



Annual Report

Upper Clutha Hospice Trust Board
For the year ended 31 March 2021

Prepared by Sidekick Wanaka Limited

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Entity Information

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

Legal Name of Entity

Upper Clutha Hospice Trust Board

Entity Type and Legal Basis

Registered Charitable Trust with income tax exemption
Incorporated under Charitable Trusts Act 1957

Registration Number

CC49439

Entity's Purpose or Mission

To fundraise for development and manage a palliative and respite care facility for the Upper Clutha. To generally assist with the care for those with terminal illness in the region.

Entity Structure

Charitable Trust

Main Sources of Entity's Cash and Resources

Donations

Shop Income

Investment Income

Main Methods Used by Entity to Raise Funds

Fundraising and Hospice Shop

Entity's Reliance on Volunteers and Donated Goods or Services

Reliance on volunteer hours and donated goods is paramount to the Trust.

Physical Address

11A Brownston Street, & 9 Gordon Road

Wanaka

Postal Address

PO Box 799, Wanaka

Website Address

www.uppercluthahospicetrust.org

Approval of Financial Report

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

The Trustees are pleased to present the approved financial report including the historical financial statements of Upper Clutha Hospice Trust Board for year ended 31 March 2021.

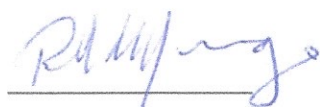
APPROVED

A handwritten signature in blue ink, appearing to read "Ross Parry", written over a horizontal line.

Trustees Name: Ross Parry

Position: *Trustee*

Date: *22/9/2021*

A handwritten signature in blue ink, appearing to read "Russell McGeorge", written over a horizontal line.

Trustees Name: Russell McGeorge

Position: *Chairman*

Date: *22 Sept 2021*

Statement of Service Performance

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

Description of Entity's Outcomes

The principal purpose of the Trust is to provide and support the provision of palliative and respite care to terminally ill patients in the district of Upper Clutha. This shall include but not be limited to the following:

- a. To develop, fund, own and operate a public palliative and respite care facility located in the town of Wanaka including the provisioning of fixtures, fittings and equipment ("the care facility");
- b. To provide top up operational funding as required beyond funding provided by the Ministry of Health, District Hospital Board or other Government agency in relation to the provision of palliative and respite care;
- c. To expand, add to and/or relocate the care facility over time as necessary to meet the demands for the facility;
- d. To fund and provide end of life nursing and clinical support for terminal patients either using the care facility, or for those who choose to remain in and be cared for in the community;
- e. To financially support terminally ill patients, where appropriate, by the provision of support services, such as but not limited to:
 - i. The cost of travel out of the Upper Clutha District for medical appointments and/or treatment;
 - ii. The cost of ambulance transfers;
 - iii. The cost of night nursing care;
 - iv. Incidental general practitioner and other medical costs.
- f. To fund and/or own as appropriate, medical equipment for use both in the care facility and by health care professionals caring for terminal patients in the community.
- g. To support nursing and clinical palliative and respite care training and education by the provision of funding for training and education courses.
- h. To provide financial and other support to other parties providing services for the terminally ill in the Upper Clutha District such as, by way of example, the Otago Community Hospice and Dunstan Hospital.
- i. To generally do or perform all such acts, matters or things as may be incidental or conducive to the attainment of any of the foregoing purposes.

Description and Quantification of the Entity's Outputs

	Actual	Actual (Last year)
Operated the Trust's Stina Mooyman Palliative Care Suite at the Aspiring Enliven Care Centre in Wanaka throughout the financial year. Occupancy significantly down due to Covid in the early months and patient electing to stay in their own homes at the end of the period	32% average occupancy	72% Average Occupancy
Funded additional nursing support for patients in the Suite where needed, plus patient GP costs when terminal patients have exhausted their Government funding allocation	Total of \$6171 in support provided	Total of \$7,400 in support provided - approximately 3 times the level of support provided last year.
Donation to the Otago Community Hospice to assist in their provision of services into the Upper Clutha. The OCH services are largely coordination services for terminal patients. The Trust's Stina Mooyman Suite and financial support to patients for	\$35,000	\$35,000



