



**Home & Community Health**  
Association

Financial Statements for the year ended  
30 June 2021

**Non-financial Information:**

Entity Information  
Statement of Service performance

**Financial Information**

Statement of Financial Performance  
Statement of Financial Position  
Statement of Cash Flows  
Statement of Accounting Policies  
Notes to the Performance Report

This financial report was prepared in accordance with the following Financial Reporting Standard: Public Entity Simple Format Reporting – Accrual (Not-for-Profit) PBE SFR-A (NFP), Tier 3

## Home and Community Health Association Inc. Entity Information

**Legal Name:** Home and Community Health Association Incorporated  
**Other Name:** Home and Community Health Association (HCHA)  
**Legal Basis:** Charitable Trust and Incorporated Society  
Charities Registration Number: CC10318  
Incorporated Society Number: 5904843

### **Board structure:**

The constitution of HCHA states that its Board must have six elected Board members elected by the membership, and two independent Board members, appointed by the Board.

### **Operational Structure:**

The operations are managed by the Chief Executive Officer. Tasks such as technology support are contracted to external parties.

### **Membership Structure:**

Members comprise of organisations that provide home and community support services (provider members), organisations that have an interest in home and community support services but are not directly providers (affiliate organisations) and individuals that have an interest in home and community support services (affiliate individuals).

### **Purpose and Mission:**

HCHA's vision is for high quality, sustainable home and community health services. Its mission is representation and support for members. Its purposes are advocacy, influence and innovation.

### **Main Sources of Cash and Resources:**

HCHA's primary source of revenue is from membership fees. It receives other Income from a mixture of contracts, events, interest, rent and director fee payment.

### **Main methods used by HCHA to Raise Funds**

Membership (provider and affiliate) is the main method used by HCHA to use funds. It also runs a conference each 18 months and contracts for some services.

### **Reliance on Volunteers and Donated goods or services:**

Board members provide voluntary support to HCHA, as do people representing HCHA on a range of advisory and consultative groups. The HCHA does not receive or handle donated goods.

### **Contact Details:**

Physical Address: Level 4, 120 Featherston Street, Wellington 6011  
Postal Address: PO Box 5344, Wellington 6140  
Phone: 64 4 4723196  
Email: [info@hcha.org.nz](mailto:info@hcha.org.nz)  
Website: [www.hcha.org.nz](http://www.hcha.org.nz)

# Home and Community Health Association Inc.

## Statement of Service Performance for the year ended 30 June 2021

**Vision:** High quality, sustainable, home and community health services.  
**Mission:** Representation and support for members  
**Purposes:** Advocacy, influence and innovation.

Outputs to outcomes in Strategic Plan 2017-2020:		2020-21
Advocacy: building partnerships and supporting member priorities	<b>Leadership on significant issues</b> Participation in HCSS Joint Working Groups – meeting hours and preparation time.	192 hours
	<b>Leadership and collaboration on strategic issues</b> Health and safety, Covid-19 Response, strategic disability issues, workforce development, Caring Counts, recruitment initiatives, new models of care, health and disability strategies (meeting hours), pay equity negotiations, Covid-19 vaccinations; and specific service model liaison	273 hours
	<b>Workforce</b> (Careerforce engagement, Kaiāwhina)	42 hours
	<b>Research and Reports</b> HCSS Workforce Health & Safety', Annual Report (number of reports)	2 reports
Influence: working with government, engaging strategically	<b>General member support</b> and OIA requests (number)	19 supports
	<b>Consumer Support</b> and liaison:	12 supports
	<b>Legislation</b> submissions and hearings, written and oral, briefings for members on legal matters	3 submissions/ member advice
	<b>Submissions:</b> National HCSS Framework, migrant workforce, Health system review	2 submissions
	<b>HCHA Board</b> meetings and support	192 hours
	<b>Events:</b> Leader's forum, Webinars/teleconferences – attendees	62 attendees
	<b>General Liaison:</b> events, parliamentary liaison hours	6 events
Innovation: Supporting better data use and member innovations	<b>Communications:</b> 'In-house' newsletters/membership information, media articles, releases and interviews (number)	8
	<b>Technology</b> (including Interrai)	3 providers
	<b>Innovation support: Projects Completed or Underway:</b>	
	Settlement Parties Action Group	210 hours
	Rove	40 hours
Pressure Injuries	4 hours	
Workforce development (hours)	26 hours	
Medication Guidelines	4 hours	
Alliancing, formal arrangements	3 alliances	

# Home and Community Health Association Inc.

## Statement of Financial Performance For the year ended 30 June 2021

	NOTE	2021 \$	2020 \$
<b>INCOME</b>			
Subscriptions		182,590	210,145
Workforce Development project		27,951	-
Rent		-	608
Events		-	7,327
Interest		3,656	7,546
ACC H&S Project		-	-
<b>TOTAL INCOME</b>		<b>214,197</b>	<b>225,626</b>
<b>EXPENDITURE</b>			
Dues and Subscriptions		795	1,559
Advertising and Promotion		100	955
Audit		1,750	2,000
Consultancy		4,500	5,542
Depreciation		1,197	1,012
ACC H&S Project		-	15,000
HCHA Board Expenses		6,280	10,734
CEO Travel & Expenses		39	208
Industry Report	8	-	156,669
Office & Administration			
Technology		2,901	2,902
Bank fees		-	85
Insurance		993	2,390
Cleaning		399	731
Repairs and Maintenance		110	95
Photocopying & Stationery		346	786
Printing		108	337
Postage		191	183
Rent		11,000	11,000
Telephone & Tolls		4,364	3,687
Website Maintenance		2,082	1,293
Electricity & Wifi		315	625
Legal Fees		3,416	-
General Expenses		250	419
CEO Remuneration and Secretarial Support	7	133,493	124,260
<b>TOTAL EXPENDITURE</b>		<b>174,629</b>	<b>342,472</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>39,568</b>	<b>(116,846)</b>

# Home and Community Health Association Inc.

## Statement of Cash Flows for the year ended 30 June 2021

	2021	2020
	\$	\$
<b>Cash Flows from Operating Activities</b>		
<b>Cash was received from:</b>		
Subscriptions from members	213,549	216,797
Receipts from providing goods or services	0	10,435
Interest from investments	4,004	8,132
	<hr/>	
<b>Total cash received (net GST)</b>	<b>217,553</b>	<b>235,364</b>
<b>Cash was applied to:</b>		
Payments to suppliers	40,700	213,480
Payments to employees	131,692	122,303
Net GST	(1,653)	17,121
	<hr/>	
<b>Total cash applied (net GST)</b>	<b>170,739</b>	<b>352,904</b>
	<hr/>	
<b>Net Cash from Operating Activities</b>	<b>46,814</b>	<b>(117,540)</b>
<b>Cash Flows from Investing Activities</b>		
<b>Cash was applied to:</b>		
Purchase of property, plant & equipment	1,522	2,238
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<b>Net Cash from Investing Activities</b>	<b>-</b>	<b>-</b>
	<hr/>	
<b>Net Increase/(Decrease) in Cash</b>	<b>45,292</b>	<b>(119,778)</b>
Opening Cash	321,184	440,962
<b>Closing Cash</b>	<b>366,476</b>	<b>321,184</b>
	<hr/>	
<b>Represented By</b>		
Bank accounts and cash	97,690	56,342
Westpac Bank – Term Deposits	268,786	264,842
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<b>Closing bank balance</b>	<b>366,476</b>	<b>321,184</b>
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**Home and Community Health Association Inc.**  
Statement of Financial Position  
as at 30 June 2021

	NOTE	2021 \$	2020 \$
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	1	97,690	56,342
Westpac Bank – Term Deposits	2	268,786	264,842
Trade Debtors		998	-
GST Receivable		13,456	15,113
Accrued Interest		491	839
Prepayments		663	303
<b>Total Current Assets</b>		<b>382,084</b>	<b>337,439</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	3	2,342	2,017
<b>Total Assets</b>		<b>384,426</b>	<b>339,456</b>
<b>Current Liabilities</b>			
Accounts Payable		13,874	14,277
Provision for Holiday Pay		2,240	896
PAYE, Kiwisaver, ESCT		537	164
Subscriptions in Advance		38,608	6,652
Provision for Pay Negotiations		-	27,952
Provision for Wages		980	896
<b>Total Current Liabilities</b>		<b>56,239</b>	<b>50,837</b>
<b>Accumulated Funds</b>			
Opening Accumulated Funds		288,619	405,465
Net Surplus/(Deficit) for the year		39,568	(116,846)
<b>Total Closing Accumulated Funds</b>		<b>328,187</b>	<b>288,619</b>
<b>Total Accumulated Funds and Liabilities</b>		<b>384,426</b>	<b>339,456</b>

*Murray Penman*

Chairperson

Chief Executive Officer

# **Home and Community Health Association Inc.**

Notes to and forming part of the Financial Statements  
For the year ended 30 June 2021.

## **Statement of Accounting Policies**

### **Basis of Reporting**

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

### **Goods and Services Tax (GST)**

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated Inclusive of GST.

### **Income Tax**

The Home and Community Health Association is a registered Charity and is exempt from income tax under Sections CW41 and CW42 of the Income Tax Act 2007.

### **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.

### **Lease Payments**

Payments made under operating leases are recognised in the statement of financial performance on a straight-line basis over the term of the lease.

### **Property, Plant and Equipment**

PPE are measured at cost less accumulated depreciation and accumulated impairment losses.

Depreciation is based on the cost of an item of PPE less its residual value. Computer Equipment is depreciated at 48%DV and Office Equipment at 15%DV.

### **Changes in Accounting Policies**

There have been no changes in accounting policies during the financial year.

## Home and Community Health Association Inc.

Notes to and forming part of the Financial Statements  
for the year ended 30 June 2021.

