



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

Te Pūrongo-ā-Tau Annual Report

2016-2017

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

Tēnā Koutou Katoa

This year I have had the pleasure of joining the Board of Trustees for the Lower Hutt Women's Centre, and taking on the role of Convenor. It has been a great experience to be involved with such a committed group of people, in a centre that is providing valuable services to the Lower Hutt community. The services that the Women's Centre offers include a safe place to drop-in, for a cup of tea and someone to talk to, right through to counselling for women and children, workshop programmes, training sessions and access to computers and a library.

The challenges that the Lower Hutt Women's Centre has faced in the past year have been tough – a significant reduction in funding has meant major changes have had to be made to ensure the Women's Centre can continue to operate and support the community.

I would like to take this opportunity to thank the dedicated staff, specifically Stephanie, Centre Manager and Ally, Counsellor, along with the Collective and all of our volunteers for their efforts over the past year. The Women's Centre would not be able to operate without the support of these amazing women. Thank you for your hard work and commitment; you are making a difference to the lives of many women and families in our community.

Thank you also to the Board of Trustee members for your time and input; Kathryn Bradbury, Teresa Housel, Carla Leader, Kay Riddler, Rosemary Pullar and Michelle Dalley (resigned) and Brenda Scully (resigned). We've got lots planned for the next year, and I look forward to seeing what we can achieve.



Personally, I look forward to continuing to learn about, and get involved with the Women's Centre over the next year.

All the best to the wonderful women who use the centre, the volunteers, the collective and the staff.

Convenor Katie Smith

He Huarahi O Te Wahine Māori Focus group

Tena kotou wahine ma

The Maori focus group have been instrumental in raising Maori wahine attendance to the centre. Therefore our Maori statistics have risen, the amount we are not sure but we would like to give that data in next years AGM report. I can confirm the increase in statistics has been confirmed by management. Furthermore these statistics may have a positive effect on funding applications in the future that can provide services for Maori by Maori enhanced in a Maori world view to uplift the mana and the mauri of the maori wahine in our community.

In addition networking with kaupapa maori services has been actioned in the past year and there has been an expression of interest from Ora Toa Mauriora gambling service to connect and provided information to our service. The Lower Hutt Women's Centre has shown mannaki and our centre has sent some dates yet to be confirmed to come and have Kai. In addition recently the Ora Toa mental health team have also expressed an interest in attending our centre to make a connection. This will be actioned in the near future,

Kay Riddler and Janet Matehe are very proud to be involved in the development and building the mana of the MFG . We send out an invitation for other Maori wahine to join us in these uplifting times of building the mana and mauri of our centre for maori wahine.





Manager's Report

Financial

The main sources of funding for 2016-2017 are contracts with Ministry of Social Development and Hutt Valley District Health Board, and we gain annual Lottery and COGS funding. Other funders this year have been Pub Charity, Creative Communities, W & M Bear Charitable Trust, TG Macarthy Trust, Infinity Foundation, Four Winds, First Sovereign Trust and The Box Trust.

Courses and Workshops that have run July 2016- June 2017

The courses we have run during the year have been;

- Mosaic For Women: Weekly group July - September 2016
- 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 eight 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)
- 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 provide Drop in for 20 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, Facebook and Give a Little page

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. Our facebook page is administered by Amber, who does a great job with it. Give a Little page was set up by the Board.

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 Illott 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.

Bequest:

We received a bequest from Carol Baker who passed away in 2016. Carol had been part of the Centre for a long time and had run clay workshops, silk painting workshops and gained a lot of support herself. Thank you to Carol

and we used your bequest to buy a new photocopier and to have our website renewed - and I think she would have been happy with that. The website was done by Maribel from Creativa. She created a wonderful website and also donated a lot of time creating images and updating the facebook page to match with the website.

We have received a lot of donations from women since we lost a funding stream and I would like to thank you all for this wonderful and generous support.

