



# Christchurch Women's Refuge

## Annual Report:

**1 July 2008 – 30 June 2009**

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# Christchurch Women's Refuge

## Minutes of the Annual General Meeting held 4 December 2008 at 111-115 Cashel Street.

Meeting opened at 5.15pm.

**Present:** Colleen Costello, Sarina Dickson, Chris Royal, Narelle Pholi, Vicki Humphreys, Lyn Boyd, Celine Donovan, Heather Smith, Raijeli Nicole, Annette Gillespie, Marg McKenzie, Derek Dean, Abbie Stephens, Trudie Hakin, Jen Taft, Madeline Hawkesby-Browne, Paula Thomson, Krysta Callander, Monique Taito Tusa, Tess Corbett

**Apologies:** Polly Leeming, Rosalie Dean, Kristina Godfrey, Marie-Claude Lambert, Che McGarvey-Gill, Natasha Pearce

Chair: Annette Gillespie.      Scribe: Marg McKenzie.      Quorum established.

The minutes of the last meeting 16 December 2007 were read.

Abbie Stephens moved that these be accepted as a true and accurate record.      Seconded Vicki Humphries.

There were no matters arising from the minutes.

### **Reports presented:**

Chairperson's report presented by Annette Gillespie.      Moved for acceptance by Colleen Costello.      Seconded by Chris Royal.      Passed.

Manager's report presented Annette Gillespie.      Moved for acceptance by Madeline Hawkesby-Browne.      Seconded by Sarina Dickson.      Passed.

Financial report presented by Annette Gillespie.      Proposed that the inclusion of the Christchurch City Council, Lotteries Commission, COGS etc to be added to the financial report for funding purposes and recognition of funders.      Moved for acceptance by Annette Gillespie.      Seconded by Raijeli Nicole.      Passed.

Membership fees set at \$2.      Chris Royal moved.      Seconded by Colleen Costello.

Abbie Stephens moved that Markhams be reappointed as auditors.      Seconded by Lyn Boyd.

### **Election of Officers:**

Nominations called for Chairperson.

Annette Gillespie nominated Polly Leeming.      Seconded by Abbie Stephens.      Passed.

Nominations called for Secretary.

Sarina Dickson nominated Marg McKenzie.      Seconded by Chris Royal.      Passed.

Nominations called for Treasurer.

Annette Gillespie nominated Susan McNamara.      Seconded by Marg McKenzie.      Passed.

There being no further business the meeting closed at 6.00 p.m.

These minutes are a true and accurate record.

Signed:..... Date:.....

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# Christchurch Women's Refuge

## Chair's Report

It was with some pride that during this last financial year Christchurch Women's Refuge celebrated its 35-year history of providing safety and support to the women and children of Canterbury who have experienced family violence.

The passing of this anniversary presented us with a time to reflect on and celebrate achievements, and the opportunity to consider and plan for the creation of a violence-free future for New Zealand. It was also a time to welcome the first Patron of Christchurch Women's Refuge, Mayoress Joanna Nicholls-Parker. We thank Mayoress Nicholls-Parker for her generous offer to be the inaugural Patron of our agency and for the contribution she has already made to our work.

During this time we looked back on the pivotal role of Christchurch Women's Refuge as New Zealand's first Refuge and the contribution that Women's Refuges have made to the lives of thousands of our countries most vulnerable women and children. We also recounted the efforts that Women's Refuge has made in helping others develop a better understanding of the prevalence of family violence and its wide ranging effects throughout our communities.

During the past 35 years, Christchurch Women's Refuge has focused on long-term sustainable social change strategies that are creating a safer, healthier future for all Canterbury families by increasing public awareness; developing strategic alliances that promote a collaborative service response; contributing to legislative changes; and leading community development strategies that promote a 'whole of community' solution. The work undertaken and accomplished throughout the last 35 years has cemented our position as Canterbury's most trusted family violence service provider.

Although significant progress has been made, family violence continues to be New Zealand's largest social problem. One woman or child dies every 12 days in New Zealand from family violence; one child is hospitalised every five days; one in three New Zealand women will experience a serious sexual or physical assault in their life time and 90% of all sexual abuse occurs in the context of the family environment. New Zealand has the fourth highest incidence of child abuse in the developed world and our country's response to family violence was criticised by an international independent research institute for not meeting United Nations' obligations to protect its most vulnerable citizens - women and children.

Canterbury communities are far from immune to the destructive effects of family violence. Christchurch Women's Refuge provides telephone support for more than 500 women and their children each month following police attendance at an incidence of family violence. There are more than 3,000 calls each year to the Christchurch Women's Refuge crisis/support phone line; approximately 155 women and children seek safety in the Christchurch Women's Refuge Safe House each year and over 835 women and their children receive individual or group community services that support families to live free from fear and abuse.

Despite these appalling statistics, Christchurch Women's Refuge is confident that with courageous vision there is a solution that will reduce the incidence of family violence in our community. At the agency's 35<sup>th</sup> anniversary event, celebrated in 2008, plans were unveiled for a National Centre for the Prevention of Family Violence. This Centre represents Christchurch Women's Refuge's vision and goals of a community led 'whole of family/whanau' approach that is evidence-based and outcomes focussed. An independent feasibility study published in April 2008 revealed strong community support for such an integrated approach to family violence prevention.

# Christchurch Women's Refuge

Although we remain fully committed in our purpose, several factors have impacted our current services and prompted a strategic examination of Refuge operations. The success of the 'Its Not Ok' campaign has increased awareness of and reduced tolerance to family violence. This campaign has been reinforced by media coverage of several high profile domestic violence cases, and together this has led to an increased demand for our services.

Government has also clearly signalled its expectation that social service agencies should proactively form partnerships to better address social issues. For many years Christchurch Women's Refuge has maintained a strong commitment to collaboration, particularly in complex cases where families have multiple needs. However, increased partnership is inevitably accompanied by increased demands on existing staff resources.

Our strategic planning processes in the reporting period had highlighted the need to better service our Safe House by increasing staff support to clients after hours, a step that further enhanced the safety of our clients and the integrity of our service.

