

Violence Free
Network



ANNUAL REPORT
2015-2016

Violence Free Network Wairarapa

Annual Report For the Year Ended 30th June 2016

Contents

Page

FVN Coordinator report.....	3
Entity information.....	4
Statement of Service Performance.....	6
Financial Statements.....	7
Independent Audit Report.....	16

FVN COORDINATORS REPORT

Stopping Violence Services Wairarapa is the fund holder for the Violence Free Network Wairarapa; an 'umbrella' organisation for a group of agencies whose purpose is to prevent violence within Wairarapa families/whānau and community through collaborative initiatives in prevention, intervention, networking and training.

The governance of the Family Violence Network disbanded in May of 2016, with the Stopping Violence Services Wairarapa governance group now providing governance for the Network. The Family Violence Intervention Group has been restructured, and morphed into the Family Violence Inter Agency Response System.

Prevention – Objective 1:

The Network's activities continue to have a high profile in the community, with 'Bully Free Me' & 'White Ribbon'. Other community initiatives continue to be supported through attendance at events, advertising, sponsorship and event organisation/coordination. In total, 89 activities were undertaken this year.

Intervention - Objective 2:

The Network Coordinator continues to have a role at the Family Violence Inter Agency Response System meetings. Reported numbers have remained comparable to 2015 with 954 incidents (1/4-31/3/16).

Networking - Objective 3:

The Network continues to provide a central point not only for family violence prevention work but also for the wider community to utilise in terms of information and contacts. The newly structured Combined Community Network Forum meetings are held bi-monthly and managed by the FVN coordinator; the inaugural meeting had a good attendance, and agencies continue to find the newsletter useful and want it to continue. The coordinator role in wider community groups/networks ensures that reducing violence remains a focus, and strengthens collaboration for initiatives, events, funding, etc.

Focus for next year:

- To maintain funding for the Network through continued advocacy by the SVSW Governance Group and Management to enable the Network to continue.
- To maintain a key role in FVIARS and develop the VFN FVIARS database.
- To keep a community minded approach to family violence, with collaboration and networking with other agencies.

Lastly, thank you to the Governance Group members - Jeremy Logan, Denise Allen, Tere Lenihan, Maggie Pryce and Corrinne Oliver – who gave of their time, guidance and support to the Network over their involvement. I look forward to working on the achievements made by Gerry in her time at VFN as coordinator, and developing my strengths in this role within the Family Violence sector for 2017.

Karlene Rhind
Network Coordinator

Violence Free Network Wairarapa Entity Information For the year ended 30 June 2016

Legal name of entity

Violence Free Network Wairarapa

Type of entity and legal basis

Non-profit organisation incorporated under the Incorporated Societies Act 1908.

Registered as a Charity (registration number CC22790) under the Charities Act 2005

Entity's purpose or mission statement

To promote safe & respectful relationships.

Entity structure & governance

VFNW is governed by a board of seven members. Only four have voting rights.

On the governance board:

Chairperson	Denise Allen
Treasurer	Murray Henderson
Secretary (no voting)	Liat Gush
Governance board member	Tere Lennihan
Governance board member	Dianne Caldwell
Manager/Employee (no voting)	Jeremy Logan
Staff representative (no voting)	Kay Wilton

Main sources of cash & resources

The organisation receives cash or resources from:

* Government grants

Main methods used by the entity to raise funds

The organisation may from time to time apply for grants from various organisations, to assist fund specific projects in the community.

The entity's reliance on volunteers and donated goods or services

The governance board members are all volunteers.

The organisation does not receive donated goods and generally does not engage any other volunteers apart from those giving their time to help with the White Ribbon campaign.



**Violence Free Network Wairarapa
Entity Information
For the year ended 30 June 2016**

Additional information

Independent Auditor Moore Stephens Wairarapa Audit
Masterton

Banker Westpac
Masterton

Contact information

Registered Office 31 Chapel St, Masterton

Postal Address PO Box 883, Masterton 5840

Website www.vfnw.org.nz

Facebook www.facebook.com/Violence-Free-Network-Wairarapa

Phone 06 - 777 9118



Violence Free Network Wairarapa Statement of Service Performance For the year ended 30 June 2016

Description of the entity's outcomes

Stopping Violence Services Wairarapa is the fund holder for the Violence Free Network Wairarapa; an 'umbrella' organisation for a group of agencies whose purpose is to prevent violence within Wairarapa families/whanau and community through collaborative initiatives in prevention, intervention, networking and training.

Description and quantification of the entity's outputs	2016
Quantity: Number of agencies worked with:	69
Quantity: Number of collaborative meetings held:	7
Quantity: Number of training/good practice sessions provided:	35
Quality: percentage of agencies who expressed that they were satisfied with the service/content and delivery of collaborative initiatives & training	85%

Additional output measures/additional information

Network Coordination activities:

The Network continues to be the lead provider of violence and family violence prevention in the Wairarapa with over 65 activities carried out since July 2015 including the organisation of events, production of resources, publication of newspaper articles and advertising, broadcast of radio interviews and advertisements, speakers, and training sessions.