I would like to thank all the staff, volunteers, Board and the women that use the Centre for your energy and efforts to make this a more just world.

Stephanie Brockman Manager

“When I first came I hadn’t done any group work. It has really helped my self confidence in groups and helped my self confidence in life.” *Julie*





Counsellor/Supervisor/Trainer/Crèche Worker

I am aware as I write my report to the AGM this year that I'm coming from my life position as a crone. I'm not too sure what that means, I perceive it is different, as I would expect.

I acknowledge my ancestral path and those who have gone before me, I witness those who I travel with in the now, and are awed at those who come after me.

I am in gratitude to the women centre as a place where I work and grow within my cause.

This has been a different year for me at the centre with the changes that have come about because of funding. Although my work is not looking different, in fact very little has changed for me in my women centre role, I am effected by the energy shift that the centre has and is going through. I feel a mixture of excitement for the future and grief for how it was, I recognise I'm still in the process of transition.

Working in the crèche on a Friday morning is definitely a high light of the week for me, being with young children as they play and explore their environment and themselves is a privilege I don't take for granted at all.

The ethos of the crèche is influenced by Play Centre Philosophy and Child Centred Play Therapy along with the Women Centre kaupapa. Each session has the aim of creating a space of peace and connection where the children are respected and nurtured in their relationship building with themselves, each other and any adults who may be in the crèche during a session.

Kathryn Bradbury is a valuable crèche worker who is along side me and the children as we play and socialise with each other. I appreciate the energy Kathryn contributes to the sessions and enjoy witnessing the developing relationships she and the children share. Thank you Kathryn.

In my absence Anja Kutsch and Clare Caffery have carried the crèche tradition on by ensuring the children have a fun and positive time while their mothers and care givers are attending the Self Esteem group.

There are times when a mother and her child come just to be in the crèche, they join in with the themes that are happening at the time, this is a welcomed opportunity.

The Women Centre has a full case load of counselling clients, the majority are mothers who have a child under the age of 18 years, or are a child or adolescence themselves, this is the client population that fits the funding requirements and these are the clients that I see.

There is a high demand for free and low cost counselling and several potential clients are not accepted each week due to the full load. There is a student counsellor who is doing her placement at the centre who is able to pick up some of these clients. I supervise the student counsellors clinical work and write a report for the training institute she is studying with.

Should funding allow it I see great value in employing or contracting a second counsellor/social worker.

The Collective meets twice a month, Volunteers Training is once a month, Staff meetings and Board meetings are once a month and Volunteers Supervision is once a month, I attend these meetings and



supervise the volunteers every second month.

There have been several weekend workshops that I have facilitated through the year, including Healthy Relationship Building, looking at and working with co-dependency, Self Development using Psychodrama, this included three evenings leading up to the weekend, Healing Support for Women who have been sexually violated and Inner Child Work.

Anger as a Strength and Resilience are the two six week groups that I facilitate through out the year.

The Sunday group for women who have been sexually abused or raped continues to grow from strength to strength with the women getting support and recognition from each other. I continue to facilitate this.

My professional development this year includes, one on one supervision, peer supervision, peer network, four day training in Working with Traumatised Children, Maggie Kline. The Body Keeps the Score, somatic memory, Bassel Van De Kolt. Self Defence for Women, NZAC committee member, St John's First Aid up date,

Personal Development

A four week holiday to the UK, a family reunion in Christchurch, several plays at Circa, movies, the odd night at the Blue Grass Society, a concert, dancing, socialising, somatic healing, quality time with both immediate family and family of origin, listening to music and talks on a variety of topics, reading, watching doco's and dvd's and gardening, to name a few.

I've chosen to end my report with a quote from Celebrating the Crone

I originally found the term very unacceptable.

It meant all that I thought wrong with a woman.

I don't think I even identified that it was a woman of age but that it was a bad,unsuitable word used to put women down.

As I struggled with my inflexible self, I learned that many old women who discovered the strength that comes with knowing who they are were calling themselves crones.