However, it has been unfortunate and undeniable that increases in demand and the necessity for additional resourcing have been accompanied by a dramatic reduction in community resources. The global recession has had a significant impact on support available to our refuge services, while also increasing stresses on families at risk. The frequency and seriousness of family violence incidences inevitably increase during times of economic hardship and more people require the support and expertise that Christchurch Women's Refuge provides. These factors combined have placed tremendous pressure on our services. I commend the staff and volunteers (past and present) of Christchurch Women's Refuge for their commitment and professionalism throughout these tough times.

On behalf of the Governance Board I wish to thank all those supporters who have continued to donate to us during the recession and make special mention of the following:

Canterbury Community Trust	Caversham Foundation
Christchurch Casino Charitable Trust	Christchurch City Council
First Sovereign	J and M Ferrier Charitable Trust
Lottery Grants Board	New Zealand Community Trust
New Zealand Post	Pub Charity
The Dove Charitable Trust	The Eureka Trust
The John Illott Charitable Trust	The Jones Foundation
The Lion Foundation	The Mainland Foundation
The Maurice Carter Charitable Trust	The Perry Foundation
The Southern Trust	The Trusts Charitable Trust
The Twigger Women's Refuge Endowment Fund	

The work of Christchurch Women's Refuge does not occur in isolation and we also thank our community partners, Christchurch City Council, The Canterbury Community Trust, Canterbury Police, Child Youth and Family, Ministry of Justice and the Ministry of Social Development and the many non-government organisations and agencies that assist us to provide safety and support for families in Canterbury. Additionally, the Governance Board wishes to thank the Management and staff at Christchurch Women's Refuge for their continued leadership, commitment to the vision and hard work. A special acknowledgement is given to those people (staff and volunteers) who have generously gifted their time throughout the year.

# Christchurch Women's Refuge

Thirty five years ago Christchurch Women's Refuge was the only provider of family violence services in Christchurch. It was difficult, unrecognised and unpopular work. But our unwavering belief in the right of all women and children to live free from violence and abuse has paved the way for other family violence prevention services to emerge.

Christchurch Women's Refuge is today a respected social agency and is highly regarded as an essential service in our community; we continue to be the most recognised and trusted family violence support service in Canterbury. Reflecting upon the journey over the past thirty five years, we are confident that we have laid a strong foundation for our community to develop integrated family violence prevention strategies that increase the safety of women, children and families in Canterbury.

There is an enormous task ahead if we are to meet our vision of a violence-free Canterbury. It is a task that we are not able – nor do we want– to undertake on our own. We invite you to join us as we embark on the next phase of this journey – a National Centre for the Prevention of Family Violence.

Pauline Leeming  
Chair  
Christchurch Women's Refuge

# Christchurch Women's Refuge

## Manager's Report

Christchurch Women's Refuge is the largest Women's Refuge in New Zealand, providing services to thousands of Canterbury families each year. It is a position that we are proud of and one that has been earned through many years of perseverance, dedication and innovation.

As a continuous improvement agency, we consistently evaluate, review and evolve our services. During the past year two significant changes were made to our services as a result of feedback from the Canterbury community. The first was the addition of a 0800 1 REFUGE phone line, so that women could contact our services from anywhere in New Zealand, free of charge. The second was the staffing of our residential Safe House overnight and during the weekends, providing women and children staying there access to the support they require when it is needed. The Safe House now also offers an even safer environment, as we are better able to monitor the wellbeing of families during their stay.

Services to families continued to increase with 3,040 people contacting our crisis/support phone line, approximately 70 families accessing our Safe House and over 250 families receiving community support. The most noticeable increase in service was our group education programmes, where 110 women and children attended 10-week programmes designed to facilitate their ability to live their lives free from violence and abuse. Additionally, 1,600 women received telephone support following an incident of family violence attended by police.

During the past year Christchurch Women's Refuge focussed on three geographical areas for development and increased levels of support – the suburb of Aranui in Christchurch and the two rural communities of Selwyn District and North Canterbury (including Waimakariri and Hurunui districts). These rural areas were targeted because of the isolation that families affected by family violence experience and the continued need for development of local services that are responsive to the issue of family violence. The Aranui community has a strong community hub and it was felt that this presented a supportive contact point for families in the area. I would like to express a special thank you to North Canterbury Police, the Community Development team at Waimakariri District Council and Heartlands for working with us to bring Refuge services to their communities.

Working with other service agencies to provide the best possible services for families and to ensure the safety of children and young people continues to be our focus. The New Zealand Police, Child, Youth and Family, Work and Income, family and community services and many community services have worked extremely hard throughout the year to meet with us regularly and discuss best practice options so that the safety of families concerned is enhanced.

An essential role of Christchurch Women's Refuge is to create social change by raising awareness of the prevalence of family violence and its damaging effects on our communities. An important component of this work is our ongoing representation on a range of networks including: Christchurch City Council Crime Prevention Committee; Waimakariri District Safer Community Council; Social Services Providers' Association; Canterbury Abuse Intervention Project; Canterbury Solutions to Sexual Abuse Network; Child Protection Policy Group; Domestic Violence Act Providers Group; and Canterbury branch of the Fundraising Institute of New Zealand. This work is time intensive and requires a commitment well beyond that provided by any contractual resourcing agreement.

It is also vital that as an agency for social change we provide a voice for our clients on wider issues that may affect them. During the period of this report Christchurch Women's Refuge continued to have a high political

# Christchurch Women's Refuge

profile, making submissions to the Christchurch City Council rent review committee and the parliamentary select committee for the review of the Domestic Violence Act. In addition, the agency's media profile remained high with Christchurch Women's Refuge featured in North & South Magazine (a national publication), Avenues magazine, numerous newspaper articles and quarterly newsletters. We further increased our community visibility with an improved website design and a citywide 'bus back' advertising campaign.

The agency also continued to grow its presence in the business community with the development of an 'Employers' Workplace Toolkit', designed to increase support to both employees and employers when family violence affects those in the workplace. The local business community acknowledged the importance of family violence as an issue that must be addressed by once again nominating Christchurch Women's Refuge as a finalist in the medium/large charity section of the Champion Canterbury Awards, run by the Canterbury Chamber of Commerce.

