



Lower Hutt  
Women's Centre  
186 Knights Road  
Waterloo Lower Hutt

# Te Pūrongo-ā-Tau Annual Report 2015-2016 Statement of Accounts



**All women, teenage girls and children reaching their full potential.**



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## Values

We will operate under the following values;

respect, encourage openness of conflict, challenge, enjoyment, humour and fun, non oppressive, support each other, transparency, progressiveness, spirituality, open communication, risk taking, making mistakes, self responsibility, empowerment, commitment, role modelling, consciousness, awareness, give and take, feminist.

## Philosophy

The Women's Centre;

- Recognises and works in the spirit of Tiriti o Waitangi;
- Confronts women's oppression and empowers women to take control of their own lives;
- Opposes discrimination by those who have power against those who do not; this includes discrimination against women, especially Maori women, Pacific Island women, women of colour, lesbians, those who are differently abled, young, old, working class and those with different spiritual beliefs;
- Promotes a safe, supportive environment for all women and children;
- Promotes the sharing of power and resources;
- Act as a resource and information centre for the community.

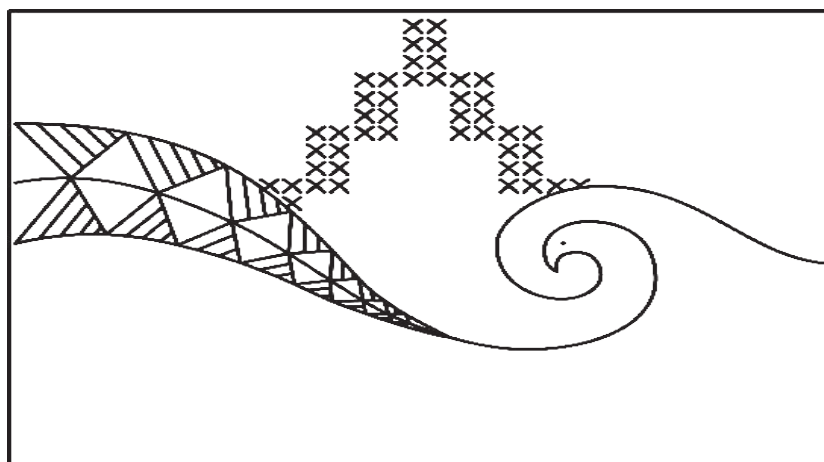
## Vision

All women, teenage girls and children reaching their full potential.

## Objectives

The Lower Hutt Women's Centre acts as a community resource centre for Women, Teenage Girls and Children, working towards and with education, empowerment, the promotion of mental health, healing and recovery for all women and families in the community.

Addresses feminist goals which seek to empower, support, educate and resource women to lead full and meaningful lives and to work toward social justice and equity.





# Goals

- Goal 1. We will work with women and children to increase their sense of connection and belonging.
- Goal 2. We will work with women and children to enable them to see choices in their lives and set a future direction.
- Goal 3. We will work with women and children to develop self-worth and self-esteem and to find their voice

## **The following areas need to be attended to when working on the needs of women:**

Emotional, Spiritual, Physical, Environmental, Practical, Intellectual.

# Convenor's Report

From the Board of Trustees Tēnā Koutou Katoa

Writing the Board of Trustees (BOT) contribution to the Annual Report is an opportunity to reflect on the work and activities of the BOT and staff over the last year.

We continue to meet on the fourth Tuesday of each month and have held 11 meetings since the last AGM. Throughout the year, board members either individually or together, have attended seminars and workshops that are considered to be part of our ongoing governance training. Several board members attended the 'Governance for not for profits' full day workshop.

The latter part of this last year has brought some challenges for the Board when we were advised in March that Te Awakairangi Health Network would not be able to continue their funding for 2016-2017 financial year. The Board and Collective have focussed on how best to respond to this drop in funding to ensure that the centre continues to provide the valuable services to the community. The BOT would like to take this opportunity to thank the Collective for its responsiveness to this challenge and their ongoing commitment and dedication to the running of the Centre.

The Boards Convenor Maree McKenzie resigned due to personal reasons in May and the Board is actively recruiting a replacement. In the interim Michelle Dalley is acting Convenor.

Thank you to all the BOT members for a year of significant contributions from reviewing and approving policies, good financial management and striving to be a good employer.



We are very proud of the commitment and dedication of the staff, collective and volunteers, for their support of the women who use Women's Centre, whether on a daily drop-in basis, for counselling, workshops, courses or to use the library or public computer. It is this group of women who have the day-to-day responsibility of running Women's Centre and without their commitment and hard work Women's Centre would not be able to operate or provide the services that we do. You are an inspiration, thank you.

Board members this year have been: Maree McKenzie Convenor (resigned), Kathryn Bradbury Treasurer, Michelle Dalley Employment/Acting Convenor, Brenda Scully Secretary, Emma Weston Complaints (resigned), Teresa Housel Trustee, Rachel Nankivell Trustee, Seselia Sione Trustee.