They had freed themselves from being something for someone else; freed themselves to see one another just the way they were, not the way others might want them to be.

I learned they share feelings, fears, and insights, accept each other's changes, and encourage each other's growth.

They appreciate that "old" is not a bad word; that it is not a statement of decline but one of time.

-Vibrant Crone

“I am not free while any women is unfree, even when her shackles are very different from my own.” *Audre Lorde*



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 the volunteers over the last year:

Alison Newport compiles all of our resources, collecting and ordering pamphlets. Although no longer living in the Lower Hutt area she continues to work at the centre on a monthly basis.

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.

Anita Panis has been responsible for the kupu and whakatauki board in the kitchen.

Clare Caffery is a volunteer who is available in the background when needed for many practical jobs. For example, tiling in the crèche kitchen and tidying the shed. She assisted with tutoring and setup for the mosaic group until it ended mid-year.

Julie Smart is a member of the Collective, currently on leave studying towards a Bachelor of Counselling. She attends meetings when available.

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 when it's available 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 vouchers and inputs monthly bookkeeping data for the Centre donations. She is also a Collective member.

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

Naomi Millane works a regular shift and has been keeping the Information files up-to-date until recently. She has now begun duties in the library.

Pinkdeep Kour compiled the Centre's statistical information, but has now found paid employment away from the Wellington area.

Sherrie Pirimona works a regular shift on a Thursday and keeps the library book catalogue up-to-date. She also does a variety of other duties, including updating and generating computer documents as required.

The volunteers have ongoing training and supervision. Ally Andersun facilitates bi-monthly supervision for



the volunteers and they have bi-monthly peer supervision.

Volunteers' Training is monthly and basic topics covered were "Being a Volunteer" and "Listening Skills". We watched the following DVDs: "Had Enough: Drinking and Drug Taking", "Gayby Baby – Same Sex Families, told by the kids", "Girl Rising", "Nga Reo Ote Whenua – Voices of the Land", "Almost Myself: Reflections on Mending & Transcending Gender", "Who Am I?" (Spear) and "Suffragette". We also had a visit by Therese Grevatt from the Problem Gambling Foundation.

“It’s a place where I can be me. A feeling of acceptance when you walk in the door. It’s a beautiful feeling.” *Mary*





Collective Report

The Collective members have been Ally Andersun, Stephanie Brockman, Lynn Topley and Julie Smart (who attends when available while on study leave.) 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 song. 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: read correspondence, review and monitor the annual business plan, review evaluations of groups and workshops, maintain health and safety and risk register, plan workshops and groups, plan funding expenditure, read and review policies, ensure complaints procedure is followed, collect statistics, oversee crèche and supplies, organize building maintenance.

Collectively, we have enjoyed being part of the Te Ra o te Raukura Community Festival and we keep our First Aid Certificates current.

Lynn Topley. Collective Member





Treasurer's Report

The year has been a challenging one with the loss of the Te Awakairangi Health Network funding from the beginning of this financial year. The impact of this took effect from September 2016, with the closure of the Centre on Monday and Tuesdays, and shortened opening hours Wednesday, Thursday and Friday. It has also meant shortened hours for the Manager and Counsellor.

In this regard many thanks to Stephanie Brockman, Manager for her ongoing work in applying for funding for the Centre, the administration of the day to day management of the Centre's finances and the compiling of monthly reports for the Board of Trustees.

Also, our appreciation goes to Lynn Topley, who volunteers her time to do the weekly banking, and acknowledgement also to the women who continue to donate money to assist with the ongoing maintenance of the Women's Centre.

Thank you also to Board members how have approved the accounts and taken on legal responsibility of financial management for the Women's Centre.

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

Kathryn Bradbury Treasurer

The following Financial Statements follow the traditional method of accounting. The Charities Commission now requires us to complete financial statements in a new method. We have completed financial statements in both methods, both have been audited and the Charities Commission Financial Statement are available to accompany this report.

