



華人社區服務中心

CNSST CHINESE NEW SETTLERS SERVICES TRUST



ANNUAL REPORT 2013-2014



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Acknowledgement

Chinese New Settlers Services Trust (CNSST) recognizes and appreciates the kind support of our stakeholders, including board, volunteers, clients, employees and contractors; we thank in particular all of our funders (see the full list of names on page 29). We also very much appreciate the good will of organisations and individuals who made donations to us or contributed goods in kind and of our volunteers who have contributed long working hours!

Comments & Feedback from our Stakeholders

We received a number of high comments from our stakeholders in this financial year. Due to limited space, we can only list some of them as below:

From Our Clients:

- “As a single parent with an 11-year-old boy, it is very difficult for me to work full time, however your support and encouragement has helped me continue my work...I very much hope that there are more people like you working in this community.”
- “The Auckland Entrepreneur Forum was professionally organised for our business owners. I am grateful to attend the forum with achievement of knowledge and business network...”
- “I have a son with disability and autism which makes me unable to work. Thank you for the support and care from CNSST to my three children and our family...”
- “After constantly failing in getting a job, I had low self-esteem ... MYOB training helped me so much boosting my skills and confidence. Thank you so much.”
- “Thank you for supporting me and my children, I really appreciated your counselling in Korean language during this difficult time. I will never forget your effort and try my best to keep parenting skills which you show me. ”
- “My husband passed away 16 years ago and my only son died in 15 years ago because of a car accident... My daughter was diagnosed cancer and passed away in 2013... I had loneliness, desperation and depression until a day I get support service from CNSST...”
- “Thank you for the training and encouragement in my field placement ...CNSST is the best place for practise as I learnt not only work manners but also life attitude...”
- “Many thanks for CNSST organising *Zhong Hua Wen Hua Da Le Yuan* Chinese Cultural Camp. It's the first time in NZ that so many children and young people (253 children) were organised together to cohesively learn Chinese culture. My son became interested in learning Chinese language and culture with so many fellows now...”
- “I felt helpless due to the language barrier. However, my Chinese friends and I go to the CNSST Knitting club together for handcrafts and English study, which made my life more colourful and meaningful...Now, I know more knowledge about New Zealand.”

From Our Network Organisations:

- “Massey University - The Social Work Field Education Programme thanks CNSST for taking social work students on placement in 2013. You are creating the future of Social Work today.”
- “Counties Manukau Police recognises CNSST of your hard work, dedication and support shown to (FVIARS) during 2013. Your commitment and devotion to family violence intervention and prevention is greatly valued and appreciated by the New Zealand Police.”

CNSST Highlights for the year



The SHU approval of CNSST's First Social Housing Project - "CNSST Old Friends Apartment"



2014 Auckland Entrepreneur Forum was held at Soljan's Winery in Kumeu



CNSST 15th Anniversary and Opening Ceremony of CNSST Education Institute



Asian Community Hub and expansion of social services to the wider community



The External Advisory Panel of CNSST EI: Professional Paul Spoonley, Ms Chris Sutton and Ms Nora Yao



The CNSST 2-week Chinese 'Cultural Camp' with 253 local young participants



'Overseas Model School for the Teaching of Chinese' & "Excellent School in Teaching Chinese Culture" Award



"Community Volunteer Award" by Maungakiekie-Tamaki Local Board, Auckland Council



CNSST Translation services (Chinese-English) were launched



Asian Volunteer Centre: This year we trained and placed 72 registered volunteers into community services.

Chairperson's Report

The Board of Trust is very pleased with the management team's performance. All the Trustees have contributed time and effort to the governance of the Trust's operations with their expertise and knowledge.

The key milestone that marks a change of major significance in CNSST's development journey has been the granting of funding by the government in October 2013 for CNSST's social housing project. CNSST is now deemed as a registered social housing provider entrusted with the development of social rental housing to meet the increasing housing, social and cultural demands from the local Asian aging population.

As a result of this change, our board has set out the goal of CNSST's long term development strategy, namely:

By 2023 CNSST aims to be developed itself as an "Asian community hub" and to have achieved the goal of forming "CNSST Group", which is to be a social enterprise including social services, education and social housing run in a financially sustainable way.

Our Trust will thereby be capable of making a significant positive impact on local Asian communities and enabling Asian migrants to more fully participate in and contribute to New Zealand society in social, economic, cultural and environmental aspects.

To cope with the rapid expansion of the trust activities, the Board has added one more vice-chairperson to oversee the Trust's activities: Dr. Wilson Young (Social Services and Office administration) and Ms. Stella Chan (Social Enterprises). All the trustees have in one way or another constantly sharpened our knowledge and skills to meet the ever changing world and progression of the NGO. Stella has been admitted to attend Business School of Harvard University this October for a course on 'Governing on Nonprofit excellence' at her own cost. On behalf of the Board, I express here a very big thank you to her for her initiative. I wish also to thank, in particular, our trustee, Song Lam, for her proficiency in Maori culture which enabled the local iwi to have a good understanding of our Senior Housing Project.

The Board would like to thank the whole management team as well as the volunteers led by Executive Director Jenny Wang for their outstanding performance.

Last but not least, the Board would like to express our sincere thanks to various government Departments and all the funders (see also the Acknowledgement for list of Funders) with their continued support to CNSST's various projects to serve the Community.



**Chairperson:
Kit Wong MNZM**

Kit Wong MNZM

Chairperson

Executive Director's Report

The year of 2013 to 2014 marks an important and exciting year for CNSST, not only in commemorating the Trust's 15th Year anniversary of serving the community, but also for its great achievements in all aspects of Social Services, Education and Social Housing.

During the last financial year, a total of 9 board members, 21 full time and 14 part time staff and 118 professional contractors, 13 tertiary school students and 69 trained volunteers served a total of 15,000 clients, while a total 2 full time and 8 part time left staff during the year. Over 60,000 viewers benefitted from our TV show educational programme and cultural events.



**Executive Director:
Jenny Wang QSM**

We are proud of our contribution to New Zealand multi-cultural society in the past year. The following numbers are indicative of our large client base and the extent of our successful achievements for the year:

1. Social Services:

As a CYF approved community services provider, CNSST is seen as an Asian community hub and a high trust NGO by the community. Our team with its diverse cultural background provides social work & counselling services, employment and enterprise support, as well as settlement programmes to the wider community, including Chinese, Korean, Japanese, Vietnamese and local Kiwis. The numbers of the clients we served in this past year and the corresponding service types are listed as follows:

- Successful job placements for local Asian migrants: 379
- Engagement and support to local business groups:..... 210
- Registered job seekers for job search: 717
- General enquiry calls and drop ins: 11,557
- Social work and counselling cases:..... 278
- Participants in our community projects (topics focused on included domestic violence, parenting skills, senior services, etc.):..... 1,133
- Recipients of our free legal advice, JP services and Tax Advice: 162
- New comers benefiting from settlement support & safety workshops: 861
- Chinese Senior Mutual Support Network participants: 1,977

2. Education:

- 1) As a highly reputable community education group, our eight CNSST cultural learning centres provide cultural education to local children and young people on weekends, e.g.,
 - CNNST was awarded as an overseas model school for the teaching of Chinese language by the Chinese government in October 2013. The number of the clients we provided education services for is as follows:
 - Weekend youth cultural programmes at eight centres weekly: 1700
 - The total yearly number of multiple visits by individuals:.....65,840
 - Participants for annual youth Chinese, English and Maths examination:..... 1100
 - Participants for the youth holiday programme and international camp:.....573
 - Participants in our cultural and social events:..... 5,000+

- 2) As a NZQA approved PTE, CNSST education institute provides vocational education to both local and overseas adult students. We provide national certificate of English, Chinese and computing; a course for achievement of a certificate in social services is in the last phases of the NZQA approval process. The Institute commenced operation on September 8, 2013 and the number of the clients we served is:
- The first EMF English course started in May 2014 and new comer attendees: 18
 - Graduates from our MYOB training courses:.....31

3. Social Housing:

In July 2013 CNSST finally won approval from SHU as a social housing provider. This was a wonderful feeling for us, especially as our first attempts to gain approval were rejected. Shortly after came government approval for funding for our first social housing project. CNSST will work together with government to develop social housing for the local Asian aging population that will meet their housing needs. In addition, CNSST will provide wrap-around support for residents to satisfy their particular social and cultural requirements

- The resource consent application for a 4 storey building with 36 units was lodged with Auckland council for approval in April 2014; construction work will start as soon as possible once it is approved.

When I look back at our journey over the past year, I have to say that so many people have helped us to realise our dreams, and for this reason I appreciate their contribution from the bottom of my heart.

I sincerely acknowledge here all of our supporters and staff, especially our social housing team for not giving up even when encountering so many difficulties on so many fronts. These difficulties only made us more determined to work even harder towards achieving our strategic goals.

I would like to thank also our hardworking team of senior managers, team leaders and our marvelous volunteers. I am so proud and grateful to have you all in my team.

I would also like to express my faithful appreciation to all of our wonderful board members, in particular the chairperson Kit Wong for his support and sage advice on our Trust's development.

Finally, I would thank all of our staff's family members, such as my husband, for their unconditional support during the year. They are unsung heroes and our achievements would not have been possible without their support. Thank you all!

Jenny WANG QSM
Executive Director

Senior Managers' Report

Social Services Manager's Report (Gloria Gao)

Social Services department has achieved another successful year thanks to the continuing outstanding teamwork and cohesion within and among all the dedicated 40 team members as well as our successful collaboration with 340 organisations. A total of 29 social service projects and events (social work and counselling, parenting, employment, enterprise, settlement, community safety, youth school holiday programme and art & cultural events) have been accomplished, benefiting a total of 23,238 people in this year. Furthermore, the CNSST Social Services department have achieved meaningful development within this year to empower and serve the wider community including Chinese, Malaysian, Korean, Japanese, Vietnamese, Cambodian, Kiwi, Maori and Pasifika peoples. Collaboration is the key of success for community-based programmes.



Connie, Gloria, Bill

Finally, I would like to take this opportunity to sincerely acknowledge our wonderful team leaders Joanna Jensen, Allen Zhang, Kelly Zhang and Scott Huang as well as all their professional team members. "Actions speak louder than words." It is the value of teamwork action that brings us success one after another. Let us put the wisdom we have gained to good use and spare no efforts in working towards innovation and advancement.

Social Enterprise Manager's Report (Bill Guan)

In the past financial year, the social enterprise team was formed and has focused on three initiatives, namely: CNSST Education Institute, Social Housing and translation service. Furthermore, The Trust decided the structure of social enterprise team would include the following role assignments for each of these different initiatives:

- Bill Guan as the social enterprise manager and team leader and designated for the social housing project.
- Benjamin Liao as the deputy principal who is in-charge of the academic performance of CNSST Education Institute.
- Peter Le Baige as the translator to deliver translation service

For each of the initiatives, following the determined strategy by CNSST management team and the Board, the team has made some major progress in the past financial year. Please refer to the following services report for details.

As the Social Enterprise Manager, I would like to thank all the team members for their effort, passion and contribution to social enterprise development at CNSST. I also want to thank all the Trust's board members, CNSST staff, professionals and volunteers who have contributed to the development of CNSST social enterprise projects. Without you, none of these could have been possible.

Finance Manager's Report (Connie Li)

Financial management, as ever, continues to be a primary focus of our administrative efforts in accordance to the best practice. Cash flow has been carefully controlled to maximise efficiency and cost effectiveness, while ensuring the sustainability of the major long term projects, such as for our social housing undertaking. Financial management has been enhanced specifically by the following measures:

Internal Control and Budgeting: The monthly Financial Statements for the period 1 July 2013 to 30 June 2014 have been approved by the Board. The statements provide the Management Team and Board, with a significant amount of financial information on the ongoing performance of CNSST as compared to its budget and prior years. This reporting ensures that the financial position and performance of CNSST is easily monitored.

Centre Receipts reconciliation and project reconciliation: Every year, 20 accounting students have been involved in centre receipts reconciliation and project reconciliation. More than 10,000 receipts have been reconciled to make sure all money has been received and put into right accounts. This internal control system is highly appraised by our auditor - Yugen He.

ATE: NZICA granted CNSST as ATE (Previous named ATO) in 2010. This really lifted the status of CNSST professional standard which offering the type of working experience that fulfils the practical requirements for professional accountants. We have one CA and 2 ACA from CNSST till now. A total of 18 accounting students have been trained in CNSST ATE this year.

As finance manager, I would like to express my thanks for all our team volunteers' hard work; we are the best team in the world! Without your help, CNSST MYOB training centre and other projects could not have become so successful.

Services and Projects Reports

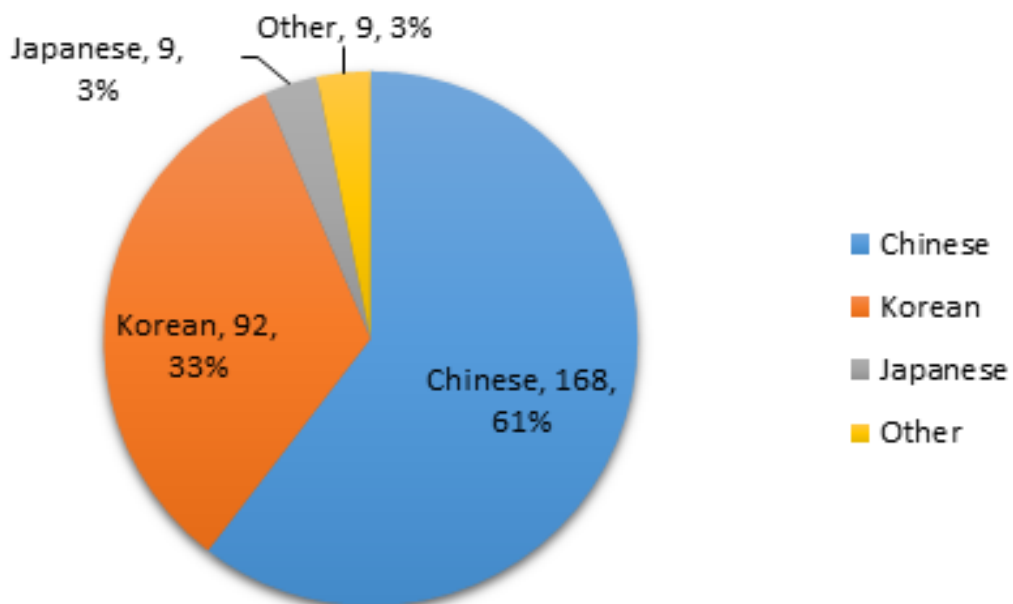
Social Services:

Social Work and Counselling Case Management:

278 individual cases were handled for the past financial year period, where social work and counselling support were provided to individuals/families of Chinese, Korean, Japanese and other Asian ethnicities totalled 168, 92, 9 and 9 respectively. Along the work, the major issues identified were couple relationships, family violence, parenting skills, health, housing, education as well as social well-being.



Social Work Cases Management



“Little Kiwi Dragon” SKIP parenting project (Strategy with Kids, Information for Parents):

Key Objectives	Total Benefited people July 2013 to June 2014
SKIP Parenting Skills Educational Programme (A round of 1 Workshop+ 1 playgroup+ 1 support group)	248 parents
Little Kiwi Dragon Family Fun Day and Photo Competition	155 families
Public Education (articles, TV shows, radios)	150,000 readers/audiences
Annual Survey	209 direct surveyees
Church Network	28 churches
Mentors	11 trained mentors
Workforce Training	37 Employees

100% satisfaction rate and 100% agree to make positive parenting changes.



Family Violence Inter-agencies Response System (FVIARS) involvement:

Empowered 110 Asian families including 33 one to one educational visits.

Parenting Teenagers Programme:

Five Parenting Teenagers workshops offered to Chinese and Korean communities and 71 parents (62 Chinese and 9 Korean) were educated and empowered.

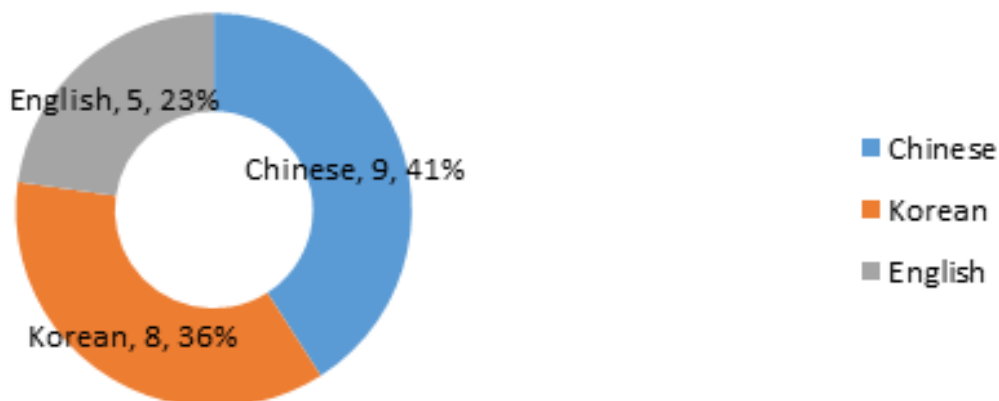
Children who have witnessed Family Violence:

10 children who witnessed or experienced FV were supported.

Parenting through separation programme (PTS):

As the MOJ approved provider, four workshops were delivered with 22 parents attending in total.

Parenting Through Separation



Chinese Legal Advice:

89 individual clients were advised on a variety of issues including divorce and separation, insurance, immigration related issues, car accidents, company contracts and fraud.

JP Services: 58 clients accessed CNSST JP services at CNSST office.

Tax Advice Services: A total of 15 clients benefited from professional tax advice.

Student Training Support: A total of 9 social work and 18 accounting and art students have been trained and supervised this year.

It's Not OK FV Campaign: Media Campaign and public education about Family Violence law and legislations as well as the available resources reaching out to readers and an audience of 60,000.

Chinese Senior Handcraft Centre:

32 elderly members attended the 30 sessions in the year. The members were delighted with extended handcraft skills and the chances to make new friends and to learn English and gain a basic understanding of NZ law and legislation.

Active healthy strong babies and families:

30 lower income families were well supported with family sports planning and weekly yoga or aerobic dance. 100% of the families improved their level of exercise as well as sustainably improved their family life style to be more active and healthy.



Chinese Senior Mutual Support Network: 1977 Chinese seniors have been directly supported.



Auckland Chinese Senior Art Exhibition with the participation from 843 seniors from 13 groups.



Chinese Senior Knitting club with 142 members

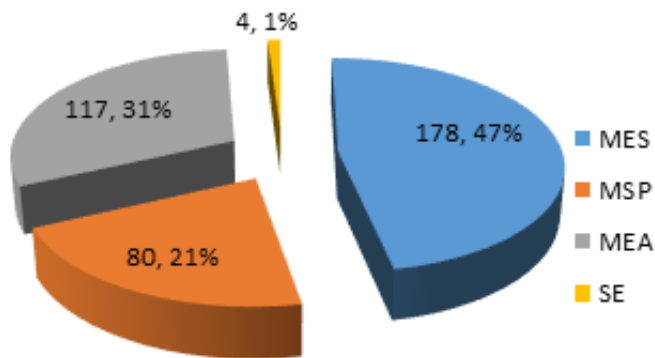


Senior Information Desk at CNSST Office.

Employment & Enterprise Services

In this financial year, the E&E handled a total of 4250 phone calls and approximately 200 drop-in job related enquiries in this financial year. We served 717 job seekers with 379 successful job placements and a 95% client satisfaction rate via the following programmes:

2013-2014(F14) Outcome



Extended Employers' Network: E&E has built up an extensive network with local employers. As of June 2014 there are 210 active employers registered in our database. All employers in the database have already built up a long-term cooperative relationship with CNSST. CNSST's '2014 Auckland Entrepreneur Forum' was held at Soljans Estate Winery & Café in Kumeu (West Auckland) in May 2014.

CNSST Asian Volunteer Centre

With kind funding support from SVF together with CNSST's contribution and commitment, CNSST Asian Volunteer Centre has been established. The highlights for the centre are outlined as below:

- 40 training workshops have been delivered with 190 volunteer attendees.
- 72 volunteers were registered with CNSST Asian volunteer centre and placed into different teams of CNSST for community volunteer work experience
- 100% of registered volunteers expressed that they had extended their skills and work experience through taking training and working under supervision at CNSST Asian Volunteer Centre
- 17 volunteers successfully found jobs after joining CNSST Asian Volunteer Centre. All volunteers are able to make use our wrap-around support which includes assistance from our Employment and Enterprise team for job placement



CNSST Translation Service

Since July 2013 CNSST Head Office has been offering fee-based Chinese – English translation services via our translator, Peter Le Baige, who is accredited as a translator both in New Zealand and Australia (accredited with NZSTI and NAATI respectively). The service offers translation of standard type documents such as diplomas, birth and marriage certificates, and even technical, legal and medically related texts.

For the current financial year the service handled 14 translation tasks in total, 50% of which were translations from English into Chinese. These translations were required by local organisations needing

to distribute information and questionnaires to the local Chinese community. The service is listed with MBIE, NZQA and on the NZSTI website and aims to produce quality translated texts in either language.

“An Ju Le Ye” Settlement support for newcomers:

A total of 511 Chinese/Korean newcomers in Auckland region have been supported by one to one support and 23 workshops regarding bank system, job searching skill & recruitment market, property sales and purchase, tax for business, labour act, medical system, superannuation and road code.



“Water is Changeable, Safety is Valuable” Asian Strategy Water Safety Project:

Directly engaged with 116 adults and 31 youth participants to improve their awareness and knowledge of water safety in fishing, boating and swimming. The TV shows have been broadcast to enhance knowledge of NZ Water Safety Code and Boat Codes among the Asian community and have reached 60,000 viewers.

“Yi Lu Ping An” Road Safety Programme: The 4 Drivers’ Licensing workshops were highly in demand and well attended by a total of 111 people with a pass rate of over 90%.

Asian Youths Alcohol Awareness Programme:

CNSST ran this project aimed at preventing alcohol-related harm in the Asian community; the programme was run by Asian youth for Asian youth. 89 Asian young people and 35 parents were actively engaged and trained on The Sale and Supply of Alcohol Act 2012 and on the harm caused by alcohol and what coping strategies can be applied.

2013 CNSST Youth Chinese Speech Contest & Art Exhibition



39 finale contestants were selected from 200 students



178 art work were exhibited

2014 Youths School Holiday Programme with 573 children/youth participants:



Chinese Cultural Camp- Traditional Games



Break-away School Holiday Programme

2013 Christmas party at CNSST Cultural Learning Centre for 14 staff, 80 tutors and 1000 families



Celebration at Manukau Branch



Celebration at Glenfield Branch

Community Facilities: continue to open to four network groups including Divine International church, English Language Partner, Panmure Business Association and Workeasy Ltd.

Education

CNSST Education Institute:

Following the approval as Private Training Establishment (PTE) by NZQA in April 2013, CNSST Education Institute (EI) became a signatory to the Code of Practice for the Pastoral Care of International Students published by the Ministry of Education in July 2013. CNSST is approved to teach NZ Certificate in English (Level 1 – 4), National Certificate in Computing (Level 1 – 4) and Chinese Language Certificate (Level 1 – 2) as well as public courses such as the boating courses on Day-skipper, VHF Radio Operator and Boat Master. The Social Services programme has been under MOE's assessment.



The External Advisory Panel (EAP) for the institute formed during the past year. Its members are:

- Distinguished Professor Paul Spoonley – Pro-Vice Chancellor, College of Humanities and Social Sciences, Massey University
- Chris Sutton – Town Centre Manager of Panmure Business Association
- Nora Yao – Director of the Confucius Institute in New Zealand

CNSSTEI has also determined its initial marketing strategy for the development of both the international and local market. In the beginning of 2014, CNSSTEI gained approval from TEC as a provider for the English for Migrant (EFM) programme. In May 2014 the first EFM class was opened with 18 students while one student was accepted for an ongoing one-to-one teaching programme. The TEC class students all successfully graduated and were awarded graduation certificates.

CNSST Cultural Learning Centre:

CNSST was awarded the title of 'Overseas Model School for the Teaching of Chinese' by the Chinese government and the "Excellent School in Teaching Chinese Culture" Award received from Consulate General of the People's Republic of China in Auckland.



- Workforce: 14 paid part time staff, 85 contracted tutors and 6 long term volunteers



華社服文化學院

CNSST

CNSST CULTURAL LEARNING CENTRE

Branch	Courses	Students
Howick Branch	50 Course	407 students
Botany Branch	25 Course	200 students
Manukau Branch	21 Course	151 students
New Lynn Branch	20 Course	174 students
Glenfield Branch	31 Course	240 students
Parnell Branch	40 Course	388 students
Panmure Branch	17 Course	99 students
Albany Branch	8 Course	4 students

- Scale: 8 branches in Auckland region with 1700 students in attendance every week.
- Courses: 212 courses (Subjects include Chinese, English, Maths, Art, Chess, Dance, Keyboard)
- Annual Exam in Chinese, English and Maths: 1100 students were assessed and recorded.
- Quality Control: Tutors' Training and Meetings have been arranged for professional development.

CNSST MYOB Training Centre:

MYOB granted CNSST Approved Partner status in November 2011. This has raised the stature of CNSST MYOB Training Centre to a professional level as we not only have an MYOB Certified Consultant in our office at any time but also have increased opportunities to develop more social enterprise projects in the accounting training areas for the overall benefit of our learners.



The purpose of providing MYOB training courses is to enable students and senior accountants to gain familiarity with the MYOB accounting package, increase their opportunities for employment and enhance their accounting knowledge and capabilities. It is amazing to see that 31 students graduated from MYOB training centre for the period of July 2013-June 2014, and that 17 of them have already found meaningful job placements. Congratulations on their great achievement!

Social Housing at CNSST

In working 16 years with the Asian community, CNSST identified that housing difficulties for Asian seniors have become increasingly serious; issues include affordability, appropriate cultural and linguistically wrap-around support and other multiple barriers. Hence, CNSST has been working on provision of social housing to accommodate the needs of the Asian community and the elderly in particular. Social housing provision not only adds a new service to the Trust but also aligns with the Trust's mission and goal.

Accreditation and Government Support

In the part financial year, CNSST achieved two major breakthroughs for its plan to provide social housing. In July 2013, CNSST was informed by Social Housing Unit (SHU) of the approval for the pre-qualification status. Furthermore, in October CNSST's grant application for the first social housing project, CNSST Old Friends Apartments, was approved by government as one of the four projects in Auckland region.

Building specifications

The latest architecture design is for a 4 storey building with 36 one bedroom units on the top three levels. Each unit is well designed to provide one bedroom, kitchen, bathroom and laundry, dining room and living room with a total area of 59m² plus the 8m² of balcony. The front half of the ground level of the building will be used by CNSST as its office to provide all necessary support to the residents and the wider community. The other half will be used for secured car parks.



Special Design Features

The architecture design has received many positive comments, such as for its use of the concept of a 'green living building'; the building will have roof gardens and green vine walls which will have multiple environmental and aesthetic benefits.

As one of its green features, the design of the building also enables natural lighting and fresh air to come directly into apartments. This will greatly reduce power consumption which is another green aspect of this project.

All these design features will reduce not only the initial construction cost but also the long term running costs and allow the benefits to be passed on to residents in the future.

Location

CNSST social housing service provision is targeting elderly people in the Asian community; people in this demographic group are not bound to live within a certain geographical area or bound to a certain suburb because of job location or school preference or other service facilities and are free to relocate. However, because many within this group face transportation difficulties, they are highly dependent on public transport, such as bus or train. Thus, they do need to reside in an area where most of the living facilities lie within walking distance and/or that has easy access to public transport.

CNSST Old Friends Apartments will be located in the well-equipped Panmure town centre within walking distance to bus stops and Panmure train station which is the main transfer point between a new bus way and trains, as well as shops, medical care, restaurants, library, churches and a community centre. All these facilities and services are scattered around the apartment location with many of them located on roads are within minutes walking distance. Mount Wellington Domain lies near the apartments and from the upper floor residents will have a fine view of Mt Wellington and the Panmure Basin lagoon. In short, the apartments are to be located in a prime area noted for its landscape and convenience to all kinds of services.

Wrap-around Support

The tenants will also benefit from other services from CNSST, such as social work and counselling among others. Many of CNSST's services which will provide "wrap-around" support to the tenants, are or shall be free of charge. In order to ensure the overall wellbeing and the quality of life of the senior tenants in the Social Housing Apartment, CNSST Social Housing Team plans to offer a variety of social and cultural senior activities and services.

Practice and Implementation

To ensure the success of this project, CNSST has prepared a thorough action plan. Firstly, a social housing sub-committee composed of three board members, Kit Wong Stella Chan and Jenny Wang was formed in order to provide quick response to many matters related to the development of social housing. Bill Guan was assigned to be the key contact person for this project for liaison and reporting. Tony Scragg who has 20 years of experience in the industry was introduced and endorsed by banks and currently working as the project manager and quantity surveyor for the project.

Several policies were decided by the board in regards to the decision making procedure, tendering and consultant selection guidelines to ensure the transparency of the operation and finance of the project.

Wider consultancy and engagement with other networks, providers and stakeholders have been constantly undertaking. We have received many feedback and advices through these connections, such as the support from Auckland Community Housing Providers Network and cultural advices from Iwi groups in the greater Auckland region.

In order to keep all stakeholders updated, such as SHU, timely report and response were provided whenever any major milestone was achieved through this process.

Social Housing long term goal at CNSST

The long term strategy for CNSST's social housing provision is to increase households by initiating a new project every 2 or 3 years. All financial surpluses from the social housing provision will be re-invested for further development to meet increasing housing needs.

Progress

By the end of June 2013, following Social Housing Unit's (SHU) approval of pre-qualified status as a community social housing provider, CNSST signed the Relationship and Grant Agreement (RGA) in August.

In the August funding round, CNSST submitted its funding application to SHU for the first CNSST social housing project – CNSST Old Friends Apartments.

In October, Minister of Housing Dr Nick Smith made the public announcement for the new social housing projects in Auckland that would receive funding; included in those projects was CNSST's Old Friends Apartments. This announcement, therefore, signalled the real start of our housing project.

In the following months, CNSST has engaged many consultants in the architect design which was re-designed to include 36 units rather than 33 as in the original design. By the end of June 2014, all Resource Consent documents were ready and submitted to Auckland Council for approval.



Brief Introduction to CNSST

Philosophies, Services & Strategy

Chinese New Settlers Services Trust (CNSST) is registered as a charitable trust, which offers culturally and linguistically appropriate services to both Asian new settlers and the community as a whole in New Zealand.

Our mission: To improve the quality of life of the Asian New Zealanders.

Our Goal: To establish Asian community multi-service centres and to help all Asian new settlers to integrate and contribute to New Zealand society through our services delivery.

Our Vision: To work towards meeting the needs of the Asian seniors, children and young people, and all other new settlers, and to facilitate the successful integration of Asian new settlers into wider New Zealand society.

Our Current Services

A. Social Services

- **Social Work & Counseling:** Case management (family violence, social support) and community programmes such as for children who witness family violence, senior mutual support networks & parenting programmes delivered by professional social workers, counselors & clinical psychologists.
- **Employment & Enterprise:** Bilingual services providing information, advice, coaching, job & work experience placements & support & information for entrepreneurs/employers.
- **Education & Settlement:** An Ju Le Ye, Yi Lu Ping An community safety programmes.
- **Asian Community Services:** Asian social services for Korean, Japanese, Vietnamese & others.

B. Education

- **CNSST Education Institute (NZQA Approved PTE Registration No. 7158):** CNSSTEI provides tertiary education to international and domestic students. We provide NZQA accredited English, Computer, Chinese, English For Migrants and Social Work courses. International students are well supported by CNSST wrap-around social services.
- **CNSST MYOB Training Centre (MYOB Approved Partner / NZICA Approved ATO):** Accounting & Taxation; MYOB courses including Beginner's Guide, Payroll Management, Day to Day Processes, End of year reconciliation, Advanced Processing, Business Report & Analysis, Inventory Management.
- **CNSST Cultural Learning Centre (8 Branches throughout Auckland):** Cultural learning programmes for children & young adults including Chinese, Art, Maths, Dancing, Keyboard, Chess, English Grammar, Traditional cultural festival celebrations, Senior Craft Centres & School Holiday Programmes.

C. Social Housing

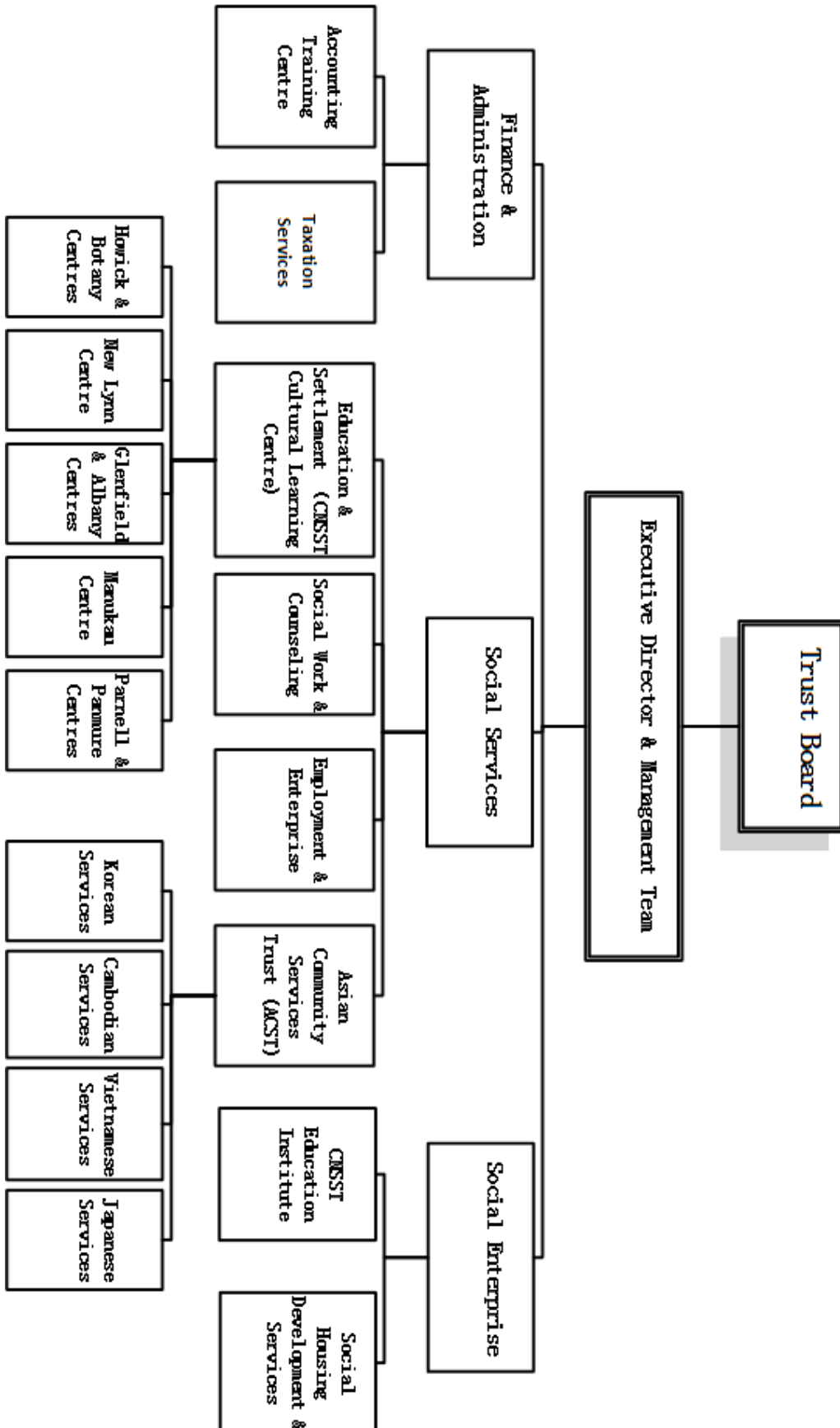
In partnership with government, CNSST is building affordable social housing (36 units) for Asian seniors in the Panmure business centre, which will be available for occupation from 2015. CNSST social services team will provide culturally and linguistically appropriate wrap-around services to support the wellbeing of all its elderly residents.

Our Long Term Strategic Vision to 2020:

By 2023 CNSST aims to be developed itself as an "Asian community hub" and achieve the goal of being "CNSST Group" which a successful social enterprise including social services, education and

social housing running in a financially sustainable way. Our Trust will therefore be capable of making a significant positive impact on local Asian communities and enabling Asian migrants to more fully participate in and contribute to New Zealand society in social, economic, cultural and environmental aspects.

CNSST Organizational Structure



CNSST Board Members

On 26 October 2013, during the Board Annual General Meeting (AGM), an election of Board of Trustees and Office Bearers was carried out and the new board has 9 board members.



From left to right:

- **Vivian Cheung, Master of Arts (psychology) hons, PG Dip Education, BA--Trustee (from Oct 2007):** an accredited Mediator under LEADR & active member in the community and has served as the Chairperson for TANI, a Board member for ARMS. Previous jobs include Service Manager at Waitemata DHB, National Manager (Asian Development) at ACC & now the Tertiary Education Commission as a Senior Advisor.
- **Maggie Chen, Postgraduate Diploma in Business, BA--Trustee (from Oct 2007):** Migrated from China with family in 2002. CEO of NZ Chinese Herald. Deputy President of Soong Ching Ling Foundation of NZ since 2010.
- **Song Lam Wong, QSM, B.Ed & Cert of Te Reo Maori,--Secretary (from Oct 2009):** Migrated from Hong Kong in 1990. Educational advisor and free-lancer who has published 10 books. Song was awarded The Queen's Service Medal for Public Services (QSM) by the NZ Government in the New Year Honours 2006.
- **Stella Chan, LLB --Deputy Chair(social enterprise) (from Oct 2011):** Stella migrated to New Zealand from Hong Kong in 1987. Stella obtained her law degree from University of Auckland and was admitted as a barrister and solicitor of the High Court of New Zealand in 1999. She is a founding partner of the law firm Forest Harrison. Stella is the immediate past president of the Hong Kong New Zealand Business Association. She was appointed a member of the Auckland Conservation Board by the Minister of Conservation in September 2011. She was a founding trustee of the Chinese Conservation Education Trust and served on the board of trustees for over 8 years. Stella was chairperson for that trust between 2004 and 2006.
- **Wilson Young, MBBS FAFPHM FRACMA--Deputy Chair(social service & admin) (from Oct 2009):** Born and bred in Hong Kong, but resident in Auckland since 1976, a public health physician and former Medical Officer of Health with the Auckland Regional Public Health Service.
- **Kit Wong, MNZM, -- Chairperson (from Oct 2003):** Migrated from Hong Kong in 1987 and elected as chairman of the Trust since 2009, a Property Professional and member of various property professional organizations including PINZ and RICS. Kit started property development in Manukau in 1991 and thereafter has been involved in setting up various charitable trusts in Manukau. Inducted to Manukau City Hall of Fame in 2008 and awarded Member of NZ Order of Merit in January 2011. He is the founder trustee of COMET (City of Manukau Education Trust) and appointed as trustee of Comet Auckland and member of the Auckland Business Advisory Panel.
- **Jenny Wang, QSM, Med, BSc, Dip SW, NZRSW-- Life Hon Chair & Trustee (from Sep 1998):** Migrated from China in 1994. A high school teacher, university lecturer & government

officer in China and founder of CNSST Jenny has been actively involved in migrant community development, e.g. steering committee member for ARMS board & a member of the Asian Advisory Board for NZ Police. Awarded the Queen's Service Medal in 2008.

- **Janet Lee, -- Trustee (from Feb 2011):** Immigrant from Taiwan to NZ since 1987 with expertise in public relationships and managing director of own company in the insurance industry. Janet is greatly concerned for the wellbeing of the local Chinese Community and has had long term involvement in various charity groups, e.g. Lions Club, Various Women & Business Associations, Hwa Hsia Society, Parliamentary Services & International Buddhist Trust.
- **Minmin Wang, BA --Treasurer (from Feb 2011):** Migrated to NZ from China in 1997. Minmin completed her Accounting degree in NZ and is a full member of Institute of Chartered Accountants of NZ now.

CNSST Staff Members

The following workers worked at CNSST for whole or part of the year from 1 July 2013 to 30 June 2014:



Full time staff:

Management Team:

Jenny Ling Juan Wang/Executive Director, Connie Gang Li/Finance Manager,

Gloria Yaping Gao/Social Services Manager, Bill Dazhi Guan(Social Enterprise Manager).

Social Work & Counselling Team:

Hanying Chen/Social Work & Counselling Team Leader & Registered social worker,

Fangfang Chen/Social Worker & Community Project Coordinator.

Employment & Enterprise Team:

Scott Xuyang Huang/Employment & Enterprise Team Leader, Magdalene Chin Gok Tan/Employment & Enterprise Coordinator, Tiana Tianyun Wu/Employment & Enterprise Coordinator, Rachel Yu Huang/ Employment & Enterprise Coordinator, Peter Le Baige/Employment & Enterprise Coordinator, Jiajia Lingjia Ma/Community Support worker, Brian Liang Qiao/Community Support Worker.

Education & Settlement Team:

Allen Koutian Zhang/Education & Settlement Team Leader,

Lucy Tongjing Lu/Education Coordinator, Wendy Yingdong Deng/Administrator.

Seniors Services Team:

Kelly Yan Zhang/Seniors Project Team Leader & Community Development Worker,

Asian Community Services Trust:

Joanna Jung Hee Jensen/Asian Community Services Team Leader & Registered Social Worker,

Sooyoung Im/Social Worker.

CNSST Education Institute:

Benjamin Xiaoqing Liao/Principal.

Part time staff at 8 branches:

Manukau: Jojo Qinghui Fan/centre manager,



Nichole Zerong Pan/centre assistant.

Howick: Chen Yu/centre manager,

Jane Qijie Hua/centre assistant.

Botany: Min Zheng/centre manager,

Cathy Lin Wang/centre assistant.

Glenfield: Helen Xiaoping Pei/centre manager,

Xiuli Deng Tang/centre assistant.

New Lynn: Hong Dong/centre manager,

Sunny Shunsquan Huang/centre assistant.

Parnell: Sonya Shabin Lai/centre manager,

Linda Ping Zhang/centre assistant.

Panmure: Grace Wenying Jin/centre manager.

Albany: Jane Huijing Liu/centre manager.

Professional Contractors:

Angie Dang / Vietnamese Community Support Worker, Miho Kodaira / Japanese Community Support Worker, Irene Ho / Registered Counsellor, Meggan Lam / Registered Clinical Psychologist, Raymond Deng/Driver License Instructor, Annie Wang/Alcohol Prevention Coordinator, Oliver Xia/IT, Tony Scragg/Surveyor, Michael Boyce/Registered Architect, Barry Kaye/Town Planner, Philip Young/Topographical Survey, Eric Li/Structural & Civil Engineer, Jenny Hare / External Supervisor, Jinling Lin / External Supervisor, Vicki Hirst / External Supervisor, Shirley-Ann Chinnery / External Supervisor.

Contracted Tutors at 9 CNSST Cultural Learning Centers:

Howick: Ying Wang, Jingjing Gong, Hong Zhang, Salendra Prakash Datt, Ping Chen, Lizhi An, Nan An, Hui Tian, Liping Luo, Liyong Lee, Wenbin Shi, Zilong Zhu, Wenchu Chen, Colin Grierson, Wei Zhao, Jingjing Zhang, Zifeng Liu, Jinmin Li, Lizhu Fan, Weihong Shen, Yihuan Wu, Lixuan Xu, Gengyu Chen, Xiaoye Feng, Han Sun.

Botany: Xiaohong Chen, Hong Wei, Xianfeng Zhang, Lan Cheng, Xuefen Wang, Judy Choting Chao,

Runan Liu, Hua yu, Chunrong Bao, Lu Lu.

Manukau: Chunyan Yu, Wei Liu, Mingyang Zhang, Shiyun Hou, Jun Xu, Yousan Xu, Wei Dai, Yonghui Chen.

New Lynn: Qiao Wu, Yinghua Zhang, Xudong Gao, Weili Huang, Xu Han, Liqin Tang, Elynna Yang, Deanna Wang, Yupeng Sun, Jonathan hsu, Xiuyan Xu, XiaoRong Lei, Eleanore Chen.

Glenfield: Hong Lin, Yun Bian, Eric Lee, Yu Gao, Xue Hua, Eve Chen, Ru Jia, Joanne Lee, Bi Hong Wang, Li Zhang, Ping Ma, Hubert Lao, Xing Chen.

Albany: Ping Hu, Hong Shang, Xiaoman Shao, Xi Wang, Mark Penrose.

Parnell: Qing Li, Lu Sun, Jianxin Huang, Bei Li, Duoqiao Huang, Ying Zhou, Tang Chou, Peiwen Zhang, Jing Chen, Wei Xiong, Yonghua Wei, Qi Guo, Daniel Edward Snell, Tingting Sun, XiaoQing Yao, Ancheng Hu, Yue Wang, Xiaolei Zhu.

Panmure: Junqi Fu, Ying Lou, Quanyin Zhang, Zisui Lin, Qunhua Zhang, Nan Yin, Jiangyue Yu, Xiaorong Zheng, Yang Li.

Onehunga: Mengmeng Xia, Fenglin Huang, Xiaofang Jing, Haiju Zhang, Ewen Green.

Left staff:

Full Time: Marie Huiqin Lu/Employment & Enterprise Coordinator (left in Nov 2013), Julia Jianling Zhu/Counsellor/Social Worker (left in Sept 2013)

Part Time: Sandy Yi Sun/centre manager Glenfield (left in July 2013), Lina Zeng/centre manager Onehunga(left in Aug 2013), Lily Jinglin Xu/centre assistant Onehunga(left in Aug 2013), Lan Chan/centre assistant Manukau(left in Aug 2013), Tina Huiqing Zhang/centre manager Albany(left in Dec 2013), Catherin Pengjun Chen/centre manager Albany(left in Feb 2014), Elizabeth Park / Korean Community Support Worker(left in Nov 2013).

CNSST Contractors and Volunteers

Fieldwork placement students from universities:

Yuemei Ma/CI, Seulchan Yang / Massey, Katy Gee-Jae Han / Massey, Lucia Jihyun Lee/ Unitec, Sue Xingtuo Wang / Unitec, Alice Nguyen Ngoc Diep Vuong/AUT, Chau Nyuyen/AUT, Dominic Le/AUT, Jiejie Wu/AUT, Jade Huang/AUT, Tony Wu/AUT, Tia Sumuletu/AUT, Wei Xie/AUT, Joe Wong/UoA.

Volunteers:

Stella Chan, Henry Iau, Gemma Minkyung Song, Lucia Jihyun Lee, Yui Nakamura, Si Zhang, Ivy XueYing Gao, Ivania Oi Yi Choi, Vincent Xiang Chen, Ivy LeYu Lin, James XiaoJin Xu, Lynn ZhiYing Zeng, Anna Kwon, Linda Qiu, Johnson Hong, Sharon Yang, Liang Wu, Xiang Xu, Maggie Li, Sue Wang, Benjamin Fang, Catherine Chen, David Zheng, Amy Zhang, Andrew Qi, Aviva Wang, Ella Wang, Dong Kylie, Mathew Duan, Simon Li, Yilin Zheng. Amy Lin, Chau Nyuyen, Chizuko Yoshida, Diep, Sean Xu, Dong Yin, David Tsang, Dominic Le, Elsa Zhang, Hanlin Jing, Haiyue Jiang, Jae Sung No, Jiejie Wu, Jiayi Yu, Jasmine Liang, Jade Huang, Lisa Lixia He, Michael Li, Ma Lin, Nai Xin Liu, Qiutong Guo, Sumuletu-Pati Tiaitau, Shan Tan, Steven Xu, Tony Wu, Vivian Qiu, Wei Xie, Xi Zhang, Vuong, Yao Gong, Zhang Shi Penny Li, Keith Feng, Adela Hu, Jane Wang, Liz Watkins, Chris Sutton.

2013-2014 CNSST Audited Accounts

CHINESE NEW SETTLERS SERVICES TRUST

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014**

CHINESE NEW SETTLERS SERVICES TRUST

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

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CHINESE NEW SETTLERS SERVICES TRUST

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2014**

	NOTES	2014 \$	2013 \$
Revenue	4	2,353,450	2,198,004
Expenses	5	2,094,539	1,988,191
Operating Surplus/(Deficit)		<u>\$258,911</u>	<u>\$209,813</u>

The above information should be read in conjunction with the Notes to the Accounts on Pages 4 to 9 and Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

STATEMENT OF MOVEMENTS IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2014

	NOTES	2014 \$	2013 \$
Balance at beginning of the year		1,528,122	1,318,308
Surplus/(deficit) for the year		258,911	209,813
Total recognised revenue and expenses		<u>258,911</u>	<u>209,813</u>
Capital contributions	8	639,655	-
Balance at end of the year		<u>\$2,426,688</u>	<u>\$1,528,122</u>

The above information should be read in conjunction with the Notes to the Accounts on Pages 4 to 9 and Audit Report on page 10.


CHINESE NEW SETTLERS SERVICES TRUST

**STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2014**

	NOTES	2014 \$	2013 \$
Current Assets			
Cash at Bank		175,451	318,129
Accounts Receivable, Accrued Revenue & Prepayment	6	143,336	188,276
Term Deposits		333,202	153,672
Total Current Assets		<u>651,989</u>	<u>660,076</u>
Fixed Assets			
Fixed Assets	3	<u>2,296,476</u>	<u>1,407,836</u>
Total Assets		<u>2,948,465</u>	<u>2,067,913</u>
Current Liabilities			
Accounts Payable and Accrued Expenses		121,632	102,086
Goods and Services Tax		39,479	71,696
Holiday Pay Provision		46,064	44,728
Other Liabilities		-	7,368
Income Received in Advance		82,103	58,060
Current Bank Loan	7	39,390	23,726
Total Current Liabilities		<u>328,669</u>	<u>307,664</u>
Non-Current Liabilities			
Non-Current Bank Loan	7	<u>193,107</u>	<u>232,127</u>
Total Non-Current Liabilities		<u>193,107</u>	<u>232,127</u>
Total Liabilities		<u>521,777</u>	<u>539,791</u>
Net Assets		<u>\$2,426,688</u>	<u>\$1,528,122</u>
Trust Equity		<u>\$2,426,688</u>	<u>\$1,528,122</u>

For and on behalf of the Board

Trustee 

Trustee 

Date 02/10/14

Date 01/06/2014

The above information should be read in conjunction with the Notes to the Accounts on Pages 4 to 9 and Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

1 Statement of Accounting Policies

The reporting entity is Chinese New Settlers Services Trust (CNSST), which is a Charitable Trust established under the Charitable Trusts Act 1957. The financial statements of the Trust are prepared in accordance with generally accepted accounting practice.

General Accounting Policies

The general accounting policies recognised as appropriate for the measurement and reporting of results and financial position, under the historical cost method have been followed in the preparation of these financial statements. Reliance is placed on the fact that CNSST is a going concern.

Reporting Framework

These financial statements have been prepared under the existing New Zealand Financial Reporting Standards Framework (Old GAAP), which is one of the two frameworks for generally accepted accounting practice currently available to be applied in New Zealand for qualifying small entities.

Particular Accounting Policies

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

Fixed assets are stated at cost less aggregate depreciation. Depreciation has been calculated using the following rates:

Furniture & Fixture	12.00 to 13.50%	DV
Office Equipment	13.05% to 40.00%	DV
Computer Software	60.00%	DV

Accounts receivable are stated at their estimated net realisable value.

Stock has been valued at the lower of cost and net realisable value. Cost has been determined using FIFO method.

GST: Financial information in these accounts is recorded exclusive of GST, with the exception of receivables and payables, which include GST. GST payable or receivable at balance date is included in the appropriate category in the Statement of Financial Position.

Income Tax: As the Trust is recognised by the Inland Revenue Department as a Charitable Trust, there is no liability for income tax on its income.

The above information should be read in conjunction with the Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2014

Accounts Receivable: Accounts receivable have been valued at estimated realisable value after making provision for doubtful debts.

Operating Leases: Leases under which all risks and benefits of ownership are effectively retained by the lessor are classified as operating leases. Lease and rental payments made in respect of operating leases are expensed as incurred over the term of the lease.

Income Recognition: Grants and donations are recognised as income when received. If the activities related to the purpose specified by funding organisations have not been taken place during the year, the related income is recorded as Income in Advance under current liabilities.

Differential Reporting

CNSST is a qualifying entity under the New Zealand Institute of Chartered Accountants Differential Reporting Framework. The entity qualifies for differential reporting based on the following criteria:

- It is not publicly accountable and
- The entity is not large as defined in the New Zealand Institute of Chartered Accountants Framework for Differential Reporting.

The entity has taken advantage of all differential reporting exemptions available to it except that items in the Statement of Financial Performance have been recognised exclusive of GST.

Changes in Accounting Policies

There have been no changes in accounting policies except for course fees income recognition. All other policies have been applied on a basis consistent with those used in previous years. Course fees paid for the period after year end has been adjusted to Income Received in Advance as the number of students increased to a level that fees paid in advance has a material impact on the Trust's financial statements.

3 Fixed Assets

	2014		
	Cost \$	Acc Depn \$	NBV \$
Furniture & Fixture	56,695	32,893	23,802
Furniture & Fixture-PTE	2,546	115	2,431
Office Equipment	93,126	73,573	19,554
Computer Software	10,044	9,523	521
Land	766,804	-	766,804
Building	1,497,170	13,805	1,483,364
Total	2,426,385	129,909	2,296,476

	2013		
	Cost \$	Acc Depn \$	NBV \$
Furniture & Fixture	53,079	29,686	23,393
Office Equipment	87,168	62,472	24,696
Computer Software	10,044	8,754	1,290
Land	481,250	-	481,250
Building	891,013	13,805	877,208
Total	1,522,554	114,718	1,407,836

The above information should be read in conjunction with the Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014**

4 Operating Revenue	2014	2013
	\$	\$
Activities & Project Income	99,909	96,409
Class/Courses Income	402,994	460,549
Donations	30,084	5,453
Grants Received	1,752,458	1,595,893
Interest Received	16,641	6,930
PTE income	19,579	-
Other Income	31,785	32,769
Total Operating Revenue	\$2,353,450	\$2,198,004
Donations and Grants are received from the following sources:		
Auckland Transport	7,800	28,270
ACC	7,750	1,500
ANZ Donation	1,000	5,000
ANZ Staff Foundation	5,310	-
ASB Community Trust	77,477	15,000
Auckland Airport-CT	-	3,718
Auckland Council-CGAF	-	12,434
Auckland Council-Albert-Eden Local Board	500	-
Auckland Council-CASF	11,875	-
Auckland Council-West	2,500	2,400
Auckland Council-Howick Local Board	16,400	2,000
Auckland Council-Kaipatiki Local Board	500	-
Auckland Council-Maungakiekie Tamaki Local Board	1,000	-
Auckland Council-Manurewa Local Board	5,750	-
Auckland Council-Takapuna Local Board	200	-
Auckland Council-Upper Harbour Local Board	-	3,000
Auckland Council-Waitemata Local Board	880	-
Auckland Council-Whau Local Board	4,529	-
COGS Grant	8,000	7,000
Creative Communities NZ	5,000	10,250
DIA-CDS	80,000	80,000
DIA-VSF	10,750	-
DIA-Chinese Poll Tax Heritage Trust	870	-
DOL Grant	61,600	56,000
HPA	35,000	-
Ministry of Justice	2,000	2,000
MSD	1,323,374	1,295,662
Mt Wellington Foundation Ltd	-	8,860
New Zealand Lottery Grants Board	-	34,000
SKYCITY AKLD Community Trust	10,000	-
Statistics NZ	-	15,000
Triple P Programme	983	-
TRC	-	2,300
Water Safety New Zealand	30,000	11,500
Waitemata DHB	41,410	-

The above information should be read in conjunction with the Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014**

5 Total Operating Expenses Include:

	2014	2013
	\$	\$
ACC levies	5,805	4,127
Activity Expense	19,651	17,858
Advertising & Promotion	53,811	36,658
Audit Fees	3,300	2,800
Bank Fees	132	343
Board Costs	9,180	20,944
Centre Costs	21,002	17,053
Depreciation		
Furniture & Fixture	3,207	3,759
Furniture & Fixture- EI	115	-
Office Equipment	11,101	17,549
Computer Software	769	883
Community Donation -Others	100	-
General Expenses	866	53
Insurance	6,035	6,199
Interest Expenses	17,011	21,462
Legal and Consultant Fees	-	466
Mileage Costs	22,255	22,909
PTE Cost	39,798	-
Power	10,098	10,232
Printing, Postage, Photocopying & Stationery	28,038	28,480
Project Expenses	100,318	125,692
Rents	96,453	98,601
Staff Expenses	3,871	4,130
Subscriptions and Training Fees	2,745	4,506
Telephone and Internet	28,211	24,864
Tutor Costs	202,754	203,607
Training and Supervision	4,568	2,930
Volunteer Expenses	13,185	17,870
Wages & Salaries	1,290,611	1,230,335
Website and IT Expenses	3,734	4,193
Office Expense	5,403	3,880
Social Housing Project	10,631	-
Staff training and Team Building	23,849	13,593
Staff Insurance	37,902	29,416
Rates	9,564	6,801
Repair and Maintenance	8,466	5,994
Total Expenses	<u>2,094,539</u>	<u>1,988,191</u>

6 Accounts Receivable and Accrued Revenue include:

	2014	2013
	\$	\$
Accounts Receivable - Work and Income	34,960	58,511

The above information should be read in conjunction with the Audit Report on page 10.

CHINESE NEW SETTLERS SERVICES TRUST

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2014

6 Accounts Receivable and Accrued Revenue include:

	2014	2013
	\$	\$
Accounts Receivable - Auckland Council	-	5,750
Accounts Receivable - Auckland Transport	1,070	4,114
Accounts Receivable - BNZ	-	150
Accounts Receivable- Charlotte Esser	147	-
Accounts Receivable - Confucius Institute	-	3,600
Accounts Receivable - MSD - FACS	34,500	78,680
Accounts Receivable - MSD -CYFs	-	3,450
Accounts Receivable - Others	-	600
Accounts Receivable- Triple P programe	120	-
Accounts Receivable - TRC	-	2,645
Accounts Receivable - Water Safety NZ	13,800	4,408
Accounts Receivable - Waitemata DHB	47,622	-
Accrued Revenue	1,242	428

7 Bank Loan

The Bank loan was secured by registered mortgages over the properties owned by the Trust as at 30 June 2014. These properties are located at 15-19, 20 and 22 Clifton Court, Panmure Auckland.

8 Commitments and Contingent Liabilities

The Trust has committed to build a social house building at Panmure, which has an estimated total funding requirements of \$10,574,500. The Trust has entered into an agreement with the Social Housing Unit (SHU), a government agency, who agreed to pay a capital grant of \$5,273,750 plus GST, which is recognised as Capital Contribution in the Statement of Movements in Equity. The Trust has received \$639,655 from SHU by the end of 30 June 2014. The Trust has negotiated with a bank to obtain the fundings for the balance of the project. As at 30 June 2014, the project is in the stage of design and city council application process. (2013: Nil).

The SHU capital grant has a condition that in case of the Trust cease its operation and provision of social housing services, this grant is becoming repayable to SHU. The amount of repayable depends on the market value of the building at that time and the proportion of the total building project cost that SHU paid. (2013: NIL).

9 Post Balance Date Event

There is no post balance date event. (2013: The Trust entered into a Sale and Purchase agreement on 20 August 2013 to buy a property at 21-25 Clifton Ct, Panmure, Auckland. The purchase price is \$670,000).

CHINESE NEW SETTLERS SERVICES TRUST

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2014

10 Related Party Transactions

Maggie Chen is a Trustee of the Trust and a director of Chinese Herald Group (NZ) Ltd, which publishes Chinese community newspaper. The Trust paid advertising fees at normal commercial rates to Chinese Herald Group (NZ) Ltd for the Trust's advertisements on the newspaper.

Stella Chan is a Trustee of the Trust and a partner of Forest Harrison, which provides legal services. The Trust paid legal fees at normal commercial rates to Forest Harrison for the legal services provided.



INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of Chinese New Settlers Services Trust

Report on the Financial Statements

We have audited the financial statements of Chinese New Settlers Services Trust on pages 1 to 9, which comprise the balance sheet as at June 30, 2014, and the income statement, statement of changes in equity for the year then ended, and a summary of significant accounting policies and other explanatory information.

Board's Responsibilities

The Board is responsible for the preparation and fair presentation of these financial statements in accordance with generally accepted accounting practice in New Zealand and for such internal control as the Board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements.

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

The principals and employees of our firm deal with the Trust on normal terms within the ordinary course of trading activities of the business of the Trust. The firm has no other relationship with, or interest in, the Trust.

Opinion

In our opinion, the financial statements on pages 1 to 9 present fairly, in all material respects of the financial position of Chinese New Settlers Services Trust as at June 30, 2014, and its financial performance for the year then ended in accordance with generally accepted accounting practice in New Zealand.

Yugen He

A handwritten signature in black ink, appearing to read "Yugen He".

Chartered Accountant
1 October 2014
Manukau City



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