The administrative systems of Christchurch Women's Refuge continued to improve throughout the period of this report with a complete review of the KOPPS document (Key Operational Processes, Procedures and Systems), revised Code of Conduct and delegations documents and the implementation of electronic banking and online payments. External service audits resulted in no recommendations for changes to our processes or procedures.

Christchurch Women's Refuge recognises the need for family violence services to be integrated, collaborative, forward-thinking and well-resourced. There is also a commitment to a 'whole of community and family/whanau' approach that is focussed on prevention. The membership fully envisages the development of a National Centre for the Prevention of Family Violence as the best way to achieve this comprehensive service for the future and the agency's strategic planning process has reinforced this vision and direction. While crisis-management is a necessary response to families who are unsafe and early-intervention is important to disrupt the cycle of violence, the only real solution to creating a 'safe family' culture in New Zealand is to invest in long-term apolitical prevention strategies that will stop family violence from occurring in the future.

Finally, I would like to express my appreciation to the members of the Governance Board for their leadership and professionalism; to the staff at Christchurch Women's Refuge for their commitment and dedication to the safety of women and children; to those people who have volunteered their time to assist our work; and to the community for their continued generosity towards us.

Annette Gillespie  
Manager  
Christchurch Women's Refuge

# Christchurch Women's Refuge

## Statistics 1/7/2008 - 30/6/2009

### Summary of Key Statistics:

Total Community Clients:	<b>850</b> (Christchurch and North Canterbury)
Safe House Residents:	<b>153</b> new clients
Bed-nights:	<b>2,712</b>
Average Stay at Safe House:	<b>17.73</b> nights per person
Calls to Crisis Line:	<b>3,040</b>
POL400s Received:	<b>2,254</b>

### Residential Services (Safe House)

New Women Clients Admitted	68
New Child Clients Admitted	85
<b>TOTAL NEW CLIENTS</b>	<b>153</b>

<b>TOTAL BEDNIGHTS</b>	<b>2,712</b>
Average Stay	17.73

<b>TOTAL NO: 1 TO 1 CONTACT HOURS</b>	<b>940.67</b>
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### Client Referral Source

Counselling Service (Health)	3
CYF (Legal)	11
Doctor (Health)	6
Hospital (Health)	6
Iwi Social Services Referral	2
Other Social Service (Community)	3
Police/Not POL 400 (Legal)	37
Police/POL 400 (Legal)	8
Referred from another contract (Refuge)	7
Referred from NCIWR affiliate (Refuge)	1
Self Referral	55
Victim Support Referral	3
Whanau/Friend (Other)	7
WINZ (Financial)	4
<b>TOTAL Referrals</b>	<b>153</b>

### Community Services - Christchurch Area

Existing Clients	570
New Women Clients	168
New Child Clients	250
<b>TOTAL NEW CLIENTS</b>	<b>418</b>

<b>TOTAL NO: 1 TO 1 CONTACT HOURS</b>	<b>1,443.78</b>
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# Christchurch Women's Refuge

## Client Referral Source

Barnardos (Community)	2
Community Health Service (Health)	1
Counselling Service (Health)	3
Courts (Legal)	4
CYF (Legal)	16
Family Safety Team	2
Hospital (Health)	8
Other Referral Source	3
Other Social Service (Community)	2
Police/Not POL 400 (Legal)	25
Police/POL 400 (Legal)	162
Referred from another contract (Refuge)	9
Self Referral	166
Victim Support Referral	2
Whanau/Friend (Other)	12
Workplace/Employer Referral	1
<b>TOTAL Referrals</b>	<b>418</b>

## Community Services - North Canterbury

Existing Clients	280
New Women Clients	70
New Child Clients	132
<b>TOTAL NEW CLIENTS</b>	<b>202</b>

<b>TOTAL NO: 1 TO 1 CONTACT HOURS</b>	<b>1,378.43</b>
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## Client Referral Source

Police/POL 400 (Legal)	64
Police/Not POL 400 (Legal)	6
Self Referral	96
Whanau/Friend (Other)	14
CYF (Legal)	4
Other Education Service (Education)	2
Other Health Service (Health)	1
Referred from another contract (Refuge)	7
Religious Institution (Community)	4
Other Referral Source	4
<b>TOTAL Referrals</b>	<b>202</b>

## Group Work

Number of Sessions	151
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Number of Clients	110
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# Christchurch Women's Refuge

## Refuge Hours

Volunteer Hours	2,984.5
Paid Hours	28,912.0
Volunteer Mileage	1,063.0

## POL 400 Work

POL 400's Received	2,254
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POL 400 Phone Contact	1,300
POL 400 Mail Support	308
POL 400 Unknown	646

## Profile of Women and Children Using Refuge Services

### Ethnicity of Clients

	Women	Child
Asian	19	23
European	21	16
Maori	41	99
NZ European	242	274
Pasefika	18	41
Other Ethnicity	3	10
Blank	5	0

### Ages of Clients Using Refuge Services

0-4 years	143
5-9 years	146
10-16 years	166
17-25 years	88
26-35 years	108
36-45 years	93
46-59 years	64
60+	4

# Christchurch Women's Refuge

## Profile of Perpetrators

### Ethnicity of Perpetrators

Blank	9
Asian	20
European	26
Maori	81
NZ European	298
Other Ethnicity	9
Pasifika	26
Unknown Ethnicity	8