The White Ribbon event continues to be the major awareness rising initiative, and other major events included National Children's Day, National Whanau Day and Pink Shirt Day.

In relation to intervention activities, the Network Coordinator attends weekly inter agency meetings to collate family violence related information and liaise with referral agencies.

Bully Free project:

The funding for this project was discontinued this year, with the remaining \$30,000 in income received in advance to be spent over the next 12-18 months.

Initiatives carried out under this project this year included: production of resources, hosting of information evenings at schools, publication of newspaper articles and advertising, broadcasting of radio interviews and advertisements, and participation in local events like Children's Day and Pink Shirt Day.



**Violence Free Network Wairarapa
Statement of Financial Performance
For the year ended 30 June 2016**

	Note	2016	2015
Revenue			
Donations, fundraising and other similar revenue	1	60	3,298
Revenue from providing services	1	149,013	160,000
Interest, dividends and other investment revenue		2,933	4,907
Other revenue	1	6,123	-
Total Revenue		158,129	168,205
Expenses			
Employee related costs	2	81,011	88,326
Costs related to providing services	2	65,682	65,842
Grants and donations made		-	-
Other expenses	2	2,115	15,609
Total Expenses		148,808	169,776
Surplus/(Deficit) for the year		9,321	(1,571)

The accompanying notes form part of this performance report



**Violence Free Network Wairarapa
Statement of Financial Position
As at 30 June 2016**

	Note	2016	2015
Assets			
Current Assets			
Bank accounts and cash	3	105,008	207,676
Debtors and accrued income		1,598	1,873
Total Current Assets		106,606	209,549
Non-Current Assets			
Property, plant and equipment	5	3,409	3,926
Total Non-Current Assets		3,409	3,926
Total Assets		110,015	213,476
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	248	31,636
Employee costs payable		-	-
Unused donations: Bully Free Me income in advance		31,007	100,020
Other current liabilities	4	(1,450)	10,930
Total Current Liabilities		29,805	142,586
Total Liabilities		29,805	142,586
Total Assets less Total Liabilities (Net Assets)		80,210	70,889
Accumulated Funds			
Accumulated surpluses or (deficits)	6	80,210	70,889
Total Accumulated Funds		80,210	70,889

For and on behalf of the trustees:

Denise Hall 3/10/16
Chairperson

[Signature]
Treasurer

3/10/16.
Date authorised for issue



**Violence Free Nework Wairarapa
Statement of Cash Flows
For the year ended 30 June 2016**

	Note	2016	2015
Cash flows from operating activities			
Cash was received from:			
Donations, fundraising and other similar receipts		60	3,298
Fees, subscriptions and other receipts from members		-	
Receipts from providing goods or services		86,123	160,000
Interest, dividends and other investment receipts		3,208	3,034
Net GST		(14,065)	8,743
Cash was applied to:			
Payments to suppliers and employees		(176,396)	(144,110)
Donations or grants paid		-	
Net cash flows from operating activities		(101,070)	30,966
Cash flows from investing & financing activities			
Cash was received from:			
Receipts from the sale of property, plant and equipment		80	
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		(1,678)	(520)
Payments to purchase investments			
Repayments of loans borrowed from other parties			
Capital repaid to owners or members			
Net cash flows from investing & financing activities		(1,598)	(520)
Net increase/(decrease) in cash		(102,668)	30,445
Opening bank accounts and cash		207,676	177,231
Closing bank accounts and cash		105,008	207,676
This is represented by:			
Bank accounts & Cash	3	105,008	207,676

Violence Free Network Wairarapa Statement of Accounting Policies For the year ended 30 June 2016

Basis of preparation

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

GST

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

Specific Accounting Policies

Income Tax

VFNW is a registered charitable entity under the Charities Act 2005, and accordingly is exempt from income tax under sections CW41 and CW42 of the Income Tax Act 2007.

Bank accounts & Cash

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

Revenue from sale of services

Revenue is recorded based on the stage of completion of the service at balance date. Grants are recorded as revenue as received unless there is an explicit "use or return" condition attaching to the grant, in which case the amounts relating to unspent grants is recognised as a liability and released to income as the grant is spent.

Investments

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

Fixed Assets

All fixed assets are recorded at cost less accumulated depreciation. Depreciation of assets has been calculated at the maximum rates permitted by Income Tax Act 2007.

Accounts Receivable

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

Audit

These financial statements have been subject to audit, please refer to Auditor's Report.