additional nursing and the payment of GP fees etc complements the OCH's services

Operated the Trust's Hospice Shops (2) and associated warehouse throughout the year.	Retail turnover up slightly (<1%) on last year	Retail turnover up slightly (2%) on last year
The Trust sponsors a 0.5 FTE Palliative Care District Nurse in the Upper Clutha for patients wishing to remain in their own homes, through Dunstan Hospital. This service commenced in July 2019 and has proved to be a valuable additional support service for the terminally ill and allows the other District Nurses to focus on general district nursing services	Sponsorship cost \$60,000 pa	Sponsorship cost \$60,000 pa
The Trust employs one full-time Retail Manager, one part-time Warehouse Manager and part-time assistants in addition to a large team of volunteer workers	Four paid staff and some 50 volunteers	Four paid staff and some 60 volunteers
The Trust has made application to Crown Law to modify its Trust Deed to more accurately reflect the services and support that the Trust is providing, and to update administrative procedures.	Trustees amendments all approved by the Attorney General 1/04/21	Trust seeking to update its Trust Deed to reflect services provided



Statement of Financial Performance

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

	NOTES	2021	2020
Revenue			
Donations, fundraising and other similar revenue	1	51,603	37,058
Revenue from providing goods or services	1	397,177	394,024
Interest, dividends and other investment revenue	1	17,037	24,739
Other revenue	1	8,302	-
Total Revenue		474,119	455,821
Expenses			
Expenses related to public fundraising	2	2,824	1,383
Volunteer and employee related costs	2	110,524	107,588
Costs related to providing goods or service	2	162,780	116,205
Depreciation	2	6,540	9,846
Interest and finance charges	2	2,200	3,824
Other expenses	2	14,400	4,893
Total Expenses		299,267	243,739
Operating Surplus/(Deficit) for the Year		174,852	212,082
Non Operating Expenses			
Contribution COHSL - District Nurse		60,277	59,982
Contribution - Otago Community Hospice		35,000	35,000
Total Non Operating Expenses		95,277	94,982
Net Profit/ (Loss) for the Year		79,575	117,100

The attached Notes and Independent Auditors Report form an integral part of these financial statements

Statement of Financial Position

Upper Clutha Hospice Trust Board
As at 31 March 2021

	NOTES	31 MAR 2021	31 MAR 2020
Assets			
Current Assets			
Bank accounts and cash	3	41,950	171,918
Investments	3	1,083,552	841,445
Total Current Assets		1,125,502	1,013,363
Non-Current Assets			
Aspiring Enliven Care Centre Limited Partnership (License to occupy suite)	3	399,730	399,730
Property, Plant and Equipment	5	43,196	56,728
Total Non-Current Assets		442,926	456,458
Total Assets		1,568,428	1,469,821
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	20,033	4,424
Goods and services tax	4	(1,700)	(5,122)
Total Current Liabilities		18,333	(698)
Total Liabilities		18,333	(698)
Total Assets less Total Liabilities (Net Assets)		1,550,094	1,470,519
Accumulated Funds			
Accumulated surpluses or (deficits)	6	1,550,094	1,470,519
Total Accumulated Funds		1,550,094	1,470,519

The attached Notes and Independent Auditors Report form an integral part of these financial statements

Statement of Cash Flows

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

	NOTES	2021	2020
Cash Flows from Operating Activities			
Donations, fundraising and other similar receipts		51,603	37,058
Receipts from providing goods or services		397,177	394,024
Interest, and other investment receipts		17,037	24,739
Cash receipts from other operating activities		8,302	-
GST		15,848	8,063
Payments to suppliers and employees		(375,905)	(340,326)
Total Cash Flows from Operating Activities		114,063	123,558
Cash Flows from Investing and Financing Activities			
Receipts from sale of investments		774,694	111,296
Payments to acquire property, plant and equipment		-	(2,706)
Payments to purchase investments		(1,016,801)	(479,820)
Cash Flows from Other Investing and Financing Activities		(1,924)	(9,549)
Total Cash Flows from Investing and Financing Activities		(244,031)	(380,779)
Net Increase/ (Decrease) in Cash		(129,969)	(257,221)
Cash Balances			
Cash and cash equivalents at beginning of period	3	171,918	429,140
Cash and cash equivalents at end of period	3	41,950	171,918
Net change in cash for period		(129,969)	(257,221)