### 1) Bank accounts and Cash

	2021	2020
	\$	\$
Westpac Bank – Cheque A/c	97,097	55,749
Westpac Bank – Savings A/c	263	263
Westpac Bank HCHA Conference Bank A/c	330	330
	<b>97,690</b>	<b>56,342</b>

### 2) Term Deposits

Westpac Term Deposit 023, \$55,323.77 at 0.80% p.a., maturing 24/12/21  
Westpac Term Deposit 009, \$154,373.23 at 0.80% p.a., maturing 27/11/2021  
Westpac Term Deposit 021, \$59,088.61 at 0.08% p.a., maturing 17/9/2021

### 3) Plant, property and equipment

	2021	2020
	\$	\$
Computer and Office Equipment – at cost	8,388	6,866
Less Provision for Depreciation	6,046	4,849
<b>Total plant, property and equipment</b>	<b>2,342</b>	<b>2,017</b>

### 4) Commitments

There are no known capital commitments at year end. (2020: Nil)

#### *Premises Lease:*

HCHA lease terminated on 20 April 2021 and is now renting on a month by month basis.

	2021
Not later than one year	-
Later than one year but no later than 3 years	-

### 5) Contingent Liabilities

There are no known contingent liabilities at year end. (2020: Nil)

### 6) Related Parties

There are no related party transactions.

### 7) CEO Remuneration

Following the resignation of the former CEO in August 2018, the new CEO was contracted on a contractor basis.



## **8) Industry Report**

EY were commissioned to research and report on 'Understanding the Contribution of the Home and Community Support Sector to New Zealand'. The report is being utilised in effecting change within the Home and Community Sector.

## **9) COVID – 19**

On 30 January 2020, the spread of novel Corona virus (COVID-19) was declared a public health emergency by the World Health Organisation.

From 25 March 2020, New Zealand was placed into Alert Level 4 lockdown to combat the pandemic, for a minimum period of four weeks.

From 28 April 2020 this was reduced to Alert Level 3 with some restrictions relaxed, for a period of two weeks.

From 13 May 2020 this was reduced to Alert Level 2, with lockdown restrictions further reduced.

From 9 June 2020 this was reduced to Alert Level 1, with domestic lockdown restrictions removed.

From 12 August 2020 Auckland was placed on Alert Level 3. From 30 August 2020 this was reduced to Alert Level 2.

From 21 September New Zealand, with the exception of Auckland, was placed on Alert Level 1. Auckland was reduced to Alert Level 1 on 7 October 2020.

From 14 February 2021 Auckland was placed on Alert Level 3. This was reduced to Alert Level 2 on 17 February 2021 and to Alert Level 1 on 22 February 2021.

From 7 March 2021 Auckland was placed on Alert Level 2. This was reduced to Alert Level 1 on 12 March 2021.

From 23 June 2021 Wellington was placed on Alert Level 2. This was reduced to Alert Level 1 on 29 June 2021.

From 18 August 2021 New Zealand was placed on Alert Level 4.

The Board will continue to monitor the impact of COVID-19 on the entity but at the date of signing this report the Board does not believe the entity has been, or will be, adversely financially affected by the pandemic.

## **10) Subsequent events**

There have been no material events subsequent to balance date that would result in either adjustment to or disclosure in these financial statements.

## **INDEPENDENT AUDITOR'S REPORT**

### **To the Members of the Home and Community Health Association Inc**

We have audited the accompanying performance report of the Home and Community Health Association Inc., which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2021, the statement of financial position as at 30 June 2021, and the statement of accounting policies and other explanatory information.

#### **Board Responsibilities**

The Board are responsible for:

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

In preparing the performance report, the Board are responsible on behalf of Home and Community Health Association Inc for assessing Home and Community Health Association Inc's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board either intend to liquidate Home and Community Health Association Inc or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's Responsibilities**

It is our responsibility to express an independent opinion on the financial statements presented by the Board and report our opinion to you.

#### **Basis of Opinion**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- the significant estimates and judgements made by the Board in the preparation of the financial statements, and
- whether the accounting policies are appropriate to the Association's circumstances, consistently applied, and adequately disclosed.

We planned and performed my audit so as to obtain all the information and explanations that we consider necessary. We obtained sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

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

This report is made solely to the members of Home and Community Health Association Incorporated. Our audit has been undertaken so that we might state to the members/ trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members/ trustees, for our audit work, for this report, or for the opinions we have formed

### **Unqualified Opinion**

We have obtained all the information and explanations we have required.

Based on our audit,

- i) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are suitable.
- ii) the performance report presents fairly, in all material respects the financial position of Home and Community Health Association Wellington Inc as at 30 June 2021 and its financial performance and cash flows for the year then ended; and the entity information and its service performance for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

My audit was completed on 8 November 2021 and my unqualified opinion is expressed as at that date.



G A CROSS, Accountant  
Cross Financial Services Ltd