Lower Hutt Women's Centre Incorporated Financial Statements For the year Ended 30 June 2017

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Lower Hutt Women's Centre (Incorporated)
Statement of Financial Position
As at 30 June 2017

	<u>Notes</u>	2017	2016
		\$	\$
Accumulated Fund			
Opening Balance		<u>\$232,639.18</u>	<u>239,763.91</u>
Current Year Surplus/Deficit		(\$7,365.08)	166.39
		<u>\$232,565.22</u>	<u>239,930.30</u>
Represented by:			
Current Assets			
Westpac Running 00		\$18,408.45	9,546.76
Westpac Wages 03		\$32,495.67	14,918.58
Westpac Trust 00		\$3,300.24	1,724.94
TD Westpac 001	1	\$35,825.61	34,671.80
TD Harbour City			36,505.73
Harbour City On Call		\$35.80	35.80
Petty Cash		\$150.00	150.00
Debtors		\$2,492.58	5,494.24
GST Owed		70.65	
		<u>\$92,779.00</u>	<u>103,047.85</u>
Fixed assets per schedule	2 & 6	\$181,403.21	180,051.82
Total Assets		<u>\$274,182.21</u>	<u>283,099.67</u>
Less Current Liabilities:			
Grants Received in Advance	5	\$33,603.62	24,550.09
GST Owing			4,867.34
Accounts Payable		\$2,935.78	4,359.20
Holiday Pay Accrued		<u>\$5,077.59</u>	<u>9,392.74</u>
		\$41,616.99	43,169.37
Less Long Term Liabilities			
Total Liabilities		<u>\$41,616.99</u>	<u>43,169.37</u>
Net Assets		<u>\$232,565.22</u>	<u>239,930.30</u>

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 2017

	<u>Notes</u>	2017 \$	2016 \$
Income			
Government Grants	4	75,247.96	134,985.62
Private Grants	4	32,808.48	23,592.18
Donations		7,529.47	5,591.54
Membership Fees		1,143.31	1,416.54
Course Fees		5,130.31	5,753.72
Room Hire		2,492.20	2,418.70
Sundry		89.70	797.83
Counselling		2,184.34	2,479.10
Bequest		7,894.00	
Staff Outreach		480.00	
Total Income		<u>134,999.77</u>	<u>177,035.23</u>
Other Income			
Interest and Dividends		1,437.94	2,671.80
		<u>136,437.71</u>	<u>179,707.03</u>
Expenses			
Advertising		5,857.24	6,658.59
Auditor		488.75	425.00
Bank Charges		20.00	30.00
Board Expenses		766.82	822.25
Computer Costs	7	460.93	500.43
Computer Maintenance	8		134.78
Consumables		486.26	838.51
Course Costs		549.06	401.90
Creche Costs			190.43
Depreciation	2	7,193.91	7,081.91
Donation/Gifts/Koha			252.61
General Expenses		5,159.50	4,033.89
Insurance		6,095.61	5,843.19
Library		334.18	258.48
Low Value Asset		602.17	388.68
Mosaic			387.82
Newsletter		823.68	2,076.03
Photocopier		764.77	570.41
Power and Gas		3,205.73	3,038.16
Postage and Couriers		824.43	1,238.48
Rates		2,096.51	1,962.98
Repairs and Maintenance		264.96	423.87
Stationery		1,034.00	1,654.36
Subscription		134.78	685.64
Staff Wages/Paye/ACC/Kiwi Saver		94,780.03	125,214.37
Staff Supervision		\$1,584.92	1,213.58
Staff Training		\$2,711.08	2,452.82
Staff Travel		880.00	1,020.00
Telephone		1,825.48	1,963.02
Tutor Fees		3,692.78	6,075.95
Volunteer Expenses		1,165.21	1,702.50
Total Expenses		<u>143,802.79</u>	<u>179,540.64</u>
Surplus/(Deficit)		<u>-7,365.08</u>	<u>166.39</u>

The accompanying notes form part of these financial statements



Lower Hutt Women's Centre (Incorporated)
Statement of Cash Flow
For the year ended 30 June 2017
This Year

Cash Flows from Operating Activities*

Cash was received from:

Donations, fundraising and other similar receipts*	7,530
Fees, subscriptions and other receipts from members*	1,143
Receipts from providing goods or services*	138,382
Interest, dividends and other investment receipts*	1,438

Net GST	-
	148,493

Cash was applied to:

Payments to suppliers and employees*	147,286
Donations or grants paid*	

Net Cash Flows from Operating Activities* 1,207

Cash flows from Investing and Financing Activities*

Cash was received from:

Receipts from the sale of property, plant and equipment*	
Receipts from the sale of investments*	
Proceeds from loans borrowed from other parties*	
Capital contributed from owners or members*	

Cash was applied to:

Payments to acquire property, plant and equipment*	8,545
Payments to purchase investments*	
Repayments of loans borrowed from other parties*	
Capital repaid to owners or members*	

Net Cash Flows from Investing and Financing Activities* 8,545

Net Increase / (Decrease) in Cash* **(7,338)**

Opening Cash*	97,553
Closing Cash*	<u>90,215</u>

This is represented by:

Bank Accounts and Cash*	<u>90,215</u>
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Lower Hutt Women's Centre (Incorporated)
Notes to the Financial Statements
For the year ended 30 June 2017

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**

	2017	2016
	\$	\$
Grants in advance last year	24,550.09	31,967.15
Grants received this year		
Barnardos		3,000.00
Bequest Carol Baker	10,000.00	
COGS	12,000.00	10,000.00
Creative Communities	2,050.00	2,050.00
Four Winds	2,000.00	1,500.00
Hutt City Council		1,805.00
Hutt Mana Charitable Trust	2,000.00	
Hutt Valley District Health Board	20,000.00	
Infinity Foundation	3,873.64	5,400.70
John Ilott Charitable Trust		1,500.00
Lottery Community	30,000.00	20,000.00
Ministry of Social Development	25,814.75	25,814.75
Other Grants received (Donations)	2,753.00	
Pub Charity	5,548.80	
Sovereign Charitable Trust	6,981.24	
Te Awa Kairangi Health		65,930.90
TG Macarthy Trust	3,100.00	3,202.00
The Box Trust		6,000.00
The Warehouse		889.53
W & M Bear	1,379.72	1,500.00
	127,501.15	148,592.88
Grants held in advance this year	33,603.62	24,550.09
Donation expenditure	1,000.00	2,567.86
Government and Private Grants	117,447.62	153,442.08

5 **Grants received in advance**

	2017	2016
	\$	\$
Grants still held in advance		
Lottery Community	25,431.29	12,569.60
Winton and Margaret Bear	1,379.72	1,033.08
Private Donations	255.82	
John Ilott Charitable Trust		1,037.93
Creative communities	1,550.00	900.00
Capability Mentor MSD	953.08	1,248.08
The Box Trust	1,471.20	6,176.48
Barnardos	456.41	1,584.92
Bequest Carol Baker	2,106.00	
	33,603.52	24,550.09

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

Schedule of Fixed Assets as at 30 June, 2017

Item	Date of Purchase	Original Cost	Cum.Dep. to 30/6/16	Additions This Year	OC - NBV at 1/7/16	Depreciation this Year		Cum.Dep. to 30/6/17	N. B. V. at 30/6/17	
						Months	Rate (\$/L) \$			
Computer Equipment										
MYOB Software	Dec-04	248.89	248.89		0.00	0	33.0%	0.00	248.89	0.00
H.P. Printer	Jan-07	748.60	748.60		0.00	12	30.0%	0.00	748.60	0.00
Computer (Public Access)	Jun-07	1,216.01	1,216.01		0.00	12	40.0%	0.00	1,216.01	0.00
Scanners	Jun-08	957.00	957.00		0.00	12	40.0%	0.00	957.00	0.00
Computer Office	Sep-09	799.00	799.00		0.00	12	40.0%	0.00	799.00	0.00
Computer Lap Top	Jun-10	998.78	998.78		0.00	12	40.0%	0.00	998.78	0.00
Computer Office	Dec-11	1,172.96	1,172.96		0.00	12	40.0%	0.00	1,172.96	0.00
Touch Screen Free Access	Jun-13	1,520.87	1,520.87		0.00	12	40.0%	0.00	1,520.87	0.00
Kyocera F1320-D Printer	Feb-14	645.00	451.50		193.50	12	30.0%	193.50	645.00	0.00
Website	May-17			1,700.00		1	33.0%	46.75	46.75	1,653.25
Total		8,307.11	8,113.62	1,700.00	193.49			240.25	8,353.87	1,653.25
Office Equipment										
Office Desk	2000	266.00	266.00		0.00	0		0.00	266.00	0.00
Filing Cabinet	2002	310.15	310.15		0.00	0	24.0%	0.00	310.15	0.00
Filing Cabinet	Mar-05	236.00	236.00		0.00	0	24.0%	0.00	236.00	0.00
Sander	Apr-07	118.22	118.22		0.00	12	17.5%	0.00	118.22	0.00
Sandbox	May-11	504.34	269.20		235.14	12	10.5%	52.96	322.16	182.18
TV	Dec-11	598.27	598.27		0.00	12	30.0%	0.00	598.27	0.00
Projector	Jun-12	1,477.39	1,477.39		0.00	12	30.0%	0.00	1,477.39	0.00
Banners	Jun-15	1,565.00	234.75		1,330.25	12	15.0%	234.75	469.50	1,095.50
Photocopier	Apr-17			4,995.00		3	30.0%	374.63	374.63	4,620.37
Paper folder	Apr-17			1,199.00		3	30.0%	89.93	89.93	1,109.07
Total		5,075.37	3,509.98	6,194.00	1,565.39			752.26	4,262.25	7,007.12

LOWER HUTT WOMEN'S CENTRE

Schedule of Fixed Assets as at 30 June, 2017 (Continued)