The attached Notes and Independent Auditors Report form an integral part of these financial statements

Statement of Accounting Policies

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

Basis of Preparation

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

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Goods and Services Tax (GST)

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

Income Tax

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

Bank Accounts and Cash

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

Sale of Goods

Revenue from the sale of goods is recognised when the entity has transferred to the buyer the significant risk and rewards of ownership of the goods supplied. Significant risks and rewards are generally considered to be transferred to the buyer when the customer has taken undisputed delivery of the goods.

Fundraising and Donations Revenue

Donations and fundraising revenue is recognised as revenue when it received.

Interest Income

Interest income is recognised as it accrues, using the effective interest method.

Property, plant and equipment

Except for land and buildings, items of property, plant and equipment are measured at cost, less accumulated depreciation and any impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the asset.

Asset Class	Cost	Rate	Method	Accumulated Depreciation	Closing Book Value
Motor Vehicles	15,000	30%	Diminishing Value	13,235	1,765
Furniture & Fittings	89,222	10% - 100%	Diminishing Value	42,111	41,432



Investments

Investments are carried at the lower of cost and net realisable value. Where in the Trustees opinion there has been a permanent reduction in the value of the investments this has been brought to account in the current period.

Intangible Assets

In return for a capital contribution paid by the Trust to Aspiring Enliven Care Centre Limited Partnership, the Aspiring Enliven Care Centre Limited Partnership granted to the Trust a licence to occupy the Hospice Facility in Aspiring Enliven for the life of the premises or such shorter period as may be agreed between the parties, on terms set out in a Heads of Agreement.

This right to use the facility has an indefinite life, and will be monitored for impairment and whether a useful life should be determinable.

Amendment of Trust Deed

Over recent years the Trustees have reached the opinion that the Trust's original Deed was inadequate in terms of its objectives and administrative procedures for the future operations of the Trust.

During the reporting period the Trustees have implemented the procedures of Part 4 of the Charitable Trust Act 1957 under which the Trust is registered, to apply to the Attorney General to amend the Trust's Deed. Public notices were given, and a public meeting was held to approve the Trustee's proposed amendments. The Attorney General approved the amendments on April 1 2021, and the documentation of the amendments and approval has been filed with the Christchurch High Court as file "CIV-2021-412-000020 Upper Clutha Hospice Trust" and is open to public inspection free of charge.

Notes to the Performance Report

Upper Clutha Hospice Trust Board For the year ended 31 March 2021

	2021	2020
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Received	43,458	28,167
Fundraising (No GST)	8,145	8,890
Total Donations, fundraising and other similar revenue	51,603	37,058
Revenue from providing goods or services		
Sales- Shop Cash	63,806	89,868
Sales- Shop EFT-POS	200,828	207,236
Sales - Warehouse Cash	27,344	30,025
Sales - Warehouse Eftpos	90,983	66,895
Online Sales	14,216	-
Total Revenue from providing goods or services	397,177	394,024
Interest, and other investment revenue		
Interest Received	17,037	24,739
Total Interest, and other investment revenue	17,037	24,739
Other revenue		
Covid-19 Wage Subsidy	8,302	-
Total Other revenue	8,302	-
	2021	2020

2. Analysis of Expenses

Expenses related to public fundraising		
Fundraising Expenses	2,824	1,383
Total Expenses related to public fundraising	2,824	1,383
Volunteer and employee related costs		
Wages & Salaries	110,524	107,588
Total Volunteer and employee related costs	110,524	107,588
Costs related to providing goods or services		
Accident Compensation Levy	896	877
Advertising	2,324	775
Cleaning & Laundry	2,340	3,297
Computer Expenses	386	-
District Nurse Expenses	437	-
Entertainment Deductible	2,477	-
Freight & Courier	990	115
General Expenses	-	225
Gifts	1,101	115
Insurance	10,288	7,181
Licences & Registrations	44	44