**Michelle Dalley, Acting Convenor**

## He Huarahi O Te Wahine      Māori Focus group

*Kia ora Wahine ma,*

*Another year has gone by fast and with its challenges for the centre. The Māori focus group continues to be supported by Kay Riddler (Social Worker, Supervisor) and Janet Matehe (AOD Clinician, Counsellor), although we have not met formally at the LHWC we have had many informal meetings over coffee and kai in the last year. We both continue to build our careers as Māori wahine and attending to whanau which is at the heart of Māori culture, acknowledging the importance of education, and employment in sustaining whanau well-being. Our focus has therefore been on being healthy wahine and having healthy whanau with our goal being to implement this well-being approach in some shape or form in the future with other wahine that attend the LHWC.*

*This position on the Māori focus group is a privilege and the flame is still burning with a focus and passion for Māori wahine. Kay and Janet have both discussed this year's financial challenge experienced by the LHWC and have committed to giving the LHWC a small weekly donation. The Māori focus group put out the wero (challenge) to others to also support the LHWC.*

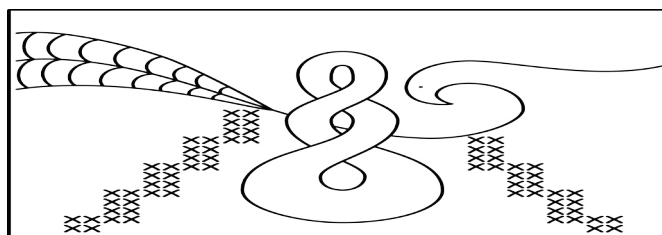
*Discussion continues about future interventions for Māori wahine, at this stage the discussions are seeds to be grown over time, and invitations to others to share in growing the seeds will be sent out at a later date.*

*May you all be peaceful, happy and well. Kia pai to rā. (have a good day)*

**Kay Riddler and Janet Matehe**

*Whaia te ite kahurangi, ki te tuohu koe me maunga teitei.*

*Pursue that which is precious and do not be deterred by anything less than a lofty mountain.*





# Manager's Report

***It is timely that we give thanks***

***for the lives of all prophets, teachers, healers, and revolutionaries, living and dead, aimed or obscure, who have rebelled, worked and suffered for the cause of love and joy.***

***We also celebrate that part of us, that part within ourselves, which has rebelled, worked and suffered for the cause of love and joy.***

***We give thanks and celebrate.***

***I also want to acknowledge the women that come to the centre, women reaching out to grow and develop and to have a better experience of life.***

## ***Financial***

The main sources of funding for 2015-2016 are contracts with Ministry of Social Development and Te AwaKairangi Health Network and we gain annual Lottery and COGS funding. Other funders this year have been John Illott Charitable Trust, Pub Charity, Creative Communities, W & M Bear Charitable Trust, TG Macarthy Trust, Infinity Foundation, Four Winds and The Box Trust.

## ***Courses and Workshops that have run July 2015 - June 2016***

***The courses we have run during the year have been;***

- Mosaic For Women: Weekly group
- Women's Support Group: Weekly group
- A & D Wellbeing Group: Weekly group
- Free legal Advice: Monthly
- Sexual Abuse Support Group (Ongoing monthly support group)
- Assertiveness for Women (Two six week courses)
- Self Esteem for Teenage Girls (Two six week courses)
- Women Who Love Too Much Part One (Two Weekend Workshops)
- Women Who Love Too Much Part Two (One Weekend Workshop)
- Anger as a Strength (Two six week courses)
- Resilience (One six week course)
- Understanding the Blues (Two six week courses)
- Self Development using Psychodrama (Two Weekend Workshops)
- Harakeke ( Four one day workshops)
- Painting (Five one day workshops)
- Self Esteem for Women (Every Friday morning and every Tuesday evening)
- My Mother My Self (Two weekend workshops)
- Meditation for Women (Two six week courses)
- Inner Child (One Weekend Workshop)

The paid staff that have tutored, run courses, workshops, support groups, cleaned the centre and crèche have been; Ally Andersun (Counsellor/Trainer), Jenny Holdt (Computer Tutor), Julie Smart (Group Worker), Stephanie Brockman (Manager), Amber White (Self Esteem for Teens), Anja Kutsch (Creche), Janet Matehe ( A& D Wellbeing Group), Makere Love (Harakeke), Ruth Pink (Meditation) and Linda Tilyard (Painting).



### **Drop In**

We continue to run Drop in for 36 hours per week, extensive library for members, crèche for self esteem and free legal advice from the women lawyers of Thomas, Dewar, Sziranyi and Letts.

### **Counselling**

We continue to provide counselling to women, children and some families.

### **Newsletter**

We have continued to provide a newsletter, which has now become quarterly. Teresa Housel, volunteer, now puts this together. The newsletter provides information about our courses and workshops, personal stories and other public issues that we cover from a feminist perspective. We continue to post it out and send to our mailing list by email.

### **Library**

We provide an extensive library for members, with topics including self help, Tiriti O Waitangi, Women's Studies.

### **Computer Lessons**

We provide one on one computer lessons one day per week (6 hours). This is funded through John Ilott Charitable Trust, TG Macarthy Charitable, Infinity Foundation and donations. Jenny Holdt is the tutor.