Contingent Liabilities

At balance date there were no contingent liabilities. (2015: Non)

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used throughout the period (Last year - Nil)



**Violence Free Nework Wairarapa
Notes to the Performance Report
For the year ended 30 June 2016**

Note 1: Analysis of Revenue

Revenue Item	Analysis	2016	2015
Donations, fundraising and other similar revenue			
	White Ribbon Donations	60	151
	Lottery Grant	-	3,148
	Total	60	3,298
Revenue from providing services			
	MSD - Collaboration contract	80,000	80,000
	MSD - Bully Free Contract	69,013	80,000
	Total	149,013	160,000
Other revenue			
	Providing ACC Mates & Dates	5,617	-
	Other revenue	506	-
	Total	6,123	-

Note 2: Analysis of Expenses

Expense Item	Analysis	2016	2015
Employee related costs			
	Collaboration Coordinator	41,829	47,112
	Bully Free Coordinator	37,460	36,350
	ACC	654	609
	Training/travel	1,069	4,256
	Total	81,011	88,326
Costs associated with providing services			
	Coordination activities	34,128	24,594
	Bully Free project	31,554	41,248
	Total	65,682	65,842
Other expenses			
	Lead agency fee	-	11,800
	Leave liability	-	2,315
	Depreciation	2,115	1,485
	Total	2,115	15,601



**Violence Free Nework Wairarapa
Notes to the Performance Report
For the year ended 30 June 2016**

Note 3: Analysis of Assets

Asset Item	Analysis	2016	2015
Bank accounts and cash			
	Bank account cheque	48,509	153,518
	Term Deposit	56,499	54,158
	Total	105,008	207,676

Note 4: Analysis of Liabilities

Liabilities Item	Analysis	2016	2015
Creditors and accrued expenses			
	Accounts payable: Lead agency fees	-	21,600
	Other accounts payable	248	10,036
	Total	248	31,636
Other current liabilities			
	Annual leave accrual	2,832	5,241
	GST payable / (receivable)	(4,282)	5,689
	Total	(1,450)	10,930



Violence Free Nework Wairarapa
Notes to the Performance Report
For the year ended 30 June 2016

Note 5: Property Plant & Equipment
This Year

Asset Class	Opening carrying amount	Purchases	Sales/ (Disposals)	Current year depreciation	Closing carrying amount
Furniture, fixtures, & office equipment	2,622	540	-	802	2,360
Computers	1,304	1,150	(92)	1,313	1,049
Total	3,926	1,690	(92)	2,115	3,409

Last Year

Asset Class	Opening carrying amount	Purchases	Sales/ (Disposals)	Current year depreciation	Closing carrying amount
Furniture, fixtures, & office equipment	2,914	-	-	291	2,622
Computers	1,978	520	-	1,194	1,304
Total	4,892	520	-	1,485	3,926



**Violence Free Nework Wairarapa
Notes to the Performance Report
For the year ended 30 June 2016**

**Note 6: Changes in Accumulated Funds
This Year**

Description	Accumulated Surpluses or (Deficits)	Reserves	Total
Opening Balance	70,889		70,889
Surplus/(Deficit)	9,321		9,321
Transfer to Reserves			-
Transfer from Reserves			-
Closing Balance	80,210	-	80,210

Last Year

Description	Accumulated Surpluses or (Deficits)	Reserves	Total
Opening Balance	72,460		72,460
Surplus/(Deficit)	(1,571)		(1,571)
Transfer to Reserves			-
Transfer from Reserves			-
Closing Balance	70,889	-	70,889



Violence Free Network Wairarapa Notes to the Performance Report For the year ended 30 June 2016

Note 7: Commitments

At balance date there were no commitments. (Last year: Nil)

Note 8: Contingent Liabilities

At balance date there were no known contingent liabilities (Last year: Nil)

Note 9: Related Party transactions

There were no related party transactions during the year. (2015: Nil)

Note 10: Events after balance date

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

Note 11: Effect of first time adoption of PBE standard on accounting policies and disclosure

This is the first performance report of the organisation that is presented in accordance with PBE standards.

The organisation has previously reported in accordance with New Zealand Financial Reporting Standards ("NZFRS"). This performance report has been restated to reflect PBE SRF-A (NFP).

All adjustments were reclassifications within the current and comparative year.

Note 12: Going Concern

From 1/7/16 VFN's operations will be absorbed into and managed by SVSW.

SVSW has always been the Te-Rito fund holder for the Network and the decision to consolidate the two operations was agreed upon by the Governance Group as a way of increasing efficiency in managing the contract with MSD.

This change will not affect the operation of the Network in any way. A separate budget for the Network will be maintained.



Independent auditor's report

To the Members of Violence Free Network Wairarapa

We have audited the accompanying performance report of Violence Free Network Wairarapa on pages 2 to 13 which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2016, the statement of financial position as at 30 June 2016, and the statement of accounting policies and other explanatory information.

The responsibility of the Governance Group for the performance report

The Governance Group is responsible on behalf of the entity for:

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

Auditor's responsibility

Our responsibility is to express an opinion on the performance report based on our audit. We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance report, including performing procedures to obtain evidence about and evaluating whether the reported outcomes and outputs and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the performance report, 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 performance report 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 made by management, as well as evaluating the overall presentation of the performance report.

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

Other than in our capacity as auditor we have no relationship with, or interests in, Violence Free Network Wairarapa.

Opinion

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable
- b) the performance report on pages 2 to 13 presents fairly, in all material respects:
 - the entity information for the year then ended
 - the service performance for the year then ended; and
 - the financial position of Violence Free Network Wairarapa as at 30 June 2016, and its financial performance, and cash flows for the year then ended in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit).

Moore Stephens Wairarapa Audit

Moore Stephens Wairarapa Audit | Chartered Accountants, Masterton, New Zealand
4 October 2016