### Gender of Perpetrators

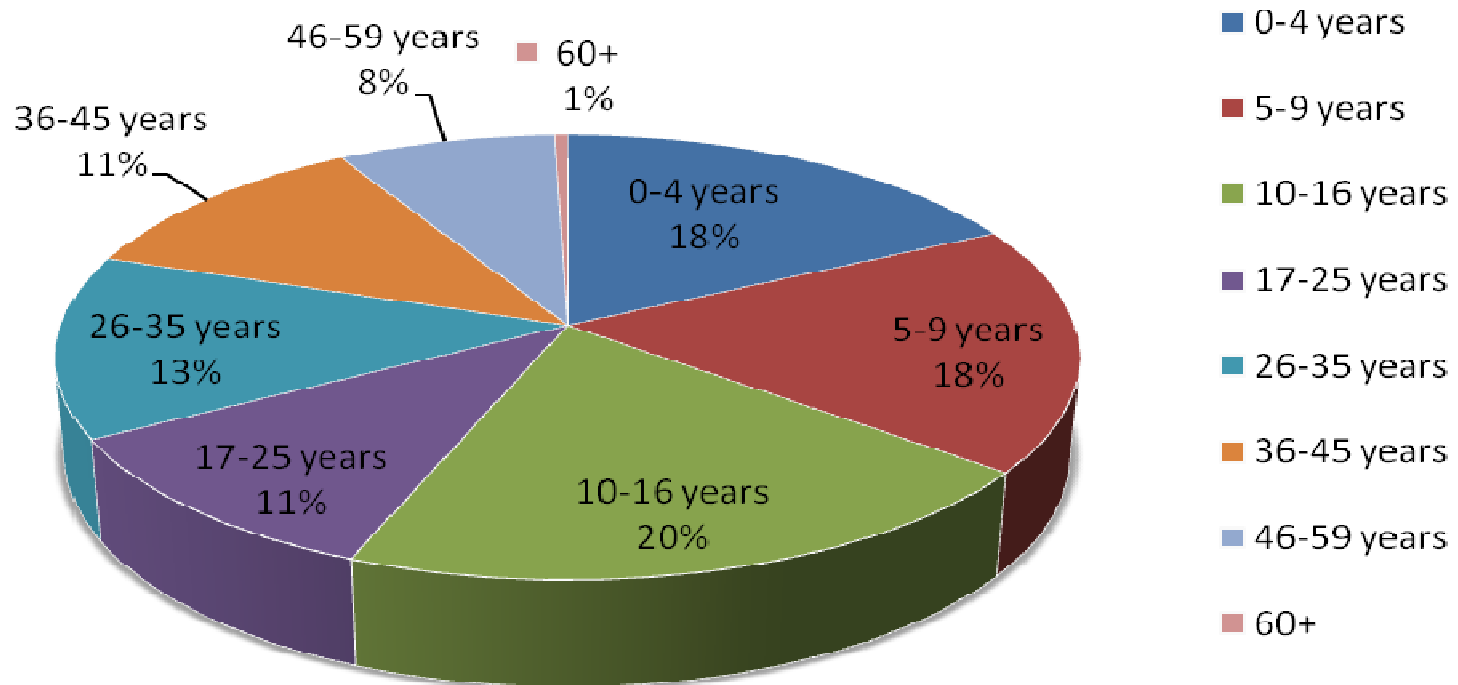
Female	25
Male	452

### Age of Perpetrators

0-4 years	0
5-9 years	0
10-16 years	16
17-25 years	75
26-35 years	113
36-45 years	156
46-59 years	87
60+	13
Unknown Age	17