### **Donations**

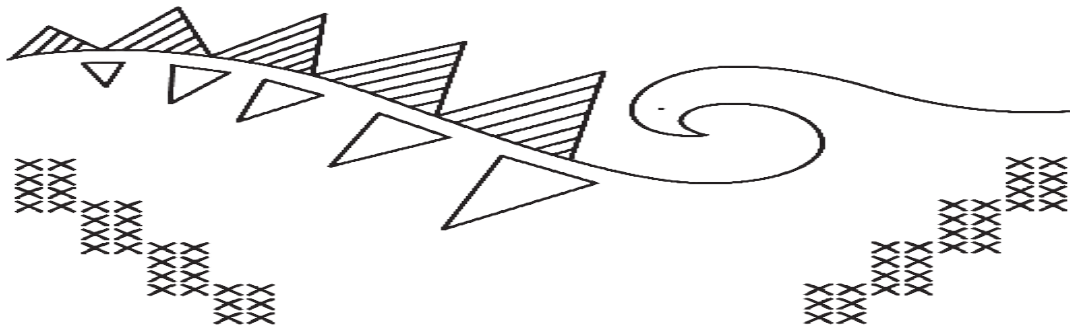
Many women are continuing to donate money on a weekly or monthly basis and we put this into a repairs and maintenance fund.

### **Future**

We look to a more uncertain future with many funding streams becoming low priority for current Government.

### **Stephanie Drake-Brockman Manager**

*"I had no-where else to go, no support - my mental health was bad. I came out of hospital, I had nowhere else to go. I had to make changes or die. The Women's Centre helped me get real about what was going on. I found a safe place where I could express who I was and what I felt and thought about my life. The Women's Centre was a lifeline." Mary*





## Counsellor/Supervisor/Trainer/Crèche Worker

As I sit to write this report I realise this is the 26th AGM of the Lower Hutt Women Centre, I have attended most of these and written reports for them. I'm finding it a challenge to write something fresh and different so it's not a repetition of the last 25 reports.

When on paper my work looks the same year in year out, I counsel women one on one, I work with children in a therapeutic way, I coach parents to get along side their children with the difficulties that is experienced within the family, I support fathers to support their partners and children, (this work happens in the crèche) when I am working every day is new, different and exciting.

On a Friday morning I can be found in the creche, along with Kathryn, playing with and caring for the children whose mothers and care givers are attending the Self Esteem workshops, which have been running for longer than the Women Centre has been having AGM's.

This is delightful and a privileged part of my employment and I am grateful for the wonderful space that has been created for this to happen. It seems very natural and comfortable to me for young children to be cared for by older crone women while their young mothers are supported and given opportunity to grow in their self worth. Long may this tradition continue.

The first 4 Wednesday mornings of the month is when the day to day business of the Women Centre is administered, this consists of Volunteer Supervision, Volunteer and Staff Training and Collective meetings, all of these gatherings follow a familiar format which takes the time to check in on each participant and where they are, at that particular point in time. This is an important tradition that fosters connection and respect between us, this enables the philosophy and kaupapa of the Women Centre to be and stay alive. I participate and take an active role in all of these happenings.

I have attended some of the Board of Trustees monthly meetings through the year and most of the Staff monthly meetings. I took part in the MSD audit, I supervise the student counsellor.

Weekend workshops continue to provide opportunity to explore human potential and capacity, having a good chunk time and a very comfortable, safe and familiar space to be in, women form relationships of good enough trust that opens them to deeper understanding and experiences of themselves. The themes of the workshops are determined by trends that are identified within the Women Centre. I appreciate the opportunity to co-create and develop my craft.

There have been several 6 week evening courses on Resilience and Anger as a Strength throughout the year that I have facilitated. I piloted a 3 week and then a weekend Self Development Workshop that prove to be beneficial and popular for the women attending, I am open to using this method for future workshops.

The Sunday group that meets monthly is support and space for women who have experienced sexual abuse and rape. I am humbled by what gets generated by this group and inspired by each woman's commitment to herself and each other in their healing journeys. Women travel from all over the region to attend, two women come from Palmerston North

My professional development this year includes, one on one supervision, peer supervision and peer





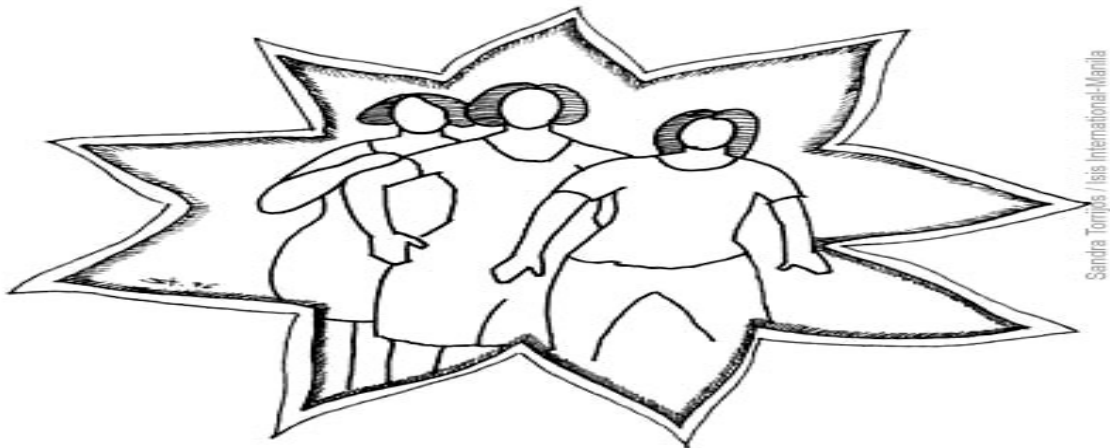
network. I am a committee member of New Zealand Association of Counsellors Wellington/Wairapa Branch, I have membership with Australia Aotearoa New Zealand Psychodrama Association, I was on the organising committee and attended the NZAC Noho, and participated in the Te Ra festival at Te Whiti Park, I attended Stabilising Trauma with Babette Rothchild and a 5 day training in Child Centred Play Therapy.