Item	Date of Purchase	Original Cost	Cum.Dep. to 30/6/16	Additions This Year	OC - NBV at 1/7/16	Depreciation this Year		Cum.Dep. to 30/6/17	N. B. V. at 30/6/17	
						Months	Rate (\$/L) \$			
Furniture & Fittings										
Carpet	2000	1,724.44	1,724.44		0.00	0		0.00	1,724.44	0.00
Summer House (Kitset)	Dec-02	1,551.11	1,551.11		0.00	12	12.0%	0.00	1,551.11	0.00
Folding Tables (2)	Aug-03	235.00	235.00		0.00	12	25.0%	0.00	235.00	0.00
Stove	Dec-06	711.12	711.12		0.00	12	17.5%	0.00	711.12	0.00
Light Fitting	May-07	155.56	155.56		0.00	12	13.5%	0.00	155.56	0.00
Gas Heater Rinai	Jun-07	1,151.11	1,151.11		0.00	12	17.5%	0.00	1,151.11	0.00
Carpet/Vinyl Creche	May 08	3,566.23	3,566.23		0.00	12	24.0%	0.00	3,566.23	0.00
Heat pump Creche	Jul-08	2,868.15	2,868.15		0.00	12	67%	0.00	2,868.15	0.00
Tables and Chairs Creche	Sep-08	588.00	588.00		0.00	12	13.5%	0.00	588.00	0.00
Door Meeting Room	Sep-08	1,771.81	1,426.30		345.51	12	10.5%	186.04	1,612.34	159.47
Vinyl in back toilet and carpet hallway	Mar-09	1,600.00	1,600.00		0.00	12	30.0%	0.00	1,600.00	0.00
Heat pump hallway	Apr-09	3,660.65	3,660.65		0.00	12	67.0%	0.00	3,660.65	0.00
Bookshelf Creche	Sep-09	661.30	433.98		227.32	12	10.5%	69.44	503.41	157.89
Blinds Creche	Sep-10	1,131.26	1,088.84		42.42	12	17.5%	42.42	1,131.26	0.00
Counselling room furniture	Feb-12	1,353.04	791.53		561.51	12	13.5%	182.66	974.19	378.85
Meeting room mattresses	Dec-11	\$1,040.00	631.80		408.20	12	13.5%	140.40	772.20	267.80
Light Fitting	Jun-12	526.63	284.38		242.25	12	13.5%	71.10	355.48	171.15
Brochure Holders	Sep-15	1,830.85	144.18		1,686.67	12	10.5%	192.24	336.42	1,494.43
Zip	Jan-16	1,586.00	115.64		1,470.36	12	17.5%	277.55	393.19	1,192.81
Dyson Fan	Dec-16			651.3		6	17.5%	56.99	56.99	594.31
Total		27,712.26	22,728.01	651.30	4,984.25			1,218.83	23,946.85	4,416.71
Buildings										
House	Jan-06	170,000.00	36,550.00		133,450.00	12	2.0%	3,400.00	39,950.00	130,050.00
Creche	Mar-08	48,545.68	12,136.42		36,409.26	12	3.0%	1,456.37	13,592.79	34,952.89
Creche Renovations	Jun-10	4,206.59	\$757.19		3,449.40	12	3.0%	126.20	883.38	3,323.21
Total		222,752.27	49,443.61		173,308.66			4,982.57	54,426.18	168,326.09
GRAND TOTAL FIXED ASSETS		263,847.01	83,795.23	8,545.30	180,051.78			7,193.90	90,989.14	181,403.21



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 2017. 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 2017 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 2017 and the results of its operations for the year ended on that date.

My audit was completed 12 September 2017 and my unqualified opinion is expressed as at that date.

Carol G Lightfoot CA
41B Tangare Dr
Porirua



Personal Visits July 2016-June 2017 Summary															
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16 Jul-Dec	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17 Jan-Jun	This Year	Previous Years Total	
Services	22	8	0	0	0	0	30	34	40	28	35	26	164	194	386
Support/Enquiries	61	69	62	71	31	62	356	42	36	33	31	26	180	536	646
Workshops	217	316	194	244	193	63	1227	142	174	105	234	198	868	2095	2221
Volunteers	22	24	0	40	28	17	131	4	30	25	41	39	162	293	411
Other	7	7	2	1	0	0	17	0	0	0	10	4	17	34	20
Computer Lessons	18	19	16	19	19	2	93	2	19	19	16	15	82	175	244
Free Use Computer	18	17	21	18	14	4	92	3	14	21	7	18	74	166	279
Counselling Room	4	5	2	5	8	7	31	18	26	40	38	35	196	227	77
Counselling Women's Centre	33	37	31	19	41	37	198	9	31	34	37	43	191	389	544
Student Counsellor Hours	16	19	19	12	16	0	82	0	0	3	9	21	48	130	87
Supervision	3	1	1	1	1	0	7	0	1	2	2	2	7	14	11
Creche	8	15	3	6	6	8	46	0	4	19	16	18	75	121	207
Total	429	537	351	436	357	200	2310	64	345	410	316	445	2064	4374	5133

Phone Calls July 2016-June 2017 Summary															
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16 Jul-Dec	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17 Jan-Jun	This Year	Previous Years Total	
Services	1	2	0	0	1	1	5	6	0	0	1	22	35	40	64
Support/Enquires	14	19	0	65	41	32	171	5	43	25	26	10	154	325	509
Information on Wmm's Centre	36	7	0	18	12	4	69	3	21	27	43	29	144	213	246
Total	51	28	0	83	54	37	245	14	70	52	70	61	333	578	819