

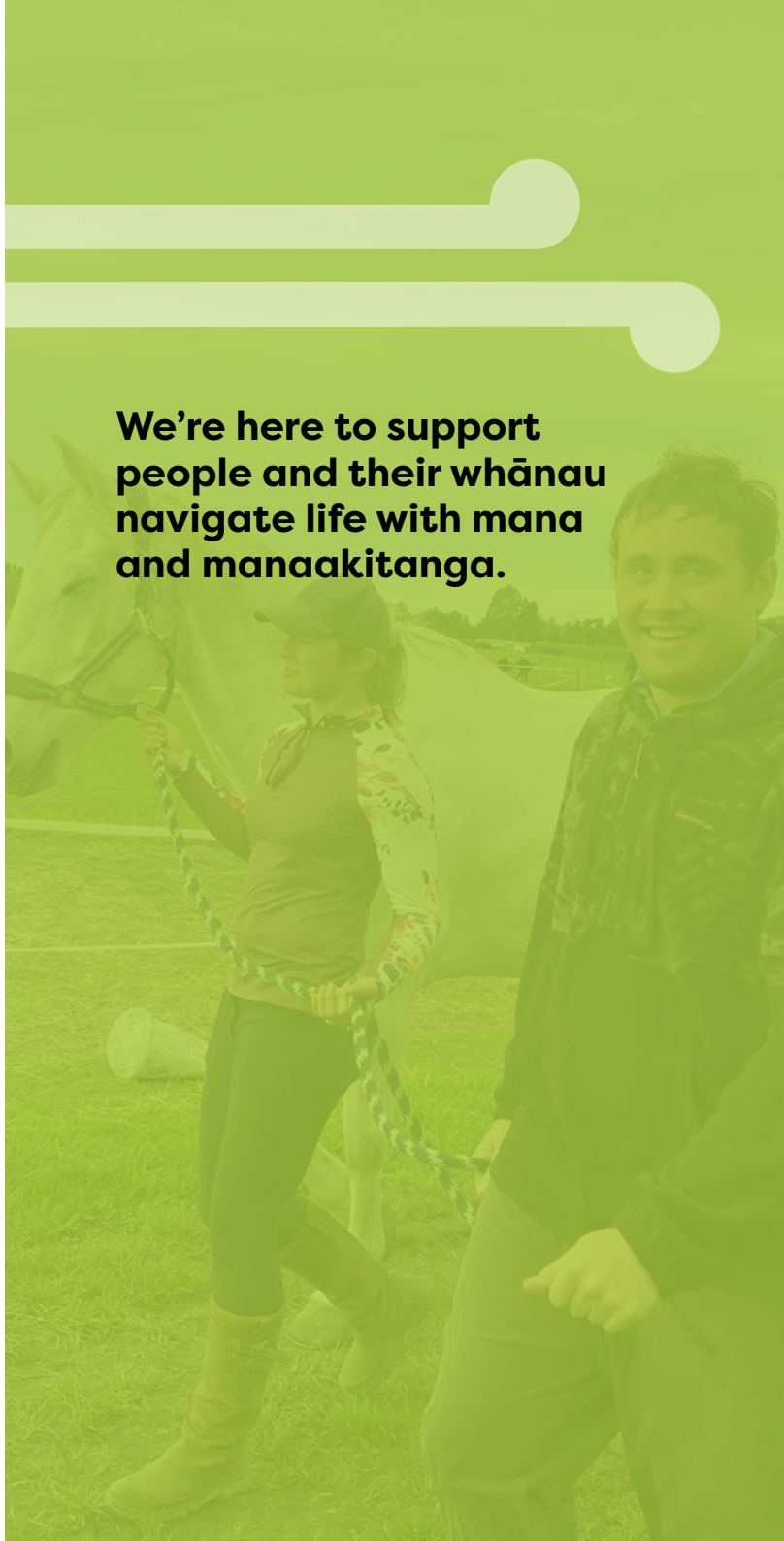


# Annual Report 2023



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**We're here to support  
people and their whānau  
navigate life with mana  
and manaakitanga.**

## Our year at a glance

213 — 14% — 36% — 50

people supported  
by Brackenridge

of the people we  
support use wheelchairs

of people we support  
are non-verbal  
communicators

places people  
call home

4,343 — 24 — 39% — 454

nights of short-term  
support provided to  
individuals and their  
whānau

years of providing local  
Canterbury support

of staff have been with  
us for five years or more

people employed

# Board Chair's Report



Jane Cartwright

The Board of Brackenridge Services Ltd. (Brackenridge) are pleased to present a fresh look Annual Report for 2022-2023. We have been actively following and supporting management to be involved in the transformation of Aotearoa New Zealand's Disability Sector. The establishment of Whaikaha Ministry of Disabled People, and its purposeful leadership by those with a lived experience of a disability is to be commended. Through their, and all our advocacy, we want services to be focused on being mana-enhancing and adequately resourced. Brackenridge continues to align its work to the people it supports with the Enabling Good Lives (EGL) vision and principles so that we are of increased service to disabled people, and their whānau.

We were pleased to post a surplus result of \$845,000 on a turn-over of \$35,045,000. This surplus was better than budgeted and will be used for future investment in both improved services and investments in accommodation, assets, and systems.

Discussions have been underway over the last year with the new health entity, Te Whatu Ora Health New Zealand since it replaced the Canterbury District Health Board as our shareholder. We are grateful for the support and encouragement provided by the new entity, and we look to the future with optimism.

A heartfelt thanks to Pip Stewart, Chief Executive Officer, and all staff, for their dedication and commitment. Thank you, too, to the organisations and individuals whose grants and donations provided additional activities and experiences for people we support who are growing their choices and preferences.

I am grateful to my fellow Board members and members of the Brackenridge Whānau Advisory Group for their persistence and leadership.

Jane Cartwright  
Chair



# Chief Executive's Report



Pip Stewart

Brackenridge serves to provide mana-enhancing support for intellectually disabled people, and their whānau, to optimise the outcomes people seek in their lives. Our mission is Empowering People: Supporting Great Lives. Underpinning this is our unwavering belief in all people's abilities, their rights to exercise choice and control, and exercise citizenship.

Looking back across the year, we enjoyed many highlights and undertook developments to better serve the people we support, and their families.

July 2022 heralded the beginning of new eras for both the Health, and Disability sectors. Across the year we worked to understand the operational implications of the changes. Whaikaha has the responsibility for transforming the disability support system aligned to the Enabling Good Lives vision and principles and the United Nations Convention on the Rights of Disabled People that New Zealand is a signatory to. These transformations herald change for the disability support sector, a journey that Brackenridge enthusiastically embraces and champions. There is much to do.

We continued our work to become more responsive to disabled people, tāngata whaikaha, and their families and whānau. This involves walking alongside disabled people and their whānau to better customise supports according to their life preferences and within available resources. An important step has been our co-design work with disabled people and their whānau. We learned from and redesigned our approach to services; this is enabling our supports to be more responsive to what people are seeking.

Improving service quality has continued to be a strong focus. We invested in specialist supports across health and wellbeing, positive behaviour support

and practice, along with enhanced support and guidance for our employees. Our Māori staff network continued to provide fabulous encouragement and support with our Te Ao Māori and Te Tiriti o Waitangi responsiveness journey. COVID infection prevention and control practices continued.

We launched a refreshed brand, look, feel, and website; co-designed and accessible. We have been delighted with the positive feedback received. Information Technology investments are underway to improve how the systems support our mahi, a refreshed Digital Roadmap is helping this journey.

As the 2022 calendar year ended, we came together to celebrate with a very successful street party that was enjoyed by many people that we support, their whānau, and Brackenridge staff.

Whilst the year-end financial result was pleasing, the path to get there was again challenging. We advocated strongly for revenue that covers the costs of service provision. The year-end result reflects this work and allows for reinvestment to improve the quality and effectiveness of the services we provide, a path that will continue through the 2023/2024 financial year.

Our work in support of people and families is delivered by our people, our staff. Over the year, we have maintained our focus on continuous learning and development, improving our competencies and practice. Warmest congratulations to the many staff who have also achieved new qualifications over the year.

We are grateful for the support we have received from our key funding agencies (Whaikaha Ministry of Disabled People, Ministry of Social Development, ACC,

## Chief Executive's Report

Continued

and Oranga Tamariki), along with the support we have received from philanthropic and charitable donors.

People's aspirations and goals are enabled and empowered through the actions and support of many people and organisations. Families, friends, neighbours, churches, other health and disability support services, schools, tertiary education providers, businesses, funders, and communities have all worked to help the people we support create and live great lives of their choosing. We value and appreciate greatly your role as partners. Thank you so much.

### Thank you for your continued support

As we reflect on the year, I wish to extend my thanks to everyone who has contributed to our journey and continue to help us every day. To the people we

**“To the people we support and your families, thank you for the privilege of being part of your life journey and for your ongoing support and encouragement.”**

support and your families, thank you for the privilege of being part of your life journey and for your ongoing support and encouragement.

Thank you to our people - support staff, business and administration staff, leaders and managers for your fantastic work, dedication, passion, and commitment to improving the lives of others. And thank you to everyone we partner and connect with, your support is most appreciated and highly valued.

Thank you to our Brackenridge Whānau Advisory Group for your continued advice and support.

Finally, thank you to our shareholder Te Whatu Ora Health New Zealand, and our Canterbury Community, to our Board Chair, Jane Cartwright, and our Directors - Steve, Gail, Kate, Julie, and Sir John, for your excellent governance and your continued encouragement to us all.

Pip Stewart  
Chief Executive



**Our mission**



# Mana enhancing support



**A two-way partnership  
between the people we  
support and our staff team.**



# Our values



## Partnership

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



## Person centred

We provide individualised services and support that recognise the uniqueness of every person.



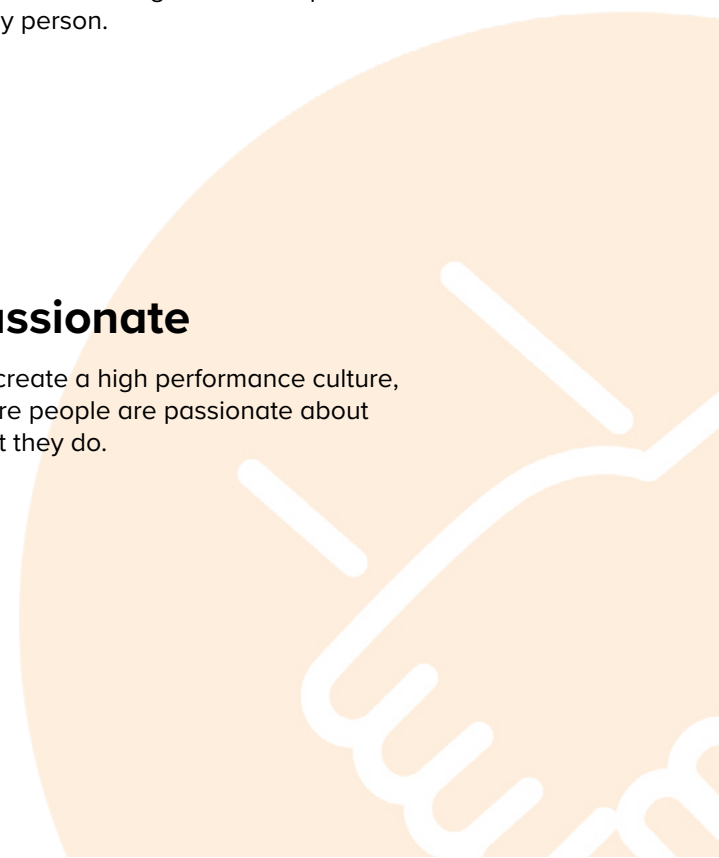
## Pride in what we do

We strive for a culture of continuous improvement. We are proud to be a part of the Brackenridge Team.



## Passionate

We create a high performance culture, where people are passionate about what they do.







**There is constant growth in the people supported, the staff community and all that we do - with the wellbeing of all people at the heart of what we do.**



# Impact stories

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Enabling Good Lives



# For the love of horses



Cameron and James are two awesome young men with limited communication that Brackenridge has been supporting since 2021. Cameron and James flat together, sharing their home with two other young men between the ages of 18 and 21. Their support team leader is Joemer, who has been with the four young men since they set up their flat. Joemer and his team provide daily mana-enhancing support to help these young men feel happy and live their best lives, supporting their transition from school into the next chapter.

Helping to plan daily person-directed activities that Cameron and James enjoy is something Joemer and his team love to do. This time last year, with the help of the Enabling Good Lives Individual Funding arrangement, Joemer and his team took James horse riding at Riding for the Disabled (CRDA). James enjoyed it so much, he's been horse riding ever since, hooking Cameron onto the idea too.

The two young men go once a week to hang out with the horses at what was the CRDA and is now at Maris Equestrian.

Joemer says it's awesome to see the difference horse-riding has made for Cameron, and to see both young men getting out there and doing it.

"There's no doubt it's been doing some good things. Cameron is calmer when he's with the horses, and any activity like that has a good effect."

He says because Cameron and James are on the higher end of the Autism spectrum, they find it hard to cope with changes in routine. Horse-riding offers a unique opportunity that takes them outside of their comfort zone while also providing therapeutic and relaxing benefits.

"The two young men get to enjoy outside and take a break in nature away from the city. They just love it."

Joemer says without the individualised funding, they might not have been able to take Cameron and James horse-riding at all.

"Most fun activities need logistics, like money and safety-planning, and the Enabling Good Lives funding has opened more options for us to be able to say yes. The approach means we explore options, whether for paid or unpaid activities, and with the appropriate one-on-one support that the young men need."

"The Enabling Good Lives Individualised Funding arrangement has opened up more possibilities for Cameron and James to explore what they want and what they like to do, keeping it person-directed and tailored to their interests."

While Cameron and James become more familiar with the new horse arena, he's looking forward to seeing them get back in the saddle and riding again soon.



# Empowering people the 'Enabling Good Lives' way



Shawn, a multi-talented athlete, and full-time working man is leading an extraordinary ordinary life.

Shawn always wanted to have full-time employment and while he had odd jobs fixing lawn mowers and being part of Brackenridge's day activities programme, Shawn knew he could do more.

"I wasn't particularly satisfied with what I was doing and I thought there must be something else out there for me."

Supported by his Brackenridge team, led by Hilary for the past fifteen years, Shawn is thriving; competing in the Special Olympics, and now, working full time too. He is the first person Brackenridge has supported to achieve this milestone.

Shawn says fulltime work fills him with pride.

"I feel absolutely wonderful that I have worked an eight-hour day. Everyone has welcomed me with open arms. I'm up at 6am and out the door at 7am and I love it," he says. "Sometimes there is overtime too."

Shawn says he is well supported at work when he needs help and his employer is happy for him to continue his sporting endeavours. Hilary has supported Shawn and watched his achievements grow over the past fifteen years.

"He has a plaque on his bedroom wall where 20 - 25 bronze and silver medals hang with pride from when he was on the Special Olympics basketball team," she says.

"With his swimming, he travelled all around New Zealand to compete in the top team for the Special Olympics, once again. And now he has another opportunity to get to Olympic level, with his new sport of indoor bowls."

While Shawn was training as an athlete, he also developed his work ready skills through community participation activities such as lending a hand at gardening, lawn-mowing, and stocking up on wood. Shawn was doing that until just recently before he had the opportunity for full-time employment.

His new chapter began when one night, Hilary saw an ad on TV that inspired her to support Shawn even more to be the best he could be.

Expressing her gratitude for team member John, Hilary says she and the two men met around the kitchen table to see what they could do to pursue Shawn's new career goals, keeping the process person-directed and tailored to what Shawn wanted to do.

With the help of Hilary and John, Shawn wrote his CV and got a hearing aid subsidy so he could pass his physical exam. He brushed up on his professional and workplace etiquette and got himself prepared before he started. In the end, Shawn chose the company he now works for – and they chose him.

"Shawn hasn't looked back. He's earning money, he had a pay rise, he works full-time and overtime when needed, and he makes his own way there each day," Hilary says.

"With this job, he's matured tenfold, because many people with disabilities encounter so many obstacles to leading an ordinary life. With his job he's been able to overcome those barriers and experiences and he's happy where he is. Plus, he sorted it all out on his own with just a little support from the Brackenridge team."

Hilary says she has loved watching the people she works with achieve and move forward with their lives, helping Shawn and others find ordinary life outcomes and build relationships.



# Our team

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Our team are dedicated to helping people live the life they want.



## Our team

# Māori Staff Network



Carol and Lynley

Lynley Baxter and Carol Scarlett are impacting the future, with tikanga Māori at Brackenridge.

Alongside their roles as Duty Manager (Lynley), and Service Manager (Carol), the two have worked with other leaders in the organisation to establish the Māori Staff Network in 2021.

“We recognised the need to develop a Māori voice for the tāngata Māori we support as well as our Māori staff. A few years ago, we were in an environment where there wasn’t much te ao Māori happening, so we were supportive of leading the way,” Carol says.

Now, the Māori Staff Network have introduced the kaupapa of He Waka Eke Noa – the principle that we are all in this journey together.

“With this waka, we’ve introduced mihi whakatau, so we can welcome people into our environment, introduce each other, and show hospitality. With our Brackenridge booklet that outlines the kaupapa, we’ve introduced karakia, waiata, and whakataukī proverbs,” Carol says.

“We’ve also introduced the Brackenridge protocol, which is the kawa and how we do the mihi whakatau. What we do is all about inclusion, making sure everybody can take part and have a go.”

Representation of tikanga Māori is making its way from the Support Hub, to the people supported and their homes. This year, the Māori Staff Network sent Matariki baskets, or kete, for every person supported in their home to celebrate the holiday. Posters with kupu hou (new words) and phrases in te reo Māori adorn the office walls, and books about te ao Māori are available for people to borrow and take home.

Every Monday morning when the Brackenridge support team come together a group of staff open the hui with a karakia, sing a waiata, and then close the hui with a whakataukī of their choosing.

“It’s about the new beginning of our working week, from a Māori perspective, and that’s what we want to bring in,” Carol says.

For the future, Lynley and Carol plan to strengthen te ao Māori protocols as the team get more familiar with te ao Māori. It’s all with the aim to represent te ao Māori across the team and the people we support. With every practice, Brackenridge gets better. Lynley acknowledges that whilst we’re on a journey with more to do, she says Brackenridge has made a great start and we’re excited about what it could look like in the future.

Carol adds, “we’ve got this opportunity at Brackenridge to develop our Māori culture, te reo, and tikanga and to be able to spread that out for the people we support and our employees. We’re so grateful to have the funding and support to do so. It really is fantastic.”

He waka eke noa.



## Our team

# Summer Street Party

On a warm day last December, Brackenridge hosted a summer street party for the people we support, their whānau and local community – the event was a great opportunity for people to come together and socialise. Staff members, many of whom volunteered their own time, worked tirelessly to make the day a special one for everybody that attended.

The Maddisons Street was transformed, lined with stalls offering a variety of activities and refreshments. There was a face painting station, games, and a live band playing upbeat and world music. Lots of people showed their enjoyment by joining in with the dancing and games.

The food was delicious, with a variety of options available to suit everyone's taste. There were burgers, sausages, and ice blocks amongst other yummy goodies. Guests were able to enjoy their meals while sitting on the grass, listening and watching the entertainment.

The event was a showcase of Brackenridge's commitment to the Enabling Good Lives principles as well as the organisation's own values. The street party was a way for Brackenridge to create an inclusive and supportive environment where people could come together and have fun.

Everyone who attended thought the event was a resounding success, with smiles and laughter echoing throughout. It was a great reminder of the joy that can be found in community. Brackenridge is ever grateful for the passion and commitment of our staff to the people we support and their whānau. Ka pai team!





**“Our work is aligned to the vision and principles of Enabling Good Lives so we are of increased service to disabled people and their whānau.”**

**– Jane Cartwright, Board Chair**



# Whānau Advisory Group



The Brackenridge Advisory Group has had a busy 12 months. During the latter part of 2022 we deliberated upon several important matters. We refreshed our Vision and resolved to rebrand ourselves as the “Brackenridge Whānau Advisory Group.”

We participated in assessment centres for prospective staff members. This experience was invaluable, allowing us to contribute as family/whānau members, to which staff are employed to support our loved ones. Questions posed to potential staff were generated from across our group.

Our efforts to rectify the condition of the gate at the Madisons Road neighbourhood have yielded positive results. We are pleased to report the installation of a new front gate.

The Brackenridge Whānau Advisory Group has recently welcomed several new members, increasing our membership to a total of 11 individuals. Additionally, we have established focus groups within the Advisory Group to centre our efforts on key areas; health, nutrition, staff and training, and service delivery and policy.

To foster better insight into the roles of Brackenridge staff, key members of the team have joined us to share information about their roles. We extend our gratitude to the staff who have dedicated their time to engage with us. Moving forward, we intend to continue inviting staff, as well as other relevant stakeholders, to join us in our bi-monthly meetings, which remain open for family/whānau participation. And you can join on us on video too if you wish – just get in touch.

In conclusion, I would like to extend my heartfelt appreciation to all members of the Brackenridge Whānau Advisory Group for their unwavering commitment and contributions.

Additionally, I wish to express our collective gratitude to the entire staff at Brackenridge for their steadfast support of our whānau/family.

A special acknowledgment goes to our former Chair, Brian Reddington, for his continued support during my tenure as Chair, particularly during my absence due to family matters in the USA.

Sincerely,

Scott Johnson Chair

**“I wish to express our collective gratitude to the entire staff at Brackenridge for their steadfast support of our whānau/family.”**

# Annual Financial Statements

**Brackenridge Services Limited**

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**For year ended  
30 June 2023**

# Statement of Responsibility and Independent Auditor's Report

For the year ending 30 June 2023

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 2023 fairly reflect the financial position and operations of Brackenridge Services Limited.

For and on behalf of the Board.



Jane Cartwright  
Chairperson  
07/12/23



Steve Wakefield  
Director  
07/12/23

Grant Thornton New Zealand  
 L15, Grant Thornton House  
 215 Lambton Quay  
 PO Box 10712  
 Wellington 6140  
 T +64 4 474 8500  
 www.grantthornton.co.nz

## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF BRACKENRIDGE SERVICE LIMITED'S FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION FOR THE YEAR ENDED 30 JUNE 2023

The Auditor-General is the auditor of Brackenridge Services Limited (the Company). The Auditor-General has appointed me, Brent Kennerley, using the staff and resources of Grant Thornton, to carry out the audit of the financial statements and the performance information, of the Company on his behalf.

#### Opinion

We have audited:

- the financial statements of the Company on pages 23 to 36, that comprise the statement of financial position as at 30 June 2023, the statement of comprehensive revenue and expenses, statement of changes in equity and statement of cash flows for the year ended on that date and the notes to the financial statements including a summary of significant accounting policies and other explanatory information; and
- the performance information which reports against the Company's statement of performance expectations for the year ended 30 June 2023 on page 22.

In our opinion:

- the financial statements of the Company:
  - present fairly, in all material respects:
    - its financial position as at 30 June 2023; 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; and
- the Company's performance information for the year ended 30 June 2023:
  - presents fairly, in all material respects, for each class of reportable outputs:
    - its standards of delivery performance achieved as compared with forecasts included in the statement of performance expectations for the financial year; and
    - its actual revenue and output expenses as compared with the forecasts included in the statement of performance expectations for the financial year;

- complies with generally accepted accounting practice in New Zealand.

Our audit was completed on 7<sup>th</sup> December 2023. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements and the performance information, we comment on other information, and we explain our independence.

#### 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 audit opinion.

#### Other Matter

The comparative information for the Statement of Service Performance reporting for the period ending 30 June 2022 is unaudited. We are not in a position to, and do not express an audit opinion on the comparative figures for the year ended 30 June 2022.

#### Responsibilities of the Board for the financial statements and the performance information

The Board are responsible on behalf of the Company for preparing financial statements and performance information that are fairly presented and comply with generally accepted accounting practice in New Zealand. The Board are responsible for such internal control as they determine is necessary to enable them to prepare financial statements and performance information that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the performance information, the Board are responsible on behalf of the Company for assessing the Company's ability to continue as a going concern. The Board are 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 merge or to terminate the activities of the Company, or there is no realistic alternative but to do so.

The Board's responsibilities arise from the Crown Entities Act 2004.

#### Responsibilities of the auditor for the audit of the financial statements and the performance information

Our objectives are to obtain reasonable assurance about whether the financial statements and the performance information, 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 and the performance information.

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

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 and the performance information, 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.
- We evaluate the appropriateness of the performance information which reports against the Company's statement of performance expectations.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast 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 and the performance information or, 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 and the performance information, including the disclosures, and whether the financial statements and the performance information represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board 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 are responsible for the other information. The other information comprises the information included on page 3 to 18 and 37 to 40 but does not include the financial statements and the performance information, and our auditor's report thereon.

Our opinion on the financial statements and the performance information 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 and the performance information, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the performance information 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: *International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) (PES 1)* issued by the New Zealand Auditing and Assurance Standards Board.

Other than in our capacity as auditor, we have no relationship with, or interests, in the Company.



Brent Kennerley  
Grant Thornton New Zealand Audit Limited  
On behalf of the Auditor-General  
Wellington, New Zealand

# Brackenridge Services Limited

## Statement of Service Performance

For the year ending 30 June 2023

### Who we are:

Brackenridge Services Ltd (Brackenridge), www.brackenridge.org.nz, was originally formed in 1999 following the closure of the Templeton Centre. It is a Tier 1 registered charity based in Canterbury, New Zealand. Dedicated to making a positive impact in the lives of people with learning disabilities, Brackenridge specialises in providing care and support to people with high and complex support requirements. This includes full time 24/7 support. As well as intellectual disability and/or autism, people's support needs may often include a range of related conditions such as mental health conditions, physical health conditions, epilepsy, cerebral palsy and more.

At the time of opening in 1999, 84 people with complex support needs resident at the Templeton Centre, became Brackenridge's first clients and commenced receiving support from the new organisation; many of these people continue to be supported by Brackenridge today. We now support 160 people 24/7 and 53 for short stays.

### Why we exist:

**Our vision is:** Totally empowered people by 2033.

**Our mission:** At Brackenridge, people are our priority, supporting people with learning 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 and live happy and fulfilling lives.

### Disclosure of Judgements

We have made several judgements on what to include in our Statement of Service Performance. This statement summarises these judgements.

Our statement of service performance reports on our non-financial performance against core purpose: our mission of supporting people with learning disabilities and autism to create and lead their lives, their way.

This statement was developed by our Executive Leadership Team and approved by our Board.

## What do we do and how much do we do?

### 1. Provision of Support Services:

Brackenridge delivers a wide range of bespoke support services tailored to everyone's unique needs. We aim to empower the people we support to participate actively in their communities and lead fulfilling lives. Our support can be light touch such as a few hours a week or it can be intensive and 24 hours a day, 365 days per year, dependent on a person's individual aspirations and needs.

Key Performance Indicators (KPIs):	FY23 Actual	FY23 Target	FY22 Actual Unaudited	FY22 Actual Unaudited
# of people who received 24/7 support services from us (excluding short stays)	160	162	151	155
# of people who stayed for a short break (respite)	53	42	43	46
# of days residential support provided	58,400	59,130	55,115	56,575
# of overnight short stays (respite)	4,343	4,380	4,645	4,380
# of support hours provided	663,321	N/A	687,385	N/A

### 2. Community Participation:

We support people to progress their everyday life and activities. This can be with their whānau or within their local community. Support can be for skills training, employment, social activities and more. Support can take place either through Brackenridge organised programmes or programmes organised by other organisations. The key is that the people we support have choice and control to fully participate in community life, in a way that's meaningful and achievable for them.

Key Performance Indicators (KPIs):	FY23 Actual	FY23 Target	FY22 Actual Unaudited	FY22 Actual Unaudited
# of people who attended in-house day time activities (Choices)	39	37	37	N/A
# of people who were supported to attend activities outside of Brackenridge	91	86	86	N/A
# of people assisted to gain paid or voluntary employment	12	11	11	N/A

# Brackenridge Services Limited

## Statement of Accounting Policies

For the year ending 30 June 2023

### Reporting Entity

Brackenridge Services Limited (Brackenridge) is a registered company in New Zealand. Brackenridge is a Crown entity subsidiary in terms of section 7 of the Crown Entities Act 2004. Brackenridge is a registered charity and has met the reporting requirements of the Charities Act 2005.

Brackenridge was wholly owned by Canterbury District Health Board up until June 2023, which in turn was owned on behalf of the Crown by two shareholding Ministers, the Minister of Health, and the Minister of Finance. As part of the 2022 Health Sector Reforms detailed below, the Canterbury DHB became Te Whatu Ora – Health New Zealand Waitaha Canterbury from 1 July 2022. Brackenridge is therefore wholly owned by Te Whatu Ora - Health New Zealand Waitaha Canterbury. Brackenridge has designated itself as a public benefit entity (PBE) for financial reporting purposes. The financial statements of Brackenridge are for the year ended 30 June 2023 and were authorised for issue by the Board on 7th December 2023.

### Principal Activity

Brackenridge provides support services and active support for persons with intellectual disabilities and autism.

### Basis of Preparation

The financial statements have been prepared in accordance with Tier 1 PBE Standards Reduced Disclosure Regime which comply with the New Zealand generally accepted accounting practices (NZ GAAP). The criteria under which Brackenridge is eligible to report in accordance with Tier 1 PBE Standards are:

- Brackenridge Services Limited has public accountability.
- Brackenridge Services Limited has total annual expenses of more than \$30 million in the year ended 30 June 2023.

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

### 2022 Health Sector Reforms

On 21 April 2021 the Minister of Health announced the health sector reforms in response to the Health and Disability System Review. The reforms have replaced all 20 District Health Boards (DHBs), including the company's shareholder, Canterbury DHB, with a new Crown entity, Health New Zealand,

that is responsible for running hospitals and commissioning primary and community health services. It has four regional divisions. As a result of the reforms, responsibility for public health issues now rests with a new Public Health Authority.

A new Māori Health Authority now monitors the state of Māori health and commission services directly. Legislation to establish the new entities and disestablish DHBs came into effect on 1 July 2022.

Additionally, as part of the health sector reforms, a new Ministry of Disabled People was established on 1 July 2022. All funding contracts currently held by Brackenridge with the Ministry of Health were transferred to this new Ministry of Disabled People. The new Ministry has become the Brackenridge monitoring agency, in place of the Ministry of Health. There have been no changes to the contract provisions as a result of this transfer of contracts to the Ministry of Disabled People.

Despite these changes, the financial statements have been prepared on a going concern basis, because no decisions regarding the future operations or structure of the Company have been made. Consequently, there have been no changes to the recognition and measurement, or presentation of information in these financial statements.

### Changes in Accounting Policies

Adoption of PBE FRS 48 Service Performance Reporting. PBE IFRS 9 superseded by PBE IPSAS 41.

### 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 year ended 30 June 2023.

### Lease Classification

A long-term lease is held with Kāinga Ora (previously named Housing New Zealand) for 14 homes and an administration building at the Maddisons Road site. This has been leased on a 20-year term that expired in December 2019. Short term lease agreements through to December 2023 have been

agreed while a new long term lease agreement is being developed. The draft new lease has the right to two further term extensions of 10 years each.

A number of other homes in the Christchurch community and the surrounds are also leased from Kāinga Ora on individual leases. Other homes in the community are leased from private landlords including families with renewal rights between one and three years, as well as periodic renewal. Brackenridge also leases offices on an eight-year lease.

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 Kāinga Ora 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, subject to fair wear and tear. 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 the 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 and Sick 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 include the discount rate and salary inflation factor. Any change in these assumptions will impact on the carrying amount of the liabilities and sick leave.

#### Parent Company Policies

These policies are also consistent with the accounting policies adopted by the Parent, Te Whatu Ora – Health New Zealand Waitaha Canterbury, for the preparation of its financial statements. Note that as part of the 2022 Health Sector Reforms detailed above, the Canterbury DHB became Te Whatu Ora – Health New Zealand Waitaha Canterbury with effect from 1st July 2022.

#### Significant Accounting Policies

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

### Classification of Financial Instruments

The classification of financial instruments under PBE IPSAS 41 are as follows:

	PBE IPSAS 41 category
Cash and cash equivalents	Amortised Cost
Trade and other receivables	Amortised Cost
Short term investments	Amortised Cost

#### Property, Plant and Equipment Depreciation

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 of Property, Plant and Equipment

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 comprise 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 recorded at the amount due, less an allowance for credit losses. Brackenridge applies the simplified expected credit loss model of recognising lifetime expected credit losses for receivables. In measuring expected credit losses, trade and other receivables that are individually significant have been reviewed on an individual basis, the rest are reviewed on a collective basis as they possess shared credit risk characteristics. Trade and other receivables are written off when there is no reasonable expectation of recovery.

### Accrued Income

Accrued income is comprised of amounts owing to Brackenridge by funders for services already delivered but not yet invoiced. This includes amounts owing for Pay Equity subsidies.

### 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

Non vested long service leave is classified as a non-current liability; 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 using current rates for pay, and average earning rates when higher than ordinary rates.

## 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 in accordance with Te Whatu Ora – Health New Zealand Waitaha Canterbury policy.

## Long Service Leave

Long service leave is an obligation by Brackenridge to give employees an extra week of leave after the first 10 years of service and then after each subsequent 5 years, up until 25 years. 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.

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.

## Trade and Other Payables

Trade and other payables are non-interest bearing and are normally settled within 30 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 Disabled People, 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 in which 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.

In the current financial year, non-exchange revenue contracts included MSD COVID Support funding, donations and grants.

## 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.

## Income Tax

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.

## Equity

Equity is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components:

- Share capital; and
- Retained earnings.

## Brackenridge Services Limited Statement of Comprehensive Revenue and Expense

For the year ending 30 June 2023

	Notes	2023 \$'000	2022 \$'000
<b>Revenue from exchange transactions</b>			
Ministry of Health Revenue	1	387	25,257
Ministry of Disabled People	1	28,524	0
Resident Related Revenue	2	1,981	1,743
Other Revenue	3	3,869	4,607
Interest Revenue		164	19
<b>Revenue from non-exchange transactions</b>			
Ministry of Health Revenue	1	0	328
Other Revenue	3	121	207
<b>Total revenue</b>		<b>35,045</b>	<b>32,161</b>
<b>Expenditure</b>			
Employee Benefits Expense	4	27,797	25,696
Treatment Related Cost		71	184
Food Consumables		995	857
Repairs and Maintenance		626	361
Rental/Leases		1,557	1,482
Depreciation and Amortisation	10, 11	343	270
Other Expenses – including; taxis, waste removal, cleaning, utilities, facilities expenses, fuel, repairs and maintenance, professional fees.		2,811	2,206
<b>Total expenses</b>		<b>34,200</b>	<b>31,056</b>
Surplus/(Deficit)		845	1,105
Other comprehensive revenue and expense		0	
<b>Total comprehensive surplus/(loss)</b>		<b>845</b>	<b>1,105</b>

## Brackenridge Services Limited Statement of Changes in Equity

For the year ending 30 June 2023

	Notes	Actual 2023 \$'000	Actual 2022 \$'000
Total equity at beginning of the year		1,772	667
Total comprehensive surplus/(loss)		845	1,105
<b>Total equity at year end</b>	<b>5</b>	<b>2,617</b>	<b>1,772</b>

## Brackenridge Services Limited Statement of Financial Position

As at 30 June 2023

	Notes	2023 \$'000	2022 \$'000
<b>Equity</b>			
Share capital	5	0	0
Retained earnings	5, 20	2,617	1,772
<b>Total equity</b>		<b>2,617</b>	<b>1,772</b>
<b>Current assets</b>			
Cash and cash equivalents	6	4,454	1,755
Short term investments	7	1,750	2,750
Trade and other receivables	8	2,264	2,352
<b>Total current assets</b>		<b>8,468</b>	<b>6,857</b>
<b>Current liability</b>			
Trade and other payables	9	1,974	1,291
Other provisions		118	–
Employee benefits	4, 20	4,488	3,171
<b>Total current liabilities</b>		<b>6,580</b>	<b>4,462</b>
<b>Net working capital</b>		<b>1,888</b>	<b>2,395</b>
<b>Non-current assets</b>			
Property, plant and equipment	10	992	882
Intangible assets	11	20	26
<b>Total non-current assets</b>		<b>1,012</b>	<b>908</b>
<b>Non-current liabilities</b>			
Employee benefits	4	169	1,410
Refurbishment provision	12	114	120
<b>Total non-current liabilities</b>		<b>283</b>	<b>1,530</b>
<b>Net assets</b>		<b>2,617</b>	<b>1,772</b>

## Brackenridge Services Limited Statement of Cash Flows

For the year ending 30 June 2023

	Notes	2023	2022
		\$'000	\$'000
<b>Cash flow from Operating Activities</b>			
Cash was provided from:			
Revenue		34,970	31,212
Interest received		164	19
Cash was applied to:			
Payments to employees		(27,603)	(25,076)
Payments to suppliers (see non-cash adjustment below)		(5,384)	(4,677)
<b>Net cash inflow/(Outflow) from Operating Activities</b>	<b>13</b>	<b>2,147</b>	<b>1,478</b>
<b>Cash flow from Investing Activities</b>			
Cash was provided from:			
Receipts from investments		1,008	750
Cash was applied to:			
Purchase of plant and equipment		(463)	(388)
Purchase of investments		(1,000)	(2,750)
<b>Net cash inflow/(outflow) from Investing Activities</b>		<b>(455)</b>	<b>(2,388)</b>
<b>Net cash inflow/(outflow) from Financing Activities</b>		<b>0</b>	<b>0</b>
Overall Increase/(Decrease) in Cash Held		1,692	(910)
Opening Cash and Cash Equivalent		1,755	2,664
<b>Closing Cash and Cash Equivalents</b>		<b>3,447</b>	<b>1,754</b>
<b>Balance of cash &amp; cash equivalents per Balance Sheet</b>		<b>3,446</b>	<b>1,755</b>

## Notes to and forming part of the Financial Statements

For the year ending 30 June 2023

1. Ministry of Disabled People (MoDP) and Ministry of Health Revenue (MoH)	Notes	Actual	Actual
		2023	2022
		\$'000	\$'000
Revenue from exchange transactions MoDP		28,524	0
Revenue from exchange transactions MoH		387	25,257
Revenue from non-exchange transactions		0	328
<b>Total MoH Revenue</b>		<b>28,911</b>	<b>25,585</b>
<b>2. Resident Related Revenue</b>			
	Notes	Actual	Actual
		2023	2022
		\$'000	\$'000
WINZ Revenue		1,981	1,743
<b>Total Resident Related Revenue</b>		<b>1,981</b>	<b>1,743</b>
<b>3. Other Revenue</b>			
	Notes	Actual	Actual
		2023	2022
		\$'000	\$'000
Other Revenue from exchange transactions			
Gain on Sale of Fixed Asset		1	3
Other Revenue		6	4
Revenue from Other Crown Entities		3,862	4,600
<b>Total Other Revenue from exchange Transactions</b>		<b>3,869</b>	<b>4,607</b>
Other Revenue from non-exchange transactions			
Donation and Grants		121	207
<b>Total Other Revenue from non-exchange transactions</b>		<b>121</b>	<b>207</b>
<b>Total Other Revenue</b>		<b>3,990</b>	<b>4,814</b>

4. Employee Benefits	Notes	Actual	
		2023	2022
		\$'000	\$'000
Wages and Salaries Paid		27,541	25,020
Increase/(Decrease) in Employee Provisions		194	620
Directors Fees		62	56
		<b>27,797</b>	<b>25,696</b>
<b>Current Portion of Employee Benefits</b>			
Annual Leave		1,439	1,793
ACC		167	165
Sick Leave		513	513
Accrued Wages, PAYE, Long Service Leave, Lieu Days		1,022	700
Holidays Act Compliance	20	1,347	0
<b>Total Current Portion of Employee Benefits</b>		<b>4,488</b>	<b>3,171</b>
<b>Non-Current Portion of Employee Benefits</b>			
Holidays Act Compliance Provision	20	0	1,347
Long Service Leave		169	63
<b>Total Non-Current Portion of Employee Benefits</b>		<b>169</b>	<b>1,410</b>

5. Equity	2023		2022	
		\$'000		\$'000
<b>a) Share capital</b>				
1 Ordinary share @\$1 - issued and paid up		0		0
<b>b) Retained earnings</b>				
<b>b) Retained earnings</b>				
Opening Balance	21	1,772		667
Net Surplus/(Deficit) for the Year		845		1,105
Closing Balance		2,617		1,772
<b>Total Equity Benefits</b>	<b>21</b>	<b>2,617</b>		<b>1,772</b>

6. Cash and Cash Equivalents	Notes	Actual	
		2023	2022
		\$'000	\$'000
Cash and Bank		4,454	1,755
<b>Total Cash and Cash Equivalents</b>		<b>4,454</b>	<b>1,755</b>

7. Short Term Investment	Notes	Actual	
		2023	2022
		\$'000	\$'000
Term Deposits		1,750	2,750
<b>Total Short-Term Deposits</b>		<b>1,750</b>	<b>2,750</b>

<b>8. Trade and Other Receivables</b>		
<b>Exchange Revenue</b>	2023	2022
	\$'000	\$'000
Trade Debtors	2,174	895
Accrued Income	0	1,388
Prepayments	22	30
Other Debtors	24	4
<b>Total Trade and Other Receivables Exchange Revenue</b>	<b>2,220</b>	<b>2,317</b>
<b>Non-Exchange Revenue</b>		
	2023	2022
Other debtors	44	35
<b>Total Trade and Other Receivables Non-Exchange Revenue</b>	<b>44</b>	<b>35</b>
<b>Total Trade and Other Receivables Exchange and Non-Exchange Revenue</b>	<b>2,264</b>	<b>2,352</b>
<b>Movements in the provision for impairment of receivables</b>		
	2023	2022
	\$'000	\$'000
Balance 1 July	25	5
Additional provisions made during the year	0	23
Receivables written-off during period	3	3
<b>Balance 30 June</b>	<b>22</b>	<b>25</b>

<b>Trade Debtors Aging</b>	2023		
	\$'000		
	Gross	Impairment	Net
Current	2,144	0	2,144
1-30 days	2	0	2
31-60 days	45	16	28
61-90 days	2	2	0
>91 days	4	4	0
<b>Total</b>	<b>2,196</b>	<b>22</b>	<b>2,174</b>

<b>Trade Debtors Aging</b>	2022		
	\$'000		
	Gross	Impairment	Net
Current	911	16	895
1-30 days	5	5	0
31-60 days	4	4	0
61-90 days	0	0	0
>91 days	0	0	0
<b>Total</b>	<b>920</b>	<b>25</b>	<b>895</b>

<b>9. Trade and Other Payables</b>		
	2023	2022
	\$'000	\$'000
Trade Payables	1,329	876
Revenue in Advance	646	415
<b>Total Trade and Other Payables</b>	<b>1,974</b>	<b>1,291</b>

#### **Current Portion of Revenue in Advance**

Residential and Day Services funding in advance	472	415
Pay Equity revenue wash-up	165	0
Grants in Advance	9	0
<b>Revenue in Advance</b>	<b>646</b>	<b>415</b>

10. Property Plant and Equipment					
2023	Forest Park	Plant & Equipment	Motor Vehicles	Work in Progress	Total Assets
Class of Asset	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Cost</b>					
Balance at 1 July 2022	285	798	1,206	4	2,294
Additions	0	272	175	22	468
Disposals/Transfers	(285)		(51)	(4)	(55)
<b>Total Cost June 2023</b>	<b>0</b>	<b>1,070</b>	<b>1,330</b>	<b>22</b>	<b>2,706</b>

Depreciation & Impairment					
Balance at 1 July 2022	285	400	727	0	1,412
Depreciation Charge for Year	0	151	179	0	329
Disposals/Transfers	(285)	(1)	(25)	0	(26)
<b>Depreciation Balance June 2023</b>	<b>0</b>	<b>550</b>	<b>880</b>	<b>0</b>	<b>1,715</b>
<b>Carrying Amount 30 June 2023</b>	<b>0</b>	<b>520</b>	<b>450</b>	<b>22</b>	<b>992</b>

2022	Forest Park	Plant & Equipment	Motor Vehicles	Work in Progress	Total Assets
Class of Asset	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at 1 July 2021	285	1,351	1,139	0	2,775
Additions	0	135	232	4	371
Disposals/Transfers	(285)	(687)	(165)	0	(852)
<b>Total Cost June 2022</b>	<b>0</b>	<b>799</b>	<b>1,206</b>	<b>4</b>	<b>2,294</b>

Depreciation & Impairment					
Balance at 1 July 2021	285	933	734	0	1,952
Depreciation Charge for Year	0	102	156	0	258
Disposals/Transfers	(285)	(635)	(163)	0	(798)
<b>Depreciation balance June 2022</b>	<b>0</b>	<b>400</b>	<b>727</b>	<b>0</b>	<b>1,412</b>
<b>Carrying amount 30 June 2022</b>	<b>0</b>	<b>399</b>	<b>479</b>	<b>4</b>	<b>882</b>

11. Intangible Assets		
	2023	2022
	\$'000	\$'000
<b>Software cost</b>		
Opening balance	182	164
Additions	8	21
Disposals/transfers	0	3
<b>Closing Balance</b>	<b>190</b>	<b>182</b>
<b>Amortisation</b>		
Opening balance	(152)	(146)
Amortisation charge for the year	(7)	(7)
Disposal/Transfers	3	3
<b>Closing balance</b>	<b>(170)</b>	<b>(156)</b>
<b>Carrying amounts</b>	<b>20</b>	<b>26</b>

12. Refurbishment Provision		
	2023	2022
	\$'000	\$'000
Opening Balance	120	137
Additional provision made during the year	81	72
Amount of provision used during the year	(88)	(89)
<b>Closing balance</b>	<b>113</b>	<b>120</b>



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

	2023	2022
Reported Net (Deficit)/Surplus	845	1,105
<b>Add back non-cash items</b>		
Depreciation and Amortisation	343	270
(Profit)/Loss of sale of assets	100	53
	<b>1,288</b>	<b>1,428</b>
<b>Movements in working capital:</b>		
(Increase)/Decrease in Receivables and Prepayments	488	(930)
(Increase)/Decrease in Capital WIP Balance	0	(4)
Increase/(Decrease) in Payables and Accruals	471	164
Increase/(Decrease) in Revenue in Advance	(169)	217
Increase/(Decrease) in Staff Entitlements	75	620
Increase/(Decrease) in Provisions	(6)	(17)
<b>Net Cash (Outflow)/Inflow from Operating Activities</b>	<b>2,147</b>	<b>1,478</b>

### 14. Residents' Trust Account

Residents' Trust Account comprises bank balances totalling \$1,158,568 as at 30 June 2023 (30 June 2022, \$1,041,258). These funds are held on behalf of the residents by Brackenridge. These funds are not included in the statement of financial position and are held in a separate bank account and not combined with any company funds.

### 15. Commitments

Operating Commitments	2023	2022
	\$'000	\$'000
Operating Lease Commitments	883	1,372
<b>Total operating commitments</b>	<b>883</b>	<b>1,372</b>
<b>Term classification of commitments</b>		
Less than one year	803	938
One to two years	80	369
Two to five years	0	65
Over five years	0	0
<b>Total operating commitments</b>	<b>883</b>	<b>1,372</b>

### Capital Commitments

At June 2023, there were capital commitments of Nil (2022: Nil)

### 16. Contingencies

#### Contingent assets

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.

Part of the process for recovering these extra costs requires an in arrears "wash-up" calculation. This has been completed for the year ending 30 June 2023 and submitted to the Ministry of Disabled people for consideration. Due to the Ministry of Disabled People needing time to review workings and calculate the "wash-up" sums, a year-end accrual or prepayment estimate is required. At June 2022, an amount of \$411,000 was recognised as accrued revenue (a contingent asset). At June 2023, a \$165,216 accrued liability was recognised as overpaid pay equity received during the financial year. Any amount owed under this is a contingent asset. See Contingent Liabilities note below.

### Contingent liabilities

In conjunction with our parent organisation, Te Whatu Ora Canterbury, we have commissioned a review of prior year payrolls to determine whether leave payments have been calculated in accordance with the relevant Holidays Act legislation. This work is not expected to be completed early 2024. While management believe the company has correctly complied with all legislation requirements, it is possible that a contingent liability to current and former employees might be established. The company has been advised by the DHB remediation programme that the liability has been estimated at \$1,347,000. Refer also to Note 21.

As noted above, any amount owed to the Ministry of Disabled People less than the \$165,216 accrued for overpaid pay equity would be a contingent asset.

### 17. Transactions with Related Parties

Operating Commitments	2023	2022
	\$'000	\$'000
Internal Audit, Insurance, and other operating costs paid	607	573
CDHB hospital support staff revenue received	32	29

There have been no outstanding related party amounts written off for the 2023 financial year (2022: nil). Brackenridge is mainly funded by the Ministry of Disabled People. The Ministry of Disabled People significantly influences the role of Brackenridge as its major source of revenue.

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 personnel in management roles during the year is as follows:

	2023	2022
	\$'000	\$'000
Salaries and other short-term benefits	868	792
Termination payments	0	0
<b>Total key management personnel compensation</b>	<b>868</b>	<b>792</b>

### 19. Financial Instruments

	2023	2022
	\$'000	\$'000

#### Financial Assets

##### Loans and Receivables

Cash and cash equivalents	4,454	1,755
Trade and other receivables	2,264	964
Investments	1,750	2,750
<b>Total due less than one year</b>	<b>8,468</b>	<b>5,469</b>
<b>Total loans and receivables</b>	<b>8,468</b>	<b>5,469</b>

##### Financial Liabilities

Trade and other payables	1,329	876
Current account with Te Whatu Ora	-	-
<b>Total due less than one year</b>	<b>1,329</b>	<b>876</b>
<b>Total financial liabilities at amortised cost</b>	<b>1,329</b>	<b>876</b>

### 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 on terms between 30 and 182 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 Whaikaha Ministry of Disabled People and Oranga Tamariki. This accounts for 94% (2022: 97%) of year end trade 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 \$6,201,000 (2022 \$4,505,000) are subject to interest rate risk. Term deposits are at fixed interest rates, cash at bank of \$1,414,407 (2022 \$734,000) is at floating rates.

### 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. Holidays Act 2003 Compliance

A number of New Zealand's public and private organisations have identified issues with the calculation of leave entitlements under the Holidays Act 2003 ("the Act"). Work started in 2016 on behalf of 20 District Health Boards (DHBs) and the New Zealand Blood Service (NZBS), with the Council of Trade Unions (CTU), health sector unions, and Ministry of Business Innovation and Employment (MBIE) Labour Inspectorate, and in late 2019 a national approach was agreed to rectify and remediate any Holidays Act non-compliance by DHBs. DHBs also agreed to a Memorandum of Understanding (MOU), which contained a method for determination of individual employee earnings and for calculation of liability for any historical non-compliance. Brackenridge is a 100% subsidiary of the Canterbury DHB. Brackenridge payrolls were prepared by the Canterbury DHB between the years 2010 and 2014.

For employers such as DHBs that have workforces that include differential occupational groups with complex entitlements, non-standard hours, allowances and/or overtime, the process of assessing non-compliance with the Act and determining any additional payment is time consuming and complicated. The remediation programme associated with the MOU is a significant undertaking and work to assess, rectify, and remediate all areas of non-compliance will continue through the first half of the 2023/24 financial year. At Canterbury DHB, the formal Review Phase, as set out in the MOU, was completed in March 2020 with all non-compliance issues identified. Work continues on analysis, testing and remediating the results of retrospective areas of non-compliance for relevant individual employees. Brackenridge recognises it has an obligation to address any historical non-compliance under the MOU but must rely on the programme of remediation work being carried out by the Canterbury DHB to be completed before being able to fully assess the financial impact and resulting liabilities owing to current and former staff.

Based on detailed analysis undertaken in the formal Review Phase, calculations and assumptions have been determined and a liability for Brackenridge estimated. This was based on selecting a representative sample of current and former employees; analysing leave records against known breaches; making a number of assumptions; calculating an indicative liability for those current and former employees; and extrapolating the result. This indicative liability amount is the Canterbury DHB's best estimate at this stage of the outcome from this programme as it relates to Brackenridge's past and present employees for the period 2010 to 2014. However, until the programme has progressed further, there remain substantial uncertainties as to the actual amount Brackenridge will be required to pay to current and former employees. The estimates and assumptions may differ to the subsequent actual results as further work is completed and may result in further adjustment to the carrying amount of the provision within the next financial year or payments to employees that differ significantly from the estimation of liability. A provision for this liability of \$1,347,000 has been recognised as a current liability as payment is expected within the next 12 months. In 2023, this was classified as a non-current liability.

## 21. 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.

## 22. Auditors Remuneration

The auditor of Brackenridge Services is Grant Thornton who were appointed by the Office of the Auditor-General in January 2023.

	2023	2022
	\$'000	\$'000
Audit of the Financial Statements and Statement of Service performance	61	50
<b>Total auditor's remuneration</b>	<b>61</b>	<b>50</b>

## 23. Subsequent Events

There were no events after 30 June 2023 which could have a material impact on the information in Brackenridge's financial statements (following 30 June 2022, there were also no events that could have had a material impact on the information in Brackenridge's 2022 published financial statements).

# Brackenridge Services Limited

## Statement of Statutory Disclosures

For the year ending 30 June 2023

### 1. Directors' Interest

The Directors have declared the following interest:

#### **Board Members**

##### **Jane Cartwright (Chair) – Appointed 26 February 2013**

- Nurse Maude Association – Chairperson

##### **Steve Wakefield – Appointed August 2017**

- 199 Johns Road Limited – Shareholder, Director
- Black Bear Trust - Trustee
- Brackenridge Services Limited - Director
- Canterbury Angel Investors Association – Founding Member
- Carolina Homes Limited – Director, Shareholder
- Christchurch Cathedral Reinstatement Limited – Director
- Church Property Trustees of the Anglican Diocese of Christchurch – Trustee
- Cookie Time Group - Director
- Court Theatre Trust - Trustee
- Deloitte Limited – Former Partner
- East Lake Trust – Trustee
- EVNEX Limited – Chairman of Directors, Shareholder
- Foodstuffs South Island Cooperative Limited – Independent Director
- Foodstuffs S.I Properties Ltd – Director
- Greater Christchurch Schools Network Trust – Chairman of Trustees
- HealthOne (General Partner) Limited – Director
- HealthOne – Independent Chair, Health One Advisory Group
- Innovative Software Limited – Director, Shareholder
- MastaPlex Limited – Shareholder
- MedSalv Limited – Director
- Murdoch Manufacturing Ltd – Director

- Nutrient Rescue Limited – Shareholder
- NZ Health Innovation Hub Limited – Chairman of Directors
- Old Boys Collegians Cricket Club - President
- Olympio Metals Limited – Shareholder
- Paenga Kupenga Limited – Director
- Ravenscar Trust – Chairman
- St Barnabas Church – Vestry member and Synod representative
- St Barnabas Fendalton Trust - Chairman
- Steve Wakefield Services Limited – Shareholder and Director
- Streamliners NZ Limited - Director
- Swallowing Technologies Limited – Chairman, Shareholder
- Syft Limited – Shareholder
- The Taurus Trust – Trustee
- Townsend Fields Limited – Managing Director
- University of Canterbury – Chairman, 150th Anniversary Committee
- Wakefield Holdings Limited – Director

##### **Kate Lopez – Appointed May 2018**

- BLNK 2020 Ltd – Director
- Lopez Consulting Limited – Director
- Beamtree, National Manager

##### **Gail Gibson – Appointed October 2020**

- Medical Council of New Zealand, Performance Assessment and Professional Conduct Committee – Member
- Police and Families Credit Union – Director

##### **Julie Hands – Appointed October 2021**

- Ronald McDonald House South Island – Trustee
- Julie Hands Trust – Trustee and beneficiary
- St John NZ – Senior Legal Counsel
- Hawkesbury Trust – Family Member of Resident

##### **Sir John Hansen – Appointed 1 April 2022**

- Bone Marrow Cancer Trust – Trustee
- Canterbury Cricket Trust - Member

- Christchurch Casino Charitable Trust - Trustee
- Court of Appeal, Solomon Islands, Samoa, and Vanuatu
- Dot Kiwi – Director and Shareholder
- Judicial Control Authority (JCA) for Racing – Appeals Tribunal Member
- Gas Industry Co Ltd - Rulings Panel
- Kaianga Ora - Director

## 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	\$22,521
Steve Wakefield	\$11,260
Gail Gibson	\$11,260
Julie Hands	\$11,260
Kate Lopez	\$5,633
Sir John Hansen	n/a

## 5. Key Management Compensation

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

	2023	2022
\$110,000 to \$119,999	1	1
\$120,000 to \$129,999	1	1
\$140,000 to \$149,999	1	1
\$150,000 to \$159,000	1	1
\$190,000 to \$199,000	1	1

	2023	2022
Salaries and other short term employee benefits incl Kiwi Saver	805,906	735,570
Post-employment benefits	Nil	Nil
Other long-term benefits	Nil	Nil
Total remuneration	805,906	735,570
Number of persons recognised as key management personnel	6	6

## 6. Payments in Respect of Termination of Employment

During the year, the company paid \$48,400 in respect of terminations of employment with Brackenridge (2022: \$10,000).

During the year a provision of \$27,000 was made in respect of termination of employment with Brackenridge (2022: \$5,000).

## 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 Made

Donations made during the year were \$500 (2022: \$1,000).

## 9. Disclosures and Statements

### Board Members

Jane Cartwright – Chair

Steve Wakefield

Gail Gibson

Kate Lopez

Julie Hands

Sir John Hansen

### Chief Executive

Pip Stewart

## 10. Registered Office

32 Oxford Terrace, Christchurch 8011.

## 11. Address for Service

128 Wrights Road, Addington, Christchurch 8024

# Acknowledgments

With our roots firmly planted in the local Canterbury community, we want to express our heartfelt gratitude for the community support we have received in this past year. Building a positive impact in people's lives truly takes a collective effort, and it's a mission we take immense pride in. A thank you to all our funders, donors and supporters – your support, no matter how big or small – makes such a difference to the people we support.

Thank you. Ka pai.





## **Brackenridge Services Limited**

[www.brackenridge.org.nz](http://www.brackenridge.org.nz)

[enquiries@brackenridge.org.nz](mailto:enquiries@brackenridge.org.nz)

Private Bag 4738 128 Wrights Road,  
Addington Christchurch 8024  
New Zealand

**BRACKENRIDGE**  
Mana-enhancing support 