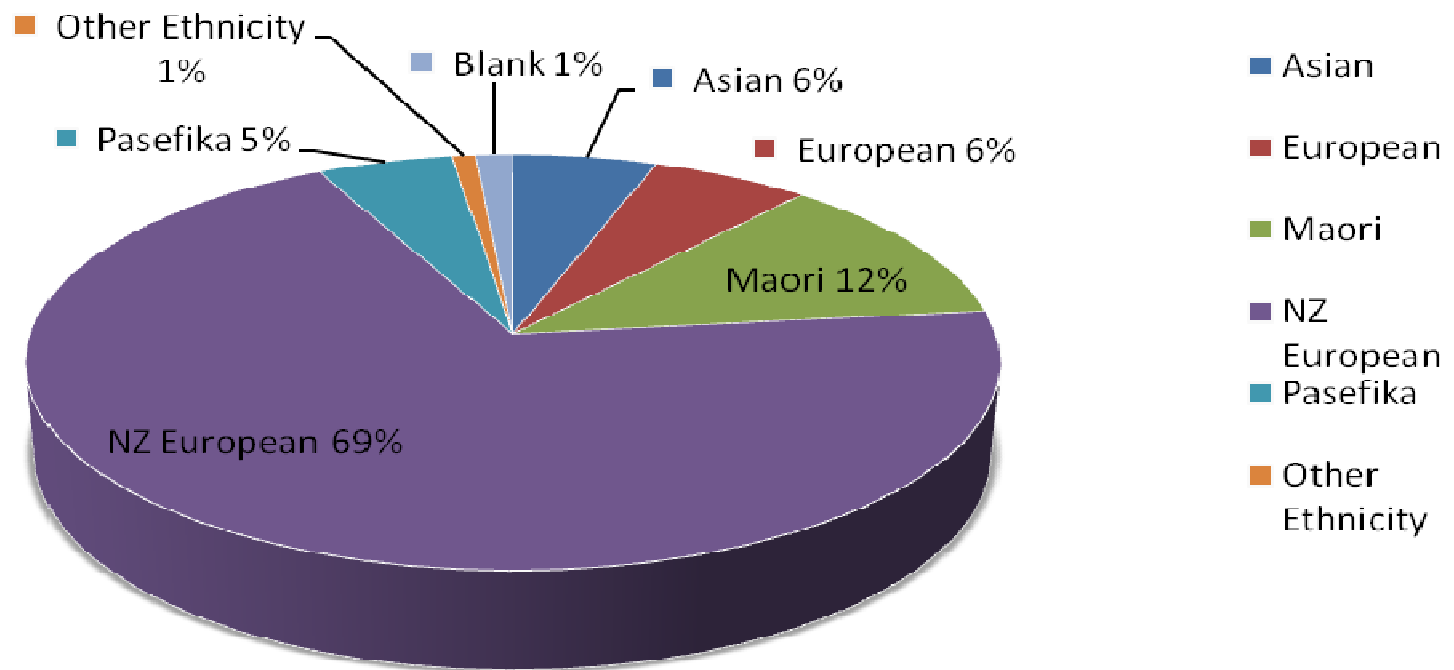
# Christchurch Women's Refuge

## Christchurch Women's Refuge Age of Clients Using Refuge Services 1/7/08 - 30/6/09



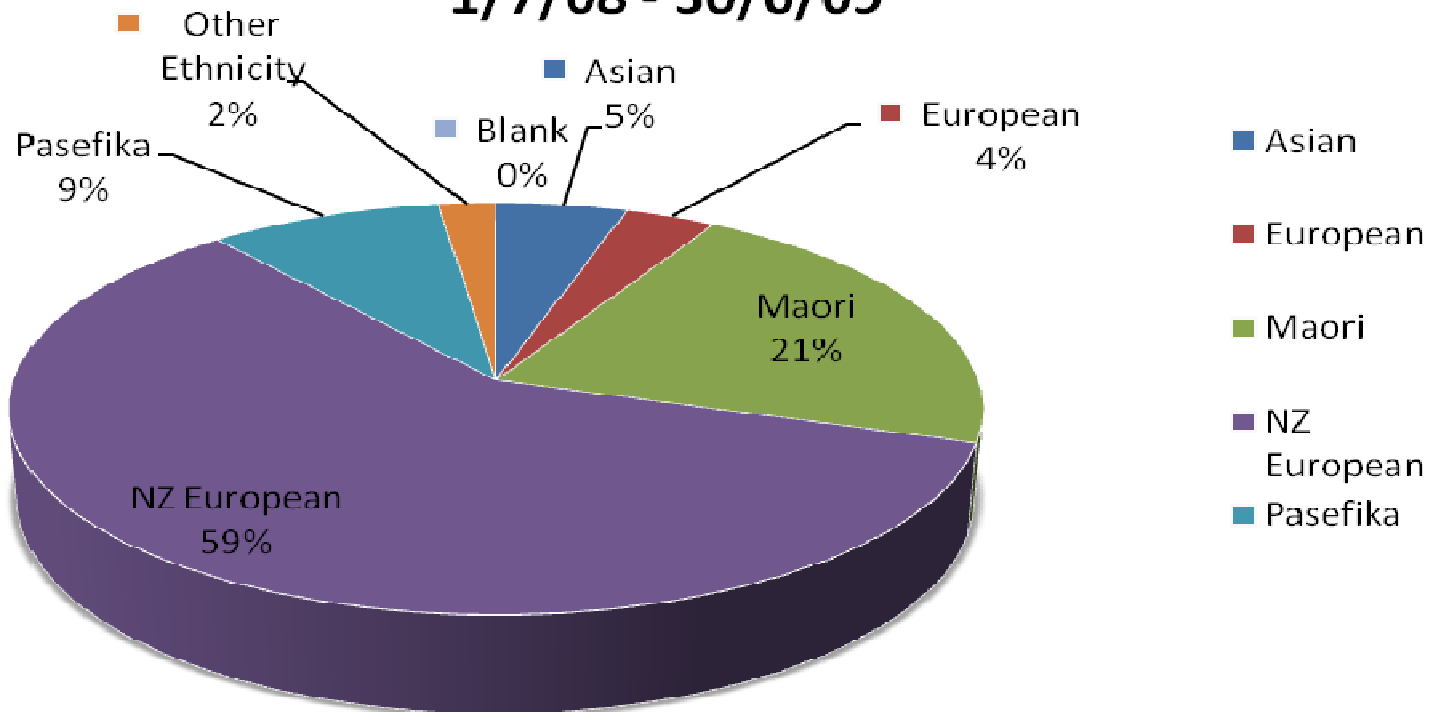
# Christchurch Women's Refuge

## Christchurch Women's Refuge Women Client Ethnicity 1/7/08 - 30/6/09



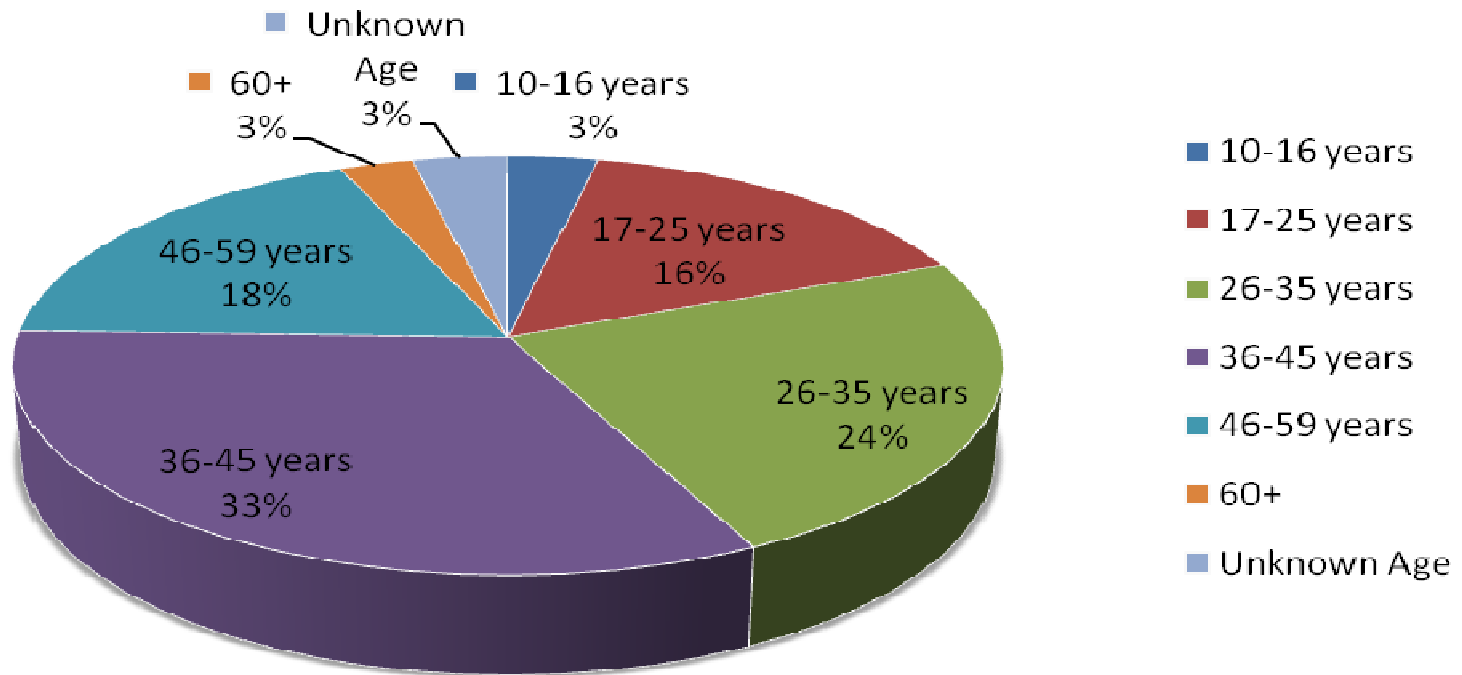
# Christchurch Women's Refuge

## Christchurch Women's Refuge Child Client Ethnicity 1/7/08 - 30/6/09

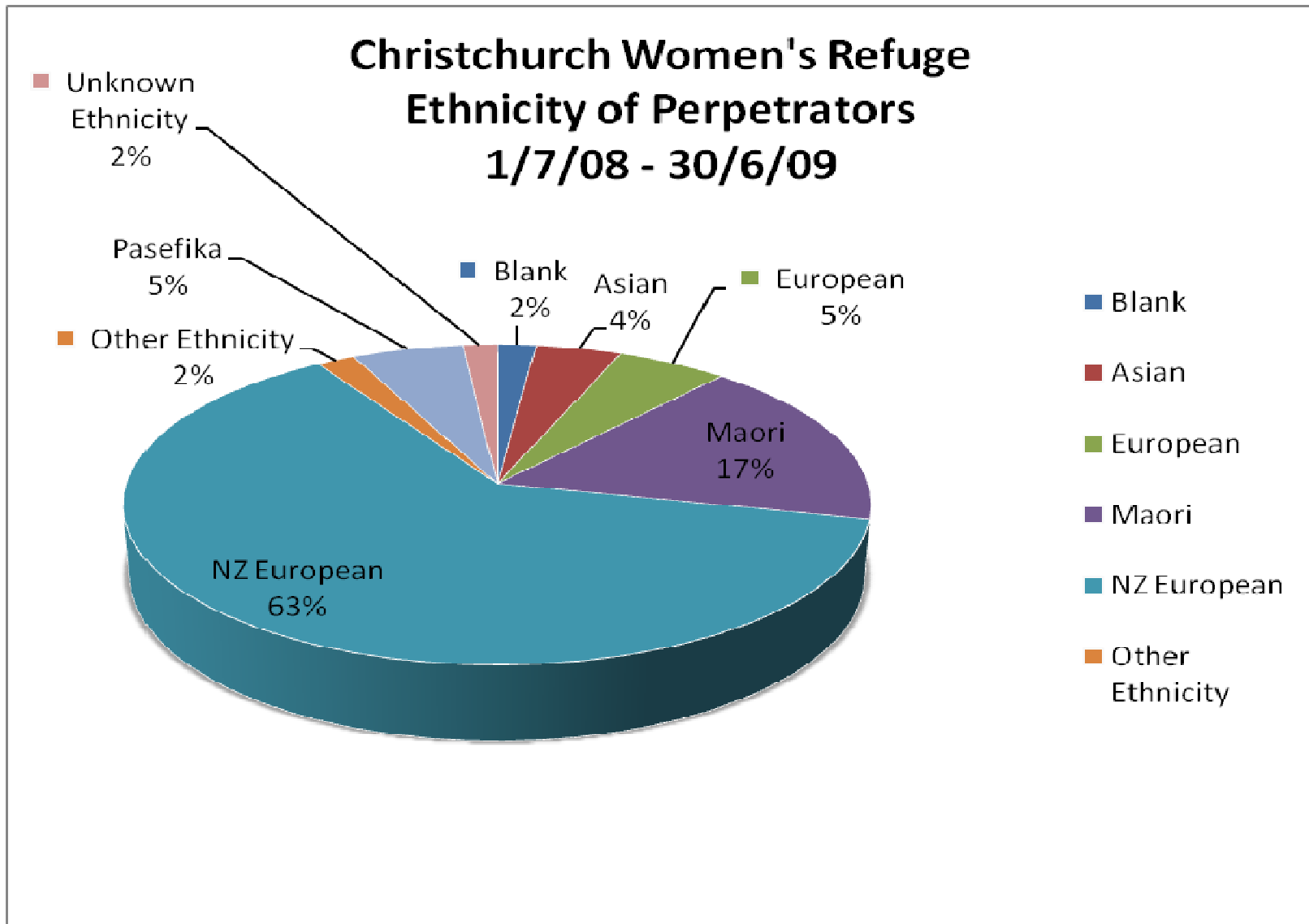


# Christchurch Women's Refuge

## Christchurch Women's Refuge Age of Perpetrators 1/7/08 - 30/6/09



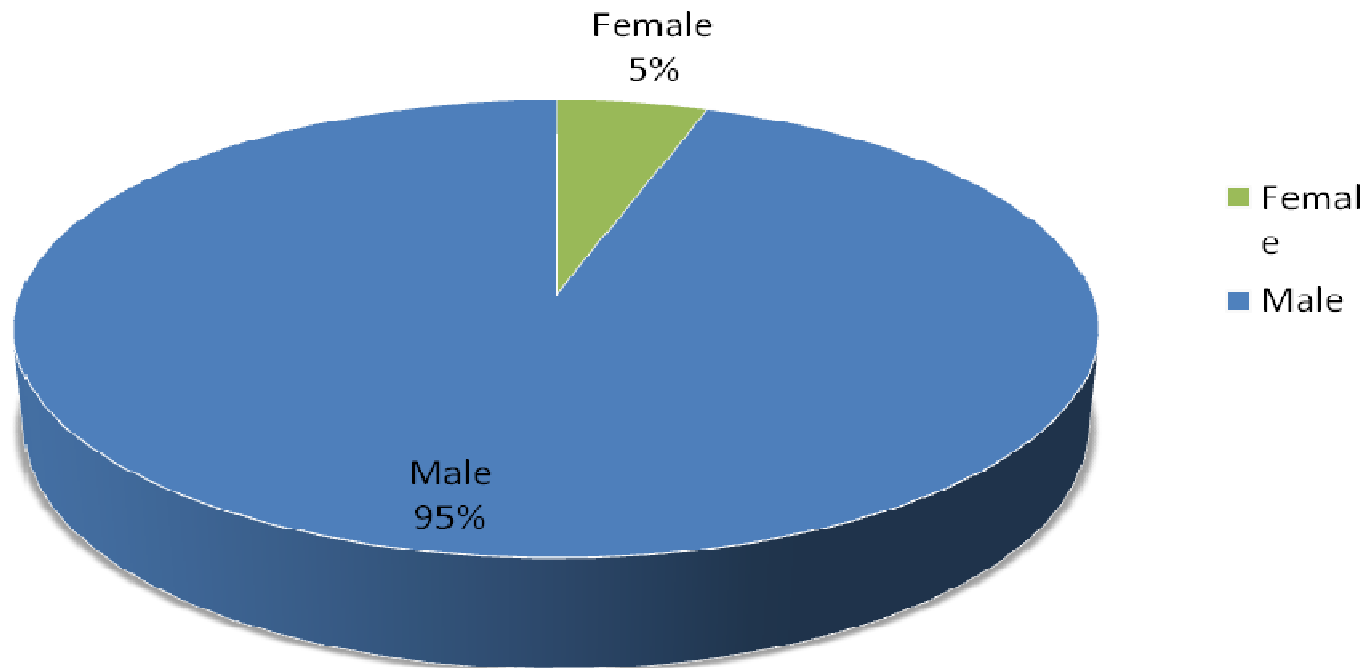
# Christchurch Women's Refuge





# Christchurch Women's Refuge

## Christchurch Women's Refuge Perpetrator Gender 1/7/08 - 30/6/09



# Christchurch Women's Refuge

## Financial Report for the Year Ended 30 June 2009

The financial year for the period 1<sup>st</sup> July 2008 – 30<sup>th</sup> June 2009 was a difficult one for Christchurch Women's Refuge. An increased demand on services and a decrease in community funding available for social services, due to a global recession, resulted in a significant financial loss for the period.

An increase in demand on Refuge services coupled with an expectation from Government Departments that not-for-profit organisations should collaborate extensively with other agencies informed the strategic planning process in March 2008. This led to the replacement of volunteers with paid staff for the crisis support phone line and overnight/weekend shifts at the residential safe house. This change was necessary to reliably service the Safe House at a time when the volunteer pool was rapidly shrinking. The strategic planning process also suggested the addition of extra resources in the areas of Contract Services and Human Resource management, in order to undertake and expand our collaborative contracts as per Government expectations. This led to an increase in staff numbers just prior to the recession's most significant impact.