	2021	2020
Light Power & Heating	2,995	3,011
Medical Care Subsidy	5,734	7,400
Minor Assets	2,241	698
Motor Vehicle Expenses	1,846	1,482
New Shop Expenses	21,408	-
PSO Services	5,963	1,790
Plant & Equipment Hire	1,882	1,882
Postage	220	13
Printing & Stationery	3,038	3,167
Warehouse Rent	43,125	39,531
Rates	2,161	-
Rent Shop	31,468	27,500
Repairs & Maintenance	1,867	948
Rubbish Removal	2,215	2,819
Security	87	449
Shop Expenses	7,009	6,984
Staff Expenses	2,049	2,130
Storage	2,533	-
Telephone, Tolls & Internet	3,652	3,316
Trademe Fees	-	453
Total Costs related to providing goods or services	162,780	116,205
Depreciation		
Depreciation	6,540	9,846
Total Depreciation	6,540	9,846
Interest and finance charges		
Bank Charges	2,200	3,824
Total Interest and finance charges	2,200	3,824
Other expenses		
Accountancy Fees	2,158	1,991
Audit Fee	2,826	2,557
Entertainment Non Deductible	-	346
Legal Expenses	2,424	-
Loss on Sale of Fixed Asset	6,991	-
Total Other expenses	14,400	4,893

	2021	2020
3. Analysis of Assets		
Bank accounts and cash		
ANZ Savings account	25,748	-
ANZ Cheque Account	16,202	171,918
Total Bank accounts and cash	41,950	171,918
Investments		
ANZ Term Deposit-1001	120,776	117,835
ANZ Term Deposit -1002	62,776	61,213
ANZ Term Deposit - 1003	-	409,561
ANZ Term Deposit - 1005	450,000	-
ANZ Term Deposit - 1006	450,000	-
SBS Term Deposit No 1	-	118,004
SBS Term Deposit No 2	-	116,307
Term Deposit -Westpac	-	18,526
Total Investments	1,083,552	841,445
Intangible Assets		
Aspiring Enliven Care Centre Limited Partnership (License to occupy suite)	399,730	399,730
Total Intangible Assets	399,730	399,730
	2021	2020

4. Analysis of Liabilities

	2021	2020
Creditors and accrued expenses		
Accounts Payable	20,033	4,424
GST	(1,700)	(5,122)
Total Creditors and accrued expenses	18,333	(698)
	2021	2020

5. Property, Plant and Equipment

	2021	2020
Motor Vehicles		
Vehicles owned	15,000	15,000
Accumulated depreciation - vehicles owned	(13,235)	(12,479)
Total Motor Vehicles	1,765	2,521
Furniture and Fittings		
Furniture and fittings owned	72,011	87,910
Accumulated depreciation - furniture and fittings owned	(30,580)	(33,703)
Total Furniture and Fittings	41,431	54,207
Total Property, Plant and Equipment	43,196	56,728

	2021	2020
6. Accumulated Funds		
Accumulated Funds		
Opening Balance	1,470,519	1,353,419
Accumulated surpluses or (deficits)	79,575	117,100
Total Accumulated Funds	1,550,094	1,470,519
Total Accumulated Funds	1,550,094	1,470,519

7. Commitments

1. The shop moved to a new premise at 11A Brownston Street, Wanaka on the start of February 2021. A lease was entered into from January 1, 2021 with a term of four years. Rental fee is at \$5,270.83 per month.
2. Warehouse - 9A Gordon Road, Wanaka. A lease was entered into in October 2017 and has a term of four years with one right of renewal. The annual rental is \$37,500.

8. Contingent Liabilities and Guarantees

The Rotary Club of Wanaka waived the contingent liability relating to their grant of funds for heat pumps by correspondence dated July 21, 2021.

9. Related Parties

There were no transactions involving related parties during the financial year.

10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.