My personal development included attending the Convergence gathering for 5 days over new year with my moko Sydney, doing a road trip to Auckland to attend a concert and visit family with Sydney, the train ride to Art Dec in Napier, attending evenings at the Blue Grass Society and Circa and Bats theatre, another road trip with Sydney to Christchurch, and socialising well with friends and family.

I look forward to seeing and experiencing the evolving of the Women Centre over the next year. I wish us well, the women who use the centre, the BOT, the Vols, the Collective, the Staff and mostly the Women Centre Whare herself.

**Ally Andersun**

## He waka eke noa We are all in this together



***“It took me quite a long time to develop a voice, and now that I have it, I am not going to be silent.” —Madeleine Albright***

***“  
The Women’s Centre gave me the  
foundation and values that I  
needed to grow.” Pauline***



# Volunteer's Report

The volunteers at the Women's Centre are guided in their work by the kaupapa and their job description. They greet women who come into the Centre, give out information about what we offer here, prepare rooms for meetings, courses and workshops. They may assist women to find information about what services are available elsewhere in the community. They keep the clothing donation bin organised and re-print pamphlets, record statistics and many other tasks as required.

Below is a list of volunteer's over the last year:

Kathryn Bradbury maintains the garden, works a regular Friday shift and assists in the crèche. She is the Centre's Librarian and collects Petone water for the Centre. Kathryn also brings in flowers from her garden for the kitchen table.

Lynn Topley completes the weekly banking, co-ordinates the payment of the volunteer's book voucher's, checks the emergency supplies and inputs monthly bookkeeping data for the Centre donations. She is also a Collective member.

Julie Smart is a member of the Collective.

Alison Newport volunteers on a Thursday morning. She compiles all of our resources, ordering and collecting pamphlets.

Amber White volunteers when able. She has been assisting with the development of the women's centre Facebook page. She brings in resources and information and is "the voice of youth" at the Centre.

Sherrie Pirimona does a shift on a Wednesday and has been cataloguing the library books.

Pinkdeep Kour is compiling the Centre's statistical information.

Anita Panis is responsible for the kupu and whakataukī board in the kitchen.

Michelle Bougen volunteers during the painting workshops to make sure everything runs smoothly and is packed up after.

Clare Caffery has been assisting with mosaics, both tutoring and setup.

Elena King has been updating the information files and has recently gotten a full time job and has left volunteering.

Naomi Millane has recently started as a volunteer and has taken over the information files.

*"I got relaxation and peace, I get a good break from my stressful life - and it's fun."*

*Jenny*



The volunteers have ongoing training and supervision. Ally Andersun facilitates bi-monthly supervision for the volunteers, and they have bi-monthly peer supervision.

Volunteer's Training is monthly and training topics this year have included:

- The Changing Brain
- Private Violence Intimate Partner Violence
- He Wawata Whaea Dream of an Elder. MeriMeri Penfold
- Band of Sisters
- Gardening with Soul: Sister Loyola
- Life after Suicide. Family member's experience
- Gender and Advertising
- Feminism – Kate Sheppard:
- Feminism – The Punk Singer : Kathleen Hanna
- Menstruation - Red Moon.

He aroha whakatō he aroha puta mai

If kindness is shown then kindness you will receive

## Collective Report

The Collective Members have been Ally Andersun, Stephanie Brockman, Julie Smart and Lynn Topley. We have met regularly every fortnight throughout the year to oversee the day-to-day running of the Centre. We have fun, share, as well as doing business and each meeting begins with a feminist quote and ends with a waiata. We have used the opportunity to learn and practice waiata.

We operate in conjunction with the governance (Board of Trustees) and some of our tasks have been to:

Create and monitor the business plan, Collect statistics, Review evaluations of groups and workshops, Read correspondence, Read and review policies, Maintain health and safety, Ensure complaints procedure is followed, Plan workshops and groups, Oversee crèche and supplies, Organise building maintenance, Provide emergency supplies, Plan funding expenditure.

Collectively, we have enjoyed being part of the Te Ra o te Raukura Community Festival and completed First Aid Training.

**Lynn Topley. Collective Member**

***“We’re taught to be ashamed of confusion, anger, fear and sadness, and to me they’re of equal value to happiness, excitement and inspiration.” Alanis Morissette***



Ko te Whaea te takere o te waka

Mothers are like the hull of a canoe, they are the heart of the family

## Treasurer's Report

I am pleased to report that despite the funding challenges, careful financial planning and practices have enabled us to provide a sound base for our work.

Many thanks to Stephanie Brockman (Manager) for her work in administering the day to day management of the Women's Centre finances and the compiling of monthly reports for the Board of Trustees.

Thank you also to Board members Michelle Dalley, Brenda Scully, Emma Weston, Teresa Housel, Rachel Nankivell, Maree McKenzie, and Seselia Sione who have approved the accounts, asked the right questions and taken on the legal responsibility of financial management for our Centre.

And again, our appreciation to Lynn Topley who volunteers her time to do the weekly banking, a role she has undertaken for many years. Acknowledgement goes also to the many women who continue to donate money to assist with the ongoing maintenance of the Women's Centre.

Finally I acknowledge our auditor, Carol Lightfoot, who has completed a full audit of our accounts. Her report follows the financial statement.

*Kathryn Bradbury Treasurer*

### **Lower Hutt Women's Centre Incorporated Financial Statements For the year Ended 30 June 2016**

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**Lower Hutt Women's Centre (Incorporated)**

**Statement of Financial Position**

**As at 30 June 2016**

	<u>Notes</u>	<b>2016</b>	<b>2015</b>
		<b>\$</b>	<b>\$</b>
<b>Accumulated Fund</b>			
Opening Balance		<b>239,763.91</b>	<b>245,604.87</b>
Current Year Surplus/Deficit		166.39	(5,840.96)
		<b>239,930.30</b>	<b>239,763.91</b>
<b>Represented by:</b>			
<b>Current Assets</b>			
Westpac Running 00		9,546.76	8,329.94
Westpac Wages 03		14,918.58	17,772.24
Westpac Trust 00		1,724.94	1,851.29
TD Westpac 001	1	34,671.80	33,502.20
TD Harbour City		36,505.73	35,268.30
Harbour City On Call		35.80	35.62
Petty Cash		150.00	350.00
Debtors		5,494.24	7,494.24
		<b>103,047.85</b>	<b>104,603.83</b>
<b>Fixed assets per schedule</b>	2 & 6	180,051.82	183,716.88
<b>Total Assets</b>		<b>283,099.67</b>	<b>288,320.71</b>
Less Current Liabilities:			
Grants Received in Advance	5	24,550.09	31,967.15
GST Owing		4,867.34	5,442.70
Accounts Payable		4,359.20	4,260.23
Holiday Pay Accrued		9,392.74	6,886.72
		<b>43,169.37</b>	<b>48,556.80</b>
<b>Less Long Term Liabilities</b>			
<b>Total Liabilities</b>		<b>43,169.37</b>	<b>48,556.80</b>
<b>Net Assets</b>		<b>239,930.30</b>	<b>239,763.91</b>

**Convenor (on behalf of the Centre)**

**Date**

*The accompanying notes form part of these financial statements*



**Lower Hutt Women's Centre (Incorporated)**  
**Statement of Financial Performance**  
**For the year ended 30 June 2016**

	<u>Notes</u>	<b>2016</b> \$	<b>2015</b> \$
<b>Income</b>			
Government Grants	4	\$134,985.62	136,523.41
Private Grants	4	\$23,592.18	23,870.11
Donations		5591.54	5,450.57
Membership Fees		\$1,416.54	1,355.67
Course Fees		\$5,753.72	5,725.51
Room Hire		\$2,418.70	2,334.82
Sundry		\$797.83	934.88
Counselling		\$2,479.10	1,987.86
<b>Total Income</b>		<b><u>\$177,035.23</u></b>	<b><u>178,182.83</u></b>
<b>Other Income</b>			
Interest and Dividends		\$2,671.80	2,945.44
		<b><u>\$179,707.03</u></b>	<b><u>181,128.27</u></b>
<b>Expenses</b>			
Advertising		\$6,658.59	4,768.00
Auditor		\$425.00	400.00
Bank Charges		\$30.00	30.00
Board Expenses		\$822.25	2,705.76
Computer Costs	7	\$500.43	22.61
Computer Maintenance	8	\$134.78	34.78
Consumables		\$838.51	577.39
Course Costs		\$401.90	1,148.96
Creche Costs		\$190.43	
Depreciation	2	\$7,081.91	8,202.59
Donation/Gifts/Koha		\$252.61	43.48
General Expenses		\$4,033.89	4,611.85
Insurance		\$5,843.19	6,429.55
Library		\$258.48	542.25
Low Value Asset		\$388.68	212.92
Mosaic		\$387.82	541.51
Newsletter		\$2,076.03	2,001.73
Photocopier		\$570.41	1,062.08
Power and Gas		\$3,038.16	3,022.42
Postage and Couriers		\$1,238.48	1,432.52
Rates		\$1,962.98	1,888.07
Repairs and Maintenance		\$423.87	6,655.52
Stationery		\$1,654.36	1,573.88
Subscription		\$685.64	857.83
Staff Wages/Paye/ACC/Kiwi Saver		\$125,214.37	123,626.07
Staff Supervision		\$1,213.58	1,841.32
Staff Training		\$2,452.82	3,984.74
Staff Travel		\$1,020.00	760.00
Telephone		\$1,963.02	1,976.85
Tutor Fees		\$6,075.95	4,099.54
Volunteer Expenses		\$1,702.50	1,915.01
<b>Total Expenses</b>		<b><u>\$179,540.64</u></b>	<b><u>186,969.23</u></b>
<b>Surplus/(Deficit)</b>		<b><u>\$166.39</u></b>	<b><u>(5,840.96)</u></b>

*The accompanying notes form part of these financial statements*



**Lower Hutt Women's Centre Incorporated**  
**Notes to the Financial Statements**  
**for the Year Ended 30 June 2016**

**Statement of Accounting Policies**

**Reporting Entity**

The organisation is registered under the Incorporated Societies Act 1908, and is approved as a charity for the purposes of the income Tax Act 1976. It is registered with the Charities Commission.

These financial statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practice. They are compliant with Tier 3 practices.

**Measurement Base**

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and position on a historical cost basis have been followed.

**Specific Accounting Policies**

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied.

1 **Investments**

Investments are stated at cost

2 **Depreciation of Fixed Assets**

Fixed Assets are stated at cost less accumulated depreciation.

Depreciation has been calculated using the straight line method.

Assets \$500 and over are recorded as fixed assets, \$100-\$500 as low value assets expense.

3 **GST**

The financial statements have been prepared on a GST exclusive basis.

4 **Grants/Contracts**

	<b>2016</b>	<b>2015</b>
	<b>\$</b>	<b>\$</b>
Grants in advance last year	31,967.15	37,226.32
<b>Grants received this year</b>		
COGS	10,000.00	10,000.00
MSD	25,814.75	25,814.75
Hutt City Council	1,805.00	
Te Awa Kairangi Health	65,930.90	65,930.88
John Iltot Charitable Trust	1,500.00	1,500.00
Lion Foundation		2,000.00
Lottery Community	20,000.00	30,000.00
Creative Communities	2,050.00	2,050.00
W & M Bear	1,500.00	977.44
TG Macarthy Trust	3,202.00	2,874.00
Infinity Foundation	5,400.70	6,306.44
The Box Trust	6,000.00	6,000.00
Four Winds	1,500.00	
The Warehouse	889.53	
Barnardos	3,000.00	
Other Grants received (Donations)	<u>500.00</u>	<u>500.00</u>
	<b>148,592.88</b>	<b>153,953.51</b>
Grants received in advance this year	24,550.09	31,967.15
Private Donation expenditure	<u>2,567.86</u>	<u>1,180.84</u>
Government and Private Grants	<b>158,577.80</b>	<b>160,393.52</b>

5 **Grants received in advance**

	<b>2016</b>	<b>2015</b>
	<b>\$</b>	<b>\$</b>
<b>Grants still held in advance</b>		
TG Macarthy Trust		414.22
Lottery Community	12,569.60	23,743.70
Winton and Margaret Bear	1,033.08	977.44
Private Donations		704.21
John Iltot Charitable Trust	1,037.93	1,500.00
Creative communities	900.00	700.00
Capability Mentor MSD	1,248.08	1,508.95
The Box Trust	6,176.48	2,418.63
Barnardos	<u>1,584.92</u>	
	<b>24,550.09</b>	<b>31,967.15</b>

6 **Value of Property**

The property owned by The Lower Hutt Womens Centre at 186 Knights Road, Lower Hutt has a current rateable value of \$480,000, the land being \$370,000 of the total.

7 **Computer Costs**

This account covers Software less than \$500, Software development, Computer Hardware under \$100 and Website parking costs.

8 **Computer Maintenance**

This account covers repair work to computers and printers.

**Significant events after balance date**

Up to the time of preparation of these financial statements nothing that materially affects the position of the organisation is known to have occurred.



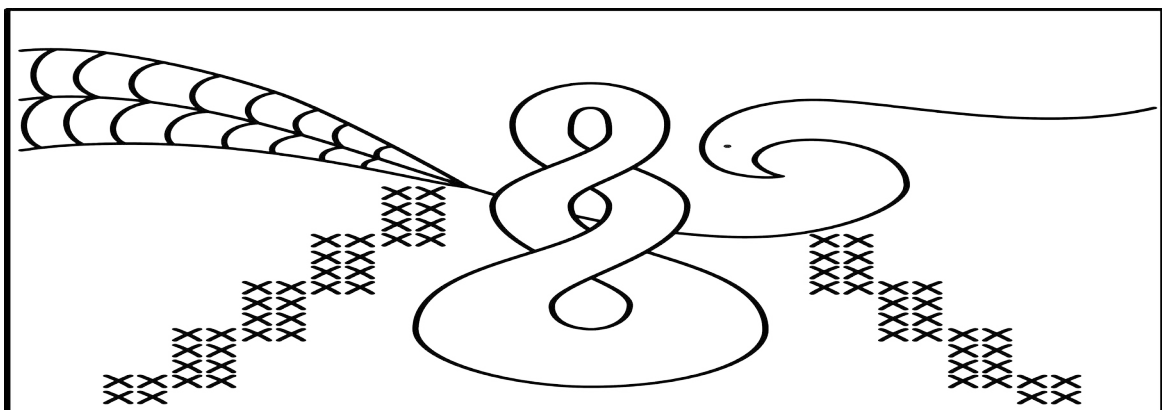
**Lower Hutt Women's Centre (Incorporated)**  
**Statement of Cash Flow**  
**For the year ended 30 June 2016**

Cash Flow from Operating Activities

Net Income	\$166.39
Debtors	\$2,000.00
Comp.Equip Accum Dep	\$497.67
Office Equip Depreciation	\$435.45
Furniture & Fixtures at Cost	(\$3,416.85)
Furniture & Fixtures Accum Dep	\$1,166.22
Buildings Accum Dep	\$4,982.57
Creditors and Accruals	\$98.97
Holiday Pay Accrued	\$2,506.02
Grants Received in Advance	(\$7,417.06)
GST Collected	(\$7,280.15)
GST Paid	\$5,528.03
GST Payments/Refunds	\$1,176.76
Net Cash Flows from Operating Activities	\$444.02
Cash Flow from Investing Activities	
Net Cash Flows from Investing Activities	\$0.00
Cash Flow from Financing Activities	
Net Cash Flows from Financing Activities	\$0.00
Net Increase/Decrease for the period	\$444.02
Cash at the Beginning of the period	\$97,109.59
Cash at the End of the period	\$97,553.61

*"I got a belief in myself and my capabilities that I had tried to find but couldn't - but here I found it through the work I did here, and my life has changed and got better."*

**Judith**





## LOWER HUTT WOMEN'S CENTRE

### Schedule of Fixed Assets as at 30 June, 2016

Item	Date of Purchase	Original Cost	Cum.Dep. to 30/6/15	Additions This Year	OC - NBV at 1/7/15	Depreciation this Year		Cum.Dep. to 30/6/16	N. B. V.		
						Months	Rate (S/L) \$				
Computer Equipment											
Monitor, Keyboard, etc. MYOB Software External Hard Drive H.P. Printer Computer (Public Access) Scanners Computer Office Computer Lap Top Computer Office Touch Screen Free Access Kyocera F1320-D Printer Total	Dec-03	398.22	398.22		0.00	0	40.0%	0.00	398.22	0.00	
	Dec-04	248.89	248.89		0.00	0	33.0%	0.00	248.89	0.00	
	Sep-05	266.66	266.66		0.00	0	36.0%	0.00	266.66	0.00	
	Jan-07	748.60	748.60		0.00	12	30.0%	0.00	748.60	0.00	
	Jun-07	1,216.01	1,216.01		0.00	12	40.0%	0.00	1,216.01	0.00	
	Jun-08	957.00	957.00		0.00	12	40.0%	0.00	957.00	0.00	
	Sep-09	799.00	799.00		0.00	12	40.0%	0.00	799.00	0.00	
	Jun-10	998.78	998.78		0.00	12	40.0%	0.00	998.78	0.00	
	Dec-11	1,172.96	1,172.96		0.00	12	40.0%	0.00	1,172.96	0.00	
	Jun-13	1,520.87	1,216.70		304.17	12	40.0%	304.17	1,520.87	0.00	
	Feb-14	645.00	258.00		387.00	12	30.0%	193.50	451.50	193.50	
	Total		8,971.99	7,244.40		691.16			497.67	8,778.50	193.49
	Office Equipment										
	Office Desk Filing Cabinet Filing Cabinet Sander Sandbox Photocopier TV Projector Banners Total	2000	266.00	266.00		0.00	0		0.00	266.00	0.00
		2002	310.15	310.15		0.00	0	24.0%	0.00	310.15	0.00
Mar-05		236.00	236.00		0.00	0	24.0%	0.00	236.00	0.00	
Apr-07		118.22	118.22		0.00	12	17.5%	0.00	118.22	0.00	
May-11		504.34	216.25		288.09	12	10.5%	52.96	269.20	235.14	
Jun-11		5,975.00	5,975.00		0.00	12	30.0%	0.00	5,975.00	0.00	
Dec-11		598.27	598.27		0.00	12	30.0%	0.00	598.27	0.00	
Jun-12		1477.39	1,329.65		147.74	12	30.0%	147.74	1,477.39	0.00	
Jun-15		1,565.00	0.00		1,565.00	12	15.0%	234.75	234.75	1,330.25	
Total		11,050.37	9,049.54		2,000.83			435.45	9,484.98	1,565.39	



# LOWER HUTT WOMEN'S CENTRE

## Schedule of Fixed Assets as at 30 June, 2016 (Continued)

Item	Date of Purchase	Original Cost	Cum.Dep. to 30/6/15	Additions This Year	OC - NBV at 1/7/15	Depreciation this Year		Cum.Dep. to 30/6/15	N. B. V. at 30/6/16
						Months	Rate (\$/L)		
							\$		
<b>Furniture &amp; Fittings</b>									
Carpet	2000	1,724.44	1,724.44		0.00	0		1,724.44	0.00
Summer House (Kitset)	Dec-02	1,551.11	1,551.11		0.00	12	12.0%	1,551.11	0.00
Folding Tables (2)	Aug-03	235.00	235.00		0.00	12	25.0%	235.00	0.00
Fire Extinguisher	Dec-04	96.26	96.26		0.00	12	9.6%	96.26	0.00
Whiteboard	Aug-06	485.89	485.89		0.00	12	30.0%	485.89	0.00
Stove	Dec-06	711.12	711.12		0.00	12	17.5%	711.12	0.00
Light Fitting	May-07	155.56	155.56		0.00	12	13.5%	155.56	0.00
Gas Heater Rinai	Jun-07	1,151.11	1,151.11		0.00	12	17.5%	1,151.11	0.00
Carpet/Vinyl Creche	May 08	3,566.23	3,566.23		0.00	12	24.0%	3,566.23	0.00
Heat pump Creche	Jul-08	2,868.15	2,868.15		0.00	12	67%	2,868.15	0.00
Tables and Chairs Creche	Sep-08	588.00	529.20		58.80	12	13.5%	588.00	0.00
Door Meeting Room	Sep-08	1,771.81	1,240.26		531.55	12	10.5%	1,426.30	345.51
Vinyl in back toilet and carpet hallv	Mar-09	1,600.00	1,600.00		0.00	12	30.0%	1,600.00	0.00
Heat pump hallway	Apr-09	3,660.65	3,660.65		0.00	12	67.0%	3,660.65	0.00
Bookshelf Creche	Sep-09	661.30	364.54		296.76	12	10.5%	433.98	227.32
Blinds Creche	Sep-10	1,131.26	890.87		240.39	12	17.5%	1,088.84	42.42
Counselling room furniture	Feb-12	1353.04	608.87		744.17	12	13.5%	791.53	561.51
Meeting room mattresses	Dec-11	\$1,040.00	491.40		548.60	12	13.5%	631.80	408.20
Light Fitting	Jun-12	526.63	213.29		313.34	12	13.5%	284.38	242.25
Brochure Holders	Sep-15	144.18	144.18	1830.85		9	10.5%	144.18	1,686.67
Zip (Hot Water Heater)	Jan-16			1,586.00		5	17.5%	115.64	1,470.36
<b>Total</b>		24,877.56	22,288.11	3,416.85	2,733.63			1,166.22	4,984.25
<b>Buildings</b>									
House	Jan-06	170,000.00	33,150.00		136,850.00	12	2.0%	3,400.00	133,450.00
Creche	Mar-08	48,545.68	10,680.05		37,865.63	12	3.0%	1,456.37	36,409.26
Creche Renovations	Jun-10	4,206.59	\$630.99		3,575.60	12	3.0%	126.20	3,449.40
<b>Total</b>		222,752.27	44,461.04		178,291.23			4,982.57	173,308.66
<b>GRAND TOTAL FIXED ASSETS</b>		<b>267,652.19</b>	<b>83,043.09</b>	<b>3,416.85</b>	<b>183,716.85</b>			<b>91,017.24</b>	<b>180,051.80</b>





## **Auditors Report to the Members of Lower Hutt Women's Centre Inc.**

I have audited the attached financial statements. The financial statements provide information about the past financial performance of the Lower Hutt Women's Centre (Inc) and its financial position as at 30 June 2016. This information is stated in accordance with the accounting policies set out on pages 1 to 7.

### **Board responsibilities**

The Board is responsible for the preparation of financial statements which fairly reflect the financial position of the Lower Hutt Women's Centre (Inc) as at 30 June 2016 and the results of its operation for the year there ended.

### **Auditor's responsibilities**

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

### **Basis of opinion**

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

- the significant estimates and judgments made by the Board in the preparation of the financial statements, and
- whether the accounting policies are appropriate to circumstances of Lower Hutt Women's Centre (Inc), consistently applied and appropriately disclosed.

I conducted my audit in accordance with the generally accepted auditing standards in New Zealand. I planned and performed the audit so as to obtain all the information and explanations which I consider necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as auditor I have no relationship with, or interest in Lower Hutt Women's Centre (Inc).

### **Fundamental uncertainty**

In forming my unqualified opinion, I have considered the adequacy of the disclosures made in the financial statements in respect to the funding available to Lower Hutt Women's Centre (Inc). The financial statements have been prepared on a going concern basis, the validity of which relies upon future funding being available. The financial statements do not include any adjustments that would result from the failure to obtain funding.

### **Unqualified opinion**

As is common with other organisations of a similar nature, control over income prior to its being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control. In this respect alone I have not obtained all the information and explanations I required. In my opinion:

- proper accounting records have been kept by Lower Hutt Women's Centre (Inc), as far as appears from my examination of those records;
- the financial statements on pages 1 to 7:
  - comply with the generally accepted accounting standards
  - fairly reflect the financial position of Lower Hutt Women's Centre (Inc) as at 30 June 2016 and the results of its operations for the year ended on that date.

My audit was completed 1 November 2016 and my unqualified opinion is expressed as at that date.

**Carol G Lightfoot CA**  
*41B Tangare Dr*  
*Porirua*



## Phone Calls July 2015-June 2016 Summary

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