Fortunately, Christchurch Women's Refuge was financially prudent in previous years and was in a good position to absorb such a loss without compromising the viability of the organisation. During the period of this report action was begun to address the financial shortfall and future-proof the financial sustainability of the organisation. As a result, Christchurch Women's Refuge continues to be in a solid financial position for the next financial period.

The Governance Board would like to thank all those that have contributed to our organisation during the year. We would like to make specific mention of the following:

- The Canterbury Community Trust
- The Christchurch City Council and
- The Ministry of Social Development
- NZ Lottery Grant Committee

Annette Gillespie  
Manager  
Christchurch Women's Refuge

# Christchurch Women's Refuge



## Christchurch Women's Refuge Incorporated Financial Statements For the Year Ended 30 June 2009



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Markhams Christchurch (Markhams) is a member of Markhams,  
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# Christchurch Women's Refuge



**MARKHAMS**  
CHARTERED ACCOUNTANTS & BUSINESS ADVISORS

## AUDITOR'S REPORT

### CHRISTCHURCH WOMEN'S REFUGE INCORPORATED

To the members of Christchurch Women's Refuge Incorporated. We have audited the Society's financial statements on pages 2 to 12. The financial statements provide information about the past financial performance of Christchurch Women's Refuge Incorporated and its financial position as at 30 June 2009. This information is stated in accordance with accounting policies set out on pages 7 to 9.

### BOARD MEMBERS' RESPONSIBILITIES

The board members are responsible for the preparation of the Society's financial statements which give a true and fair view of the financial position of the society as at 30 June 2009 and of the results of its operations for the year ended on that date.

### AUDITOR'S RESPONSIBILITIES

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

### BASIS OF OPINION

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

- the significant estimates and judgments made by the members in the preparation of the financial statements; and
- whether the accounting policies are appropriate to the Society's circumstances, consistently applied and adequately disclosed.

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

We have assisted with compiling the accounts.

### QUALIFIED OPINION

In common with other organisations of a similar nature, control over revenues for donations and fundraising income, prior to its being recorded is limited, and there are no practical audit procedures to determine the effect of this limited control.

In all other respects we have obtained all the information and explanations we have required.

In our opinion, except for adjustments that might have been found to be necessary had we been able to obtain sufficient evidence concerning donations and fundraising income, the financial report on pages 2 to 12, fairly reflects the results of operations and cash flows for the year ended 30 June 2009.

Our audit was completed on 16 December 2009 and our qualified opinion is expressed as at that date.

### MARKHAMS CHRISTCHURCH LIMITED

#### MARKHAMS CHRISTCHURCH LIMITED

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# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



## INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2009

	<i>This Year</i>	<i>Last Year</i>
<b>FAMILY SAFETY TEAM</b>		
<b>INCOME</b>		
New Zealand Police	-	284,145
Interest Received	133	1,665
Sundry Income	-	375
	<u>133</u>	<u>286,185</u>
<b>EXPENSES</b>		
Advertising	-	868
AGM & Regional	-	530
Bank Fees	61	74
CWR Support - Wages & Admin	23,460	75,108
Depreciation	1,373	2,996
Employment Expenses	10	19,570
Legal	659	-
Meeting Expenses	-	273
Office Equipment	-	346
Parking	-	2,573
Petty Cash	-	83
Postage & Stationery	-	3,796
Repairs & Maintenance	-	1,110
Seminar - Child Advocacy Hui	-	1,033
Sundry Expenses	11,597	1,818
Telephone	403	5,578
Vehicle Running	-	1,384
Vehicles Maintenance	-	806
Wages & Salaries	-	170,668
	<u>37,564</u>	<u>288,615</u>
<b>NET SURPLUS (LOSS)</b>	<u>\$(37,431)</u>	<u>\$(2,429)</u>

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED

  
MARKHAMS

## INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2009

	<i>This Year</i>	<i>Last Year</i>
NET SURPLUS (LOSS) from Family Safety Team	(37,431)	(2,429)
<b>INCOME</b>		
NCIWR Fundraising	7,090	-
NCIWR/CFA Grants	122,030	154,896
CFA Grants	94,590	61,297
Donations & Bequests	147,396	93,649
ACYST	-	4,076
House Support	6,641	8,762
Income - Twigger Estate	8,643	11,401
Street Appeal	3,750	10,955
Interest	19,870	32,963
Grant - Feasibility Study	-	18,694
Other	14,042	1,590
Fund Raising Events	14,520	43,224
DVA Funding	24,521	38,200
ACCPOL400	-	2,707
FST Support	23,685	75,108
Volunteer Grants	-	2,846
Overheads - Grants	40,532	33,662
Wage Funding	170,855	147,620
General Grants	7,110	-
Social Marketing MSD/CCC	41,844	51,901
MSD Advoc C&Y	91,670	112,388
Te Rito	8,124	21,000
Dividends	406	553
NCIWR - MSD	13,444	-
	860,766	927,492
<b>LESS EXPENSES</b>		
Depreciation	27,028	23,121
H House Expenses		
H-Bad Debts	6,907	-
H-Barnados	6	141
H-Cellphone	6,236	3,697
H-Children Education Expenses	2,203	5,115
H-Childrens Resources	986	1,114
H-Groceries	1,244	492
H-Insurance	1,068	1,966
H-Legal and Valuation	4,505	2,163
H-Power	5,317	5,576
H-Rent	-	2,912
H-Repairs & Maintenance	1,970	1,311
H-Safehouse Equipment	1,820	58
H-Signature Answer Service	6,254	5,464
H-Sundry	3,571	3,566
H-Taxis	614	494
H-Telephone	387	360
H-Women Education Expenses	845	530

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



MARKHAMS

## INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2009

	<i>This Year</i>	<i>Last Year</i>
H-Womens Resources	75	232
O Office Expenses		
O-Accounting	5,711	7,253
O-Advertising & Promotion	16,597	4,919
O-Audit	4,467	4,233
O-Bank Charges	392	327
O-Feasibility Study	-	19,250
O-Loss on Sale of Assets	-	581
O-Loss on Sale of Shares	-	90
O-New Rural Office Equipment	-	6,299
O-Office Equipment	9,395	12,455
O-Office Insurance	1,478	-
O-Petty Cash	666	718
O-Phone	18,815	18,433
O-Postage & Stationery	13,275	19,754
O-Power - Community Room	11,036	5,343
O-Publications	16,890	2,948
O-Refuge Meetings	4,934	2,912
O-Reimb Mileage for Paid Workers	514	1,741
O-Rent	53,533	42,922
O-Rent - Rural Office	16,120	16,720
O-Repairs & Maintenance	6,522	4,961
O-Subscriptions	4,871	2,447
O-Sundry	15,247	21,432
O-Website	5,888	-
P Personnel Expenses		
P-ACC/Employee Insurance	4,681	2,451
P-Ongoing Training	7,724	30,305
P-Other Employee Expenses	6,577	-
P-Social Marketing	16,010	27,338
P-Supervisor	15,167	10,482
P-Wages	718,189	578,791
S Street Appeal		
S-Fundraising Events Expenses	34,082	31,811
S-Street Appeal	2,376	1,418
T Travel Expenses		
T-Parking	4,705	1,985
T-Travel AGM	2,044	864
T-Travel Regional	1,605	3,346
T-Vehicle Repairs	2,447	1,199
T-Vehicle Running	7,043	6,002
V Volunteer Expenses		
V-New Volunteer Training	35	671
V-Ongoing Training	631	-
V-Volunteer Mileage	253	242
V-Volunteer Supervision	388	192
	1,101,341	951,144
<b>NET PROFIT (LOSS)</b>	<b>\$(278,006)</b>	<b>\$(26,081)</b>

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED

  
MARKHAMS

**STATEMENT OF MOVEMENTS IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2009**

	<i>This Year</i>	<i>Last Year</i>
<b>EQUITY AT THE START OF THE YEAR</b>	581,875	607,956
Net Profit (Loss) for the Year	<u>(278,006)</u>	<u>(26,081)</u>
	<u>303,869</u>	<u>581,875</u>
<b>TOTAL EQUITY AT THE END OF YEAR</b>	<u><u>303,869</u></u>	<u><u>581,875</u></u>



# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED

  
MARKHAMS

## BALANCE SHEET AS AT 30 JUNE 2009

	<i>This Year</i>	<i>Last Year</i>
<b>CURRENT ASSETS</b>		
Cash on Hand	50	50
Westpac Cheque Account	24,954	61,591
Westpac Call Account	23,864	194,854
Westpac Investment Account	247,783	229,880
Interest Accrued	1,366	4,432
Te Rito - Holding Account	-	2,216
Accounts Receivable	22,392	115,494
Westpac Cheque Account - Family Safety Team	-	40,058
Westpac Term Deposit - Family Safety Team	-	17,184
Accounts Receivable - Family Safety Team	-	920
	320,409	666,679
<b>CURRENT LIABILITIES</b>		
Accounts Payable	111,034	75,300
GST Payable	736	16,672
Accounts Payable - Family Safety Team	-	7,584
Tagged Grants in Advance	12,589	105,405
	124,358	204,961
<b>WORKING CAPITAL</b>	196,050	461,718
<b>NON CURRENT ASSETS</b>		
<b>PROPERTY, PLANT AND EQUIPMENT</b>		
As per Schedule (at Book Value)	94,674	107,045
<b>INVESTMENTS</b>		
Shares	13,145	13,113
	13,145	13,113
<b>TOTAL NON CURRENT ASSETS</b>	107,819	120,157
<b>NET ASSETS</b>	\$303,869	\$581,876
<b>REPRESENTED BY:</b>		
Future Development Fund	215,000	215,000
Opening Balance - General Funds	75,692	75,692
Wage Contingency Fund	220,000	220,000
Wage Contingency Fund - Family Safety Team	-	15,000
Retained Earnings	(206,823)	56,183
	303,869	581,876
	\$303,869	\$581,876

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

### **STATEMENT OF ACCOUNTING POLICIES**

Christchurch Women's Refuge Incorporated is a Society incorporated under the Incorporated Societies Act 1908. