to the Canterbury DHB Chief Executive Officer David Meates and Management Team for their advice over the past 12 months.

In the next year further investment will be made in systems to enable and empower staff to support people with disabilities better.

Being



“It’s not our disabilities which hold us back, it’s society and the way it is designed”

Meet Shawn

A lovable 36-year-old raised in Twizel who flats with three other guys his own age and has a collection of gold medals that he is super proud of.

Shawn competed in the swimming at the Special Olympics last year where he won one gold, one silver, and two bronze. He’s already training and planning to go again in 2021. Shawn also works for a local gardening business five days a week; he loves it so much he started growing one of his own.

By day he may be a gold-medal-winning swimmer with a green thumb, but by night he busts out the turntable and the smoke machine. Shawn’s other love is DJing, he

preps his playlist, sets up all his equipment, and gets the beats going.

Shawn and his flatmates are almost totally independent, with support staff on rotation to help them reach their goals. Shawn has a huge amount of self determination and knows what he wants out of life. He is proud of his achievements so far and where he is at this stage of life.

It is important for Shawn to be in the driving seat of his life and his support staff work with Shawn to achieve this. Consistent communication and person centred planning enables this partnership to work in the best way possible for Shawn.

Shawn has many friends in his community and enjoys chatting about new music, rugby and getting the most out of his garden.

By day he’s a gold-medal-winning swimmer with a green thumb, but by night he busts out the turntable and the smoke machine.

Meet Todd

A vibrant 22-year-old who grew up by the beach in New Brighton and loves to explore, the kind of guy who’s almost always smiling. Growing up he gave his Mum and Dad a hard time because he was always running off to find new things, and a decade later, he hasn’t changed much. He’s super curious and will examine almost every object in a room. He loves his freedom, the feeling of the wind on his face and having lots of room to move.

Activities like running, biking, swinging, climbing, and jumping on the trampoline are right up his alley. Also, lemons. He loves lemons. His flatties and friends often get worried that he’s gone and left them, but he hasn’t really, he’s just hunting down a local lemon tree.

Todd can’t speak, so he uses a collection of objects to represent important activities in his fun-loving life.

Todd’s parents are not only delighted with his growth but feel their relationship with Todd is far more positive and relaxed. Todd knows what is happening in his day, which gives him choices and allows him to engage in activities he enjoys at a level suitable for him.

Todd can’t speak, so he uses a collection of objects to represent important activities in his fun-loving life.



Belonging

Meet Jesse

A social 26-year-old born in Timaru with a cheeky humour and a strong sense of determination. Jesse was born with cerebral palsy, but he has never let it stop him. He communicates with his dynavox computer, moving a cursor with his knee.

Jesse's been with Brackenridge since he was just four years old, and with their support, he's reaching new heights – literally. Jesse's already been skydiving, and he has a dream to one day go to space. He's super social and loves hanging with his mates, and like every other 26-year-old, he spends his spare time watching YouTube and chatting with his friends on Facebook. He's planning to switch up his lifestyle and move into a different home, but that's not his only goal.

He's working on improving his written English skills and he wants to get out of the house to outdoor activities and events.

Jesse has a part time job at 0800 Hungry and is a valuable member of the team. He enjoys the banter with his work colleagues and has a strong work ethic that matches his strong sense of humor and fun.

Whether Jesse is at work packing boxes, or cracking a joke or even doing his daily chores, you can tell he has a strong sense of mana about his life and where he's going.



Becoming



"We want the same things out of life, love, friendship, a job & goals"

- 0800 Hungry work colleague



Our Services

Brackenridge is committed to the principles of Enabling Good Lives. We recognise that what we do is driven by the aspirations and support needs of individuals who choose to have us as part of their life.



Community Residential

We provide a range of support services for people with disabilities and or autism in 40 homes across Canterbury.

We currently support 209 people through our residential and respite services.

Type of Service



Young People Service

We offer support and specialist services for young people living in accommodation services offering a range of living experiences, and including the opportunity to participate in school holiday programme options.

Our community connections enable the people we support to explore work experience and training opportunities.

32% of the people we support are aged 20 to 29

Age of people we support



Respite Service



Community Respite

We offer support in three homes for young people, adults and their family who require specialist respite support services.

We supported 62 people through our Community Respite service throughout 2018, which was an increase from 2017 where we supported 43 people.

Gender of people we support



Community Choices

Brackenridge offers support for people to access Day and Vocational activities through individualised programmes that are community orientated and include microenterprises.

We support people to engage in activities of their choosing, that support their interests and that align to their goals in life.

Statement of Accounting Policies

For the year ended 30 June 2018

Reporting Entity

Brackenridge Services Limited (Brackenridge) is a registered company in New Zealand. Brackenridge is a Crown entity in terms of the Crown Entities Act 2004. Brackenridge is a registered charity and has met the reporting requirements of the Charities Act 2005.

Brackenridge is wholly owned by Canterbury DHB, which in turn is owned on behalf of the Crown, by two shareholding Ministers, the Minister of Health and the Minister of Finance. Brackenridge has designated it-self as a public benefit entity (PBE) for financial reporting purposes.

The financial statements of Brackenridge are for the year ended 30 June 2018 and were authorised for issue by the Board on 10 December 2018.

Principal Activity

Our Mission Statement is to provide a quality service, which maximises the potential, and enhances the quality of life for each resident. The principal activity of Brackenridge is the operation of residential accommodation for intellectually disabled persons in order to provide on-going care to these persons. Brackenridge does not operate to make a financial return.

Basis of Preparation

The financial statements have been prepared in accordance with Tier 1 PBE accounting standards which comply with the New Zealand generally accepted accounting practices (NZ GAAP).

The financial statements are prepared on a going concern basis, and the accounting policies have been applied consistently throughout the year.

Changes in Accounting Policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

Measurement Basis

The financial statements are prepared under the historical cost convention.

Functional and Presentation Currency

The financial statements are presented in New Zealand dollars (NZD), rounded to the nearest thousand dollars. The functional currency of Brackenridge is NZD.

Critical Accounting Estimates and Assumptions

The preparation of financial statements in conformity with International Public Sector Accounting Standards (IPSAS) requires management to make judgments, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, revenue and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments about carrying values of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions may differ from the actual results. The estimates and underlying assumptions are reviewed on an ongoing basis.

Management has exercised the following critical judgments in applying Brackenridge's accounting policies for the period ended 30 June 2018.

Lease Classification

Determining whether a lease agreement is a finance or an operating lease requires judgement as to whether the agreement transfers substantially all the risks and rewards of ownership to Brackenridge.

Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant and equipment, whereas for an operating lease no such asset is recognised.

Brackenridge has exercised its judgement on the appropriate classification of its leases and, has determined all lease arrangements are operating leases.

Refurbishment Provision

Brackenridge has a Refurbishment Provision in regard to its legal obligation to Housing New Zealand Corporation to keep the premises at 150 Maddisons Road in the same condition that they were in at the start of their lease in December 1999.

The estimates and associated assumptions for the Refurbishment Provision are based on historical experience and various other factors that are believed to be reasonable under the circumstances. Refer to the provisions policy for more information on how the provision is calculated.

Property, Plant and Equipment useful lives and residual values

At each balance date, Brackenridge reviews the useful life and residual values of its property, plant and equipment. Assessing the appropriateness of useful life and residual value estimates of property, plant and equipment requires Brackenridge to consider a number of factors such as the physical condition of the asset, expected period of use of the asset by Brackenridge, and expected disposal proceeds from the future sale of the assets.

An incorrect estimate of the useful life or residual value will impact on the depreciation expenses recognised in surplus or deficit, and carrying amount of the asset in the statement of financial position. Brackenridge minimises the risk of this estimation uncertainty by:

- Physical inspection of assets
- Asset replacement programmes
- Review of second hand market prices for similar assets
- Analysis of prior asset sales

Long Service Leave

The present value of the long service leave and provision for sick leave obligations is dependent on a number of factors that are determined on an actuarial basis using a number of assumptions. Two key assumptions used in calculating these liabilities included the discount rate and salary inflation factor. Any change in these assumptions will impact on the carrying amount of the liabilities and sick leave.

Budget Figures

The budgets for Brackenridge are those approved by the Board of Brackenridge and are included in the Annual Plan. The budget figures have been prepared in accordance with accounting standards and are consistent with those adopted by Brackenridge for the preparation of these financial statements.

Parent Company Policies

These policies are also consistent with the accounting policies adopted by the Parent, the Canterbury DHB for the preparation of its financial statements.

SIGNIFICANT ACCOUNTING POLICIES

The following particular accounting policies, which materially affect the measurement of results and financial position, have been applied:

Financial Instruments

In January 2017, the XRB issues PBE IFRS 9 Financial Instruments PBE IFRS 9 replaces PBE IPSAS 29 Financial Instruments: Recognition and Measurement. PBE IFRS 9 is effective for annual periods beginning on or after 1 January 2021, with early application permitted. The main changes under PBE IFRS 9 are:

- New financial asset classification requirements for determining whether an asset is measured at fair value or amortised cost.
- A new impairment model for financial assets based on expected losses, which may result in the earlier recognition of impairment losses.

The Treasury has decided that the Financial Statements of the Government and Canterbury DHB will early adopt PE IFRS 9 for the 30 June 2019 financial year. Brackenridge will also adopt PBE IFRS 9 for the 30 June 2019 financial year to be consistent with Crown's accounting policy for financial instruments. Brackenridge has not yet assessed in detail the impact of the new standard. Based on an initial assessment, Brackenridge anticipates that the standard will not have a material effect on the Brackenridge's financial statements.

Property, Plant and Equipment

The major classes of property, plant and equipment are depreciated on a straight-line basis at the following rates:

Class of Asset	Estimated Life	Depreciation Rate
Plant and Equipment	3–20 years	5-33%
Motor Vehicles	5 years	20%

Work in progress is recognised at cost less impairment and is not depreciated. The total cost of a project is transferred to the appropriate class of asset on its completion and then depreciated.

All fixed assets are recorded at the cost at which they were purchased. Cost includes all appropriate costs of acquisition and installation including materials, labour, direct overheads and transport costs. Fixed assets are stated at cost, determined as stated above, less disposals, impairment losses and depreciation.

Additions

The cost of an item of property, plant and equipment is recognised as an asset if it is probable that future economic benefits or service potential associated with the item will flow to Brackenridge and the cost of the item can be measured reliably.

Disposals

Where an item of plant and equipment is disposed of, the gain or loss is recognised in the surplus or deficit. It is calculated as the difference between the sale price and the carrying amount of the asset.

Subsequent Costs

Subsequent costs are added to the carrying amount of an item of property, plant and equipment when that cost is incurred if it is probable that the service potential or future economic benefits embodied within the new item will flow to Brackenridge. All other costs are recognised in the surplus or deficit when incurred.

Donated Assets

Where a physical asset is gifted to or acquired by Brackenridge for nil consideration or at a subsidised cost, the asset is recognised at fair value and the difference between the consideration provided and fair value of the asset is recognised as revenue. Such assets are recognised as income when control over the assets is obtained.

Impairment

The carrying amounts of Brackenridge's assets are reviewed at each balance date to determine whether there is any indication of impairment. If any such indication exists, the assets' recoverable amounts are estimated. If the estimated recoverable amount of an asset is less than its carrying amount, the asset is written down to its estimated recoverable amount and an impairment loss is recognised in the surplus or deficit.

Estimated recoverable amount of other assets is the greater of their fair value less costs to sell and value in use. The value in use is the depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where Brackenridge would, if deprived of the asset, replace its remaining future economic benefits or service potential.

Impairment losses are reversed when there is a change in the estimates to determine the recoverable amount. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised.

Intangible Assets

Expenditure on software development activities, resulting in new or substantially improved software and processes, is capitalised if the product or process is technically and operationally feasible and Brackenridge has sufficient resources to complete development. The expenditure capitalised includes the cost of materials, direct labour and an appropriate proportion of overheads. Staff training and other costs associated with maintaining computer software are recognised as an expense when incurred. Capitalised development expenditure is stated at cost less accumulated amortisation and impairment losses.

Amortisation

Amortisation is charged to the surplus or deficit on a straight-line basis over the estimated useful lives of intangible assets with finite lives. Such intangible assets are amortised from the date they are available for use. The estimated useful lives are as follows:

Type of asset	Estimated Life	Amortisation Rate
Software	2-5 years	20%-50%

Bank Term Deposits

Investments in bank term deposits are measured at the amount invested.

Cash and Cash Equivalents

Cash and cash equivalents comprises cash balances, call deposits and deposits with a maturity of no more than three months from the date of acquisition.

Trade and Other Receivables

Trade and other receivables are non-interest bearing and receipt is normally within 30-day terms. Therefore, the carrying value of receivables approximates their fair value. Trade and other receivables are subsequently stated at amortised cost less any provision for impairment. Bad debts are written off during the period in which they are identified. A receivable is considered impaired when there is evidence that Brackenridge will not be able to collect the amount due. The amount of the impairment is the difference between the carrying amount of the receivable and the present value of the amounts expected to be collected.

The estimated recoverable amount of receivables carried at amortised cost is calculated as the present value of estimated future cash flows, discounted at their original effective interest rate. Receivables with a short duration are not discounted.

Investments

The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investment at initial recognition and re-evaluates this designation at every reporting date.

Brackenridge classifies its investments (term deposits) as loans and receivables and they are measured at amortised cost using the effective interest method, less any provision for impairment.

Employee Entitlements

Presentation of employee entitlements

Non vested long service leave and provisions for future retirement gratuities are classified as non-current liabilities; all other employee entitlements are classified as current liabilities.

Annual Leave

Annual leave are short-term obligations and are measured at undiscounted nominal values based on accrued entitlements at current rates for pay.

Sick Leave

The sick leave amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date to the extent Brackenridge anticipates it will be used by staff to cover those future absences.

Long Service Leave

Long service leave is an obligation by Brackenridge to give employees an extra week of leave after 10 years of service.

Brackenridge's net long service leave is the amount of future benefit that employees have earned in return for their service in the current and prior periods. The obligation is calculated using the projected unit credit method including a salary inflation and is discounted to its present value. The discount rate is the market yield on relevant New Zealand government bonds at the year-end date. The salary inflation factor has been

determined after considering historical salary inflation patterns and future movements.

Provisions

A provision is recognised when Brackenridge has a present legal or constructive obligation as a result of a past event and it is probable that expenditures will be required to settle the obligation.

Brackenridge has a Refurbishment Provision in regard to its legal obligation to Housing New Zealand Corporation to keep the premises at 150 Maddisons Road in the same condition that they were in at the start of their lease in December 1999.

The amount of the Refurbishment Provision is recognised to be the best estimate of the expenditure required to settle the present obligation at the balance sheet date.

Trade and other payables

Trade and other payables are non-interest bearing and are normally settled within 50 days, therefore the carrying value of trade and other payables approximates their fair value.

Revenue from Contracts for Services

The revenue recognition approach from contracts for services depends on the contract terms. Those contracts where the amount of the revenue is substantively linked to the provision of the quantifiable units of the service are treated as exchange contracts and revenue is recognised as Brackenridge provides the services. For example, revenue received from the Ministry of Health, Ministry of Social Development (Work and Income and Ministry for Children Oranga Tamariki) and Accident Compensation Corporation for the provision of residential services which are funded on a per day basis as well as other funding received from the Ministry of Health for the provision of day programmes, respite care and sleepover allowances.

Other contracts are treated as non-exchange and the total funding receivable under the contract is recognised as revenue immediately, unless there are substantive conditions, revenue is recognised when the conditions are satisfied. A condition could include the requirement to provide services to the satisfaction of the funder to receive or retain funding. Revenue for future periods is not recognised when the contract contains substantive termination provisions for failure to comply with the service requirements of the contract. Conditions and termination provisions need to be substantive, which is assessed by considering factors such as the past practice of the funder. Judgment is often required in determining the timing of revenue recognition for contracts that span a balance date and multi-year funding arrangements.

There are no significant non-exchange contracts in the current financial year and in the previous financial year.

Interest

Interest income is recognised using the effective interest method. Interest income on an impaired financial asset is recognised using the original interest rate.

One-off Contributions

Significant one off contributions may be received from time to time. Such contributions are clearly identifiable in the financial statements, to differentiate them from normal ongoing operating income.

The revenue recognition approach for one-off contributions depends on the contract terms. Those contracts where the amount of the revenue is substantively linked to the provision of the quantifiable units of the service are treated as exchange contracts and revenue is recognised as Brackenridge provides the services.

Goods and Services Tax

The financial statements have been prepared exclusive of goods and services tax (GST) with the exception of receivables and payables, which are stated with GST included. Where GST is irrecoverable as an input tax then it is recognised as part of the related asset or expense.

The net GST paid to, or received from Inland Revenue, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed as exclusive of GST.

Taxation

The IRD has acknowledged that the Constitution of Brackenridge establishes the company in such a way that it meets the requirements to be recognised as a charitable trust and is thus exempt from income tax.

Operating Lease Payments

Payments made under operating leases are recognised in the surplus/ (deficit) on a straight- line basis over the term of the lease. Lease incentives received are recognised in the surplus /deficit) over the lease term as an integral part of the total lease expense.

Current Account with Canterbury DHB

Brackenridge's payroll, invoices, and other transactions were processed by Canterbury DHB unit February 2015. Until June 2017, Canterbury DHB continued to pay GST on behalf of Brackenridge. These transactions were recognised in the Canterbury DHB Advance account. No interest has been charged by the Canterbury DHB on this account during the financial year.

Statement of Comprehensive Revenue and Expense

for the year ended 30 June 2018

	Note	Actual 2018 \$'000	Actual 2017 \$'000
Revenue			
Ministry of Health revenue		16,625	15,245
Patient related revenue	1	1,155	1,124
Other revenue	2	2,377	1,616
Interest revenue		26	17
Total Revenue		20,183	18,002
Expenditure			
Employee benefits expense	3	16,378	14,288
Treatment related cost		43	130
Food consumables		656	688
Other Expenses		1,456	1,302
Repairs and Maintenance		363	540
Rental/leases		1,004	1,003
Depreciation and Amortisation	10, 11	166	160
Total expenses		20,066	18,111
Surplus/(Deficit)		117	(109)
Other comprehensive revenue and expense			
Total comprehensive surplus/ (loss)		117	(109)

The accompanying accounting policies and notes form part of these financial statements

Statement of Changes in Equity

for the year ended 30 June 2018

	Note	Actual 2018 \$'000	Actual 2017 \$'000
Total equity at beginning of the year		677	786
Total comprehensive surplus/(loss)		117	(109)
Total equity at 30 June	4	794	677

Statement of Financial Position

As at 30 June 2018

	Note	Actual 2018 \$'000	Actual 2017 \$'000
Equity			
Retained earnings	4	794	676
Total equity		794	676
Current assets			
Cash and cash equivalents	5	1,135	960
Short term investments	6	750	750
Trade and other receivables	7	1,164	995
Total current assets		3,049	2,705
Current liabilities			
Trade and other payables	9	558	521
Employee benefits	3	2,060	1,675
Current account with Canterbury DHB	8	-	125
Total current liabilities		2,618	2,321
Net working capital		431	384
Non-current assets			
Property, plant and equipment	10	598	480
Intangible assets	11	20	34
Total non-current assets		618	514
Non-current liabilities			
Provisions	12	256	222
Total non-current liabilities		256	222
Net assets		794	676

Statement of Cash Flows

For the year ended 30 June 2018

	Notes	Actual 2018 \$'000	Actual 2017 \$'000
Cash flow from Operating Activities			
Cash was provided from:			
Revenue		19,980	18,262
Interest Received		26	17
Cash was applied to:			
Payments to employees		(15,993)	(14,242)
Payments to suppliers		(3,451)	(3,501)
Interest Paid		-	-
Net Cash Inflow/(Outflow) from Operating Activities	13	562	536
Cash flow from Investing Activities			
Cash was provided from:			
Receipts from investments		750	1,250
Cash was applied to:			
Purchase of plant and equipment		(262)	(162)
Purchase of investments		(750)	(1,500)
Net Cash Inflow/(Outflow) from Investing Activities		(262)	(412)
Cash flow from Financing Activities			
Cash was provided to:			
Current Account with Canterbury DHB		(125)	(473)
Net Cash Inflow/(Outflow) from Financing Activities		(125)	(473)
Overall Increase/(decrease) in cash held			
Opening cash and cash equivalent		960	1,309
Closing Cash and Cash Equivalent		1,135	960

Note: The accompanying accounting policies and notes form part of these financial statements.

Notes to and forming part of the Financial Statements

For the year ended 30 June 2018

1 Patient Related Revenue

	2018 \$'000	2017 \$'000
WINZ Revenue	1,155	1,124
Total Patient Related Revenue	1,155	1,124

2 Other Revenue

	2018 \$'000	2017 \$'000
Profit/(loss) on sale of fixed asset	5	10
Donations	1	-
Other Revenue	25	27
Revenue from other Crown entities	2,346	1,579
Total Other revenue	2,377	1,616

3 Employee Benefits

	2018 \$'000	2017 \$'000
Wages and salaries	15,938	14,187
Increase/ (decrease) in provision	384	46
Directors Fees	56	55
	16,378	14,288
Current portion of employee benefits		
Annual leave	860	705
ACC	50	37
Sick leave	166	120
Accrued Wages, PAYE, Long Service Leave, Lieu Days	984	813
Total current portion of employee benefits	2,060	1,675

4 Retained Earnings

	2018 \$'000	2017 \$'000
Retained earnings		
Opening Balance	676	785
Net Surplus/(Deficit) for the year	117	(109)
Closing Balance	794	676
Total equity	794	676

5 Cash and Cash Equivalents

	2018 \$'000	2017 \$'000
Cash and Bank	1,135	960
Total cash and cash equivalents	1,135	960

6 Short Term Investments

	2018 \$'000	2017 \$'000
Term deposits	750	750
Total short term deposits	750	750

7 Trade and Other Receivables

	2018 \$'000	2017 \$'000
Trade Debtors	1,093	933
Prepayments	43	36
Other Debtors	29	26
Total trade and other receivables	1,165	995

Movements in the provision for impairment of receivables	2018 \$'000	2017 \$'000
Balance at 1 July	4	143
Additional provisions made during the year	2	0
Receivables written-off during period	(1)	(139)
Balance at 30 June	5	4

* Note: All amounts represent exchange transactions.

	2018 \$'000			2017 \$'000		
	Gross	Impairment	Net	Gross	Impairment	Net
Current	1,030	0	1,030	873	0	873
1-30 days	64	0	64	25	0	25
31-60 days	1	1	0	2	0	2
61-90 days	2	2	0	6	3	3
>91 days	1	1	0	30	1	30
Total	1,098	5	1,093	936	4	933

8 Shareholder's Current Account

	2018 \$'000	2017 \$'000
Shareholder's current account debtor/(creditor)	0	(125)

9 Trade and Other Payables

	2018 \$'000	2017 \$'000
Trade Payables*	405	325
Revenue in advance	153	196
	558	521

* Note: All amounts represent exchange transactions

10 Property Plant and Equipment

2018 Class of Asset	Forest Park \$'000	Plant & Equipment \$'000	Motor Vehicles \$'000	Work in Progress \$'000	Total Assets \$'000
Cost					
Balance at 1 July 2017	285	1,256	868	13	2,422
Additions	0	113	134	22	269
Disposals/Transfers	0	(18)	(165)	(13)	(196)
Total Cost June 2018	285	1,351	837	22	2,495
Depreciation & Impairment					
Balance at 1 July 2017	285	919	738	0	1,942
Depreciation Charge for Year	0	75	60	0	135
Disposals/Transfers	0	(16)	(165)	0	(181)
Depreciation Balance June 2018	285	978	633	0	1,896
Carrying Amount 30 June 2018	0	373	204	22	599

2017 Class of Asset	Forest Park \$'000	Plant & Equipment \$'000	Motor Vehicles \$'000	Work in Progress \$'000	Total Assets \$'000
Cost					
Balance at 1 July 2016	285	1,494	902	0	2,681
Additions	0	82	58	13	153
Disposals/Transfers	0	(320)	(92)	0	(412)
Total Cost June 2017	285	1,256	868	13	2,422
Depreciation & Impairment					
Balance at 1 July 2016	285	1,175	773	0	2,232
Depreciation Charge for Year	0	61	60	0	121
Disposals/Transfers	0	(317)	(93)	0	(410)
Depreciation Balance June 2017	285	919	738	0	1,942
Carrying Amount 30 June 2017	0	337	130	13	480

11 Intangible Assets

	2018 \$'000	2017 \$'000
Software Cost		
Opening Balance	107	132
Additions	16	18
Disposals/ Transfers	0	(43)
Closing Balance	123	107
Amortisation		
Opening balance	(73)	(35)
Amortisation charge for the year	(31)	(39)
Disposal /Transfers	0	1
Closing Balance	(104)	(73)
Carrying amounts	19	34

12 Refurbishment Provision

	2018 \$'000	2017 \$'000
Opening Balance	222	227
Additional provision made during the year	112	72
Amount of provision used during the year	(78)	(77)
Closing balance	256	222

13 Reconciliation of Net Surplus/(Deficit) for the Year with Net Cash Flows from Operating Activities

	2018 \$'000	2017 \$'000
Reported Net (Deficit)/Surplus	117	(109)
Add back non-cash items:		
Depreciation and amortisation	166	160
(Profit)/Loss of sale of assets	2	0
Capital WIP Opening Balance write-offs	0	34
	286	85

Movements in working capital:

	2018	2017
(Increase)/Decrease in receivables and prepayments	(170)	92
(Increase)/Decrease in Capital WIP Balance	(9)	-
Increase/(Decrease) in payables and accruals	80	133
Increase/(Decrease) in Revenue in advance	(43)	185
Increase/(Decrease) in staff entitlements	385	46
Increase/(Decrease) in provisions	32	(5)
Net cash (outflow)/inflow from operating activities	561	536

14 Residents' Trust Account

Residents' Trust Account comprises bank balances totalling \$634,976 as at 30 June 2018 (30 June 2017, \$595,349). The Canterbury DHB holds these funds on behalf of the residents to provide security and professional management. These funds are not included in the statement of financial position and are held in a separate bank account administered by the Canterbury DHB and not combined with Brackenridge funds.

15 Commitments

	2018 \$'000	2017 \$'000
Operating lease commitments	1,633	2,206
Total commitments	1,633	2,206
Term classification of commitments		
Less than one year	802	821
One to two years	535	539
Two to five years	176	487
Over five years	120	359
Total Commitments	1,633	2,206

16 Contingencies

Contingent assets

There are no contingent assets.

Contingent liabilities

There are no contingent liabilities.

17 Transactions with Related Parties

During the financial year the company had the following transactions with related parties:

	2018 \$'000	2017 \$'000
Internal Audit, Insurance and other Corporate Services	60	60
Interest received from/(paid to) Canterbury DHB	0	0
Canterbury DHB current account balance	0	(125)

There have been no outstanding related party amounts written off for the 2018 financial Year (2017: nil). Brackenridge is mainly funded by the Ministry of Health. The Ministry of Health significantly influences the role of Brackenridge as its major source of revenue. Brackenridge is 100% owned by Canterbury DHB.

Brackenridge enters into transactions with government departments, state-owned enterprises and other Crown entities. Those transactions that occur with a normal supplier or client relationship on terms and conditions no more or less favourable than those which it is reasonable to expect Brackenridge would have adopted if dealing with an entity at arm's length in the same circumstances have not been disclosed as related party transactions.

18 Key Management Personnel Compensation

Key Management personnel include the Chief Executive Officer, other Senior Management and Directors. Compensation paid or credited to all senior personnel in management roles during the year is as follows:

	2018 \$'000	2017 \$'000
Salaries and other short term benefits	598	563
Termination payments	0	0
Total key management personnel compensation	598	563

19 Financial Instruments

Categories of financial assets and liabilities.

	2018 \$'000	2017 \$'000
Financial Assets		
Loans and receivables		
Cash and cash equivalents	1,135	960
Trade and other receivables	1,122	959
Investments	750	750
Total due less than one year	3,007	2,669
Total loans and receivables	3,007	2,669
Financial Liabilities		
Creditors and payables at amortised cost		
Trade and other payables	405	325
Current account with Canterbury DHB	0	125
Total due less than one year	405	450
Total financial liabilities at amortised cost	405	450

Liquidity Risk

Liquidity risk is the risk that Brackenridge will encounter difficulty raising liquid funds to meet commitments as they fall due. In meeting its liquidity requirements, the company maintains a target level of term deposits that must mature within the next 12 months. All term deposits are currently between 60 and on 181 days.

Credit Risk

Financial instruments, which potentially subject Brackenridge to credit risk, principally consist of bank balances, short term deposits and accounts receivable.

Concentrations of risk with respect to accounts receivable are high due to the reliance on the ministry of Health and Oranga Tamariki. This accounts for 80% (2017: 81%) of year end trade and receivables.

However, they are both high credit quality entities being Government funded purchasers of health and disability support services.

Cash is held with finance institutions that have a Standard and Poors rating of 'AA-' or better. The maximum exposure to credit risk at balance date is the carrying amount of each financial asset.

Interest Rate Risk

Cash and cash equivalents and short term deposits totalling \$1,884,000 (2017: \$1,710,000) are subject to interest rate risk. Term deposits are at fixed interest rates, cash at bank of \$282,000 (2017: \$957,000) is at floating rates.

	2018 \$000		2017 \$000	
Interest Rate Risk	-100bps	+100bps	-100bps	+100bps
	Surplus	Surplus	Surplus	Surplus
Cash and Cash Equivalents	(13)	13	(7)	7

The interest rate sensitivity is based on a reasonable possible movement in interest rates, with all other variables held constant, measured as a basis points (bps) movement. For example, a decrease in 100 bps is equivalent to a decrease in interest rates of 1%.

Fair Values of Financial Instruments

Financial instruments recorded in the financial statements have been recorded at their fair value.

The fair value of financial instruments is equivalent to the carrying amount as stated in the statement of financial position.

20 Capital Management

Brackenridge's capital is its equity, which comprises share capital and accumulated funds. Equity is presented by net assets.

Brackenridge is subject to the financial management and accountability provisions of the Crown Entities Act 2004, which impose restrictions in relation to borrowings, acquisitions of securities, issuing guarantees and indemnities and the use of derivatives.

Brackenridge manages its equity as a by-product of prudently managing revenues, expenses, assets, liabilities, investments and general financial dealings to ensure that Brackenridge effectively achieves its objectives and purpose whilst remaining a going concern.

21 Subsequent Events

There were no events after 30 June 2018 which could have a material impact on the information in Brackenridge's financial statements.

However, there were two events identified below, both of which do not have any material impact on the financial statements.

In the lease for the Maddisons Road Estate with Housing New Zealand, Brackenridge is responsible for all outgoings including CCC rates. Due to an invoicing error, both Brackenridge Services Limited and Housing New Zealand have been paying rates for the property intermittently. There has been no overpayments and Housing New Zealand has incorrectly paid on Brackenridge's behalf. Housing New Zealand has given advice in October 2018 to recover the sum of \$40,682. This will be recognised as an expense in the 2018/19 financial year. (2017: Nil).

As part of the Care and Support Workers (Pay Equity) Settlement Act 2017, Brackenridge Services Limited receives revenue from its funders to cover the increase in employee benefit expense. The process for recovering these costs will end September 2018. Due to an error from the Ministry of Health pay equity team, it is likely Brackenridge will receive a significantly larger amount than initially budgeted. This amount has been estimated at \$139,000 and will be recognised in the 2018/19 financial year as revenue. (2017: Nil).

Statement of Responsibility

For the year ended 30 June 2018

The Board and management of Brackenridge Services Limited accept responsibility for the preparation of the annual financial statements and the judgement used in the preparation; and

The Board and management of Brackenridge Services Limited accept responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting; and

In the opinion of the Board and Management of Brackenridge Services Limited, the annual financial statements for the year ended 30 June 2018 fairly reflect the financial position and operations of Brackenridge Services Limited.

For and on behalf of the Board



Jane Capwright
Chair
10 December 2018



Steve Wakefield
Director
10 December 2018

Independent Auditors Report

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

Independent Auditor's Report

To the readers of Brackenridge Services Limited's financial statements for the year ended 30 June 2018

The Auditor-General is the auditor of Brackenridge Services Limited (the company). The Auditor-General has appointed me, Julian Tan, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements of the company on his behalf.

Opinion

We have audited:

- the financial statements of the company on pages 6 to 15, that comprise the statement of financial position as at 30 June 2018, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion:

- the financial statements of the company on pages 9 to 10:
 - present fairly, in all material respects:
 - its financial position as at 30 June 2018; and
 - its financial performance and cash flows for the year then ended; and
 - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Reporting Standards.

Our audit of the financial statements was completed on 10 December 2018. This is the date at which our opinion is expressed.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board of Directors for the financial statements

The Board of Directors is responsible on behalf of the company for preparing financial statements that are fairly presented and comply with generally accepted accounting practice in New Zealand.

The Board of Directors is responsible for such internal control as they determine is necessary to enable them to prepare financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Board of Directors is responsible on behalf of the company for assessing the company's ability to continue as a going concern. The Board of Directors is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to liquidate the company or there is no realistic alternative but to do so.

The Board's responsibilities arise from the Charities Act 2005.

Responsibilities of the auditor for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.

- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast a significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other information

The Board of Directors is responsible for the other information. The other information comprises the information included on pages 1 to 5 and page 18, but does not include the financial statements, and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, 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.

Independence

We are independent of the company in accordance with the independence requirements of the Auditor General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the company.



Julian Tan
Audit New Zealand
On behalf of the Auditor-General
Christchurch, New Zealand

Statutory Disclosures

As at 30 June 2018

1 Directors' Interest

The Directors have declared the following interest:

Jane Cartwright

- Nurse Maude Association – Deputy Chair
- Ara Institute – Council Member
- Ara Foundation – Trustee
- NZ Health Practitioners Disciplinary Tribunal – Member

Kath Fox

- Canterbury Medical Research Foundation – Deputy Chair
- Mercy Hospital Dunedin Limited – Director
- Hohepa Homes Trust Board – Director
- St John South Island Region Board – Board Member

Paula Rose

- Broadcasting Standards Authority – Member
- New Zealand Parole Board – Member
- St John South Island Regional Trust Board – Board Member
- Worksafe New Zealand – Board Member
- Social Workers Registration Board – Member
- Transport Accident Investigation Commission – Commissioner

Steve Wakefield

- Canterbury Angel Investors Association – Founding Member and Director
- Canterbury DHB, Quality Finance Audit and Risk Committee – Committee Member
- Canterbury DHB, Facilities Committee – Committee Member
- Carolina Rental Homes Limited – Director, Shareholder
- Church Property Trustees of Anglican Diocese of Christchurch – Trustee
- Croplog Limited – Director, Shareholder
- Deloitte Limited – Former Partner
- EVNEX Limited – Director, Shareholder
- Foodstuffs South Island Cooperative Limited – Independent Director
- Foodstuffs S.I. Properties Ltd – Director
- Greater Christchurch Schools Network Trust
- Innovative Software Limited – Director, Shareholder
- INOV8 Limited – Director
- MenuMate Limited, MetLifeCare Limited, Syft Limited, MastaPlex Limited – Shareholder
- Murdoch Manufacturing Ltd – Director
- Nutrient Rescue Limited – Director, Shareholder
- NZ Credit Union South – Board Member

- NZ Health Innovation Hub Limited – Director
- Pegasus Health – Independent Chair, Health One Programme – Steering Committee
- Ravenscar Trust – Chairman
- RHOAD Limited – Director
- St Barnabas Fendalton Parish – Vestry Member and Synod Representative
- St Barnabas Fendalton Trust – Trustee
- Steve Wakefield Services Limited – Director, Shareholder
- The Taurus Trust – Trustee
- The Court Theatre Trust – Citizens' Trustee
- Townsend Fields Limited – Director
- University of Canterbury – Council Member
- Wakefield Holdings Limited – Director

Kate Lopez

- Canterbury Clinical Network (CCN) Alliance Leadership Team – Member
- CCN Community Services Service Level Alliance – Member
- Lopez Consulting Limited – Director
- Ministry of Health Palliative Care Advisory Panel – Chair
- Older People (Population Health), Canterbury and West Coast District Health Boards (*on leave from position to Feb 2019*) – Nursing Director
- South Island Nurse Executives of New Zealand – Associate member
- The Health Roundtable – Relationships Manager (New Zealand)

2 Directors' Loans

There were no loans made by the company to Directors during the year.

3 Directors' Insurance

Canterbury DHB has arranged policies of Directors' Liability Insurance, which ensure that Directors will incur no monetary loss as a result.

4 Remuneration and Other Benefits to Directors

No director of the company has received or become entitled to receive any benefit other than the benefits included in the total emoluments and remuneration, as shown below.

Jane Cartwright	\$21,866
Kath Fox	\$10,933
Paula Rose	\$10,933
Steve Wakefield	\$7,428
Graeme McNally (for 2017)	\$1,426
Toni Gutschlag	n/a
Kate Lopez	n/a

5 Employee Remuneration

The number of employees who received remuneration and other benefits for the year totalling more than \$100,000 were as follows:

	2018	2017
\$120,000 to \$140,000	2	2
\$170,000 to \$190,000	1	1

6 Payments in Respect of Termination of Employment

During the year, the company made a payment of \$6,000 to a former employee in respect of termination of employment with Brackenridge (2017 Nil).

During the year a provision was made for a \$5,000 payment to a former employee in respect of termination of employment with Brackenridge (2017: \$6,000).

7 Use of Company Information by Directors

There were no notices from Directors requesting to use company information received in their capacity as directors, which would not otherwise be available to them.

8 Donations

Donations made during the year were \$1,200 (2017 \$340).

9 Dividends

The Directors recommend that no dividend be paid (2017 nil).

10 Disclosures and Statements

Board Members

Jane Cartwright – Chair
Kath Fox
Paula Rose
Steve Wakefield
Kate Lopez

Chief Executive

Pip Stewart

11 Registered Office

32 Oxford Terrace, Christchurch 8011, New Zealand.

12 Address for Service

128 Wrights Road, Middleton, Christchurch 8024.



People with disabilities being equal citizens, **belonging** to their communities, and **becoming** more able to live the life they choose.



Brackenridge Services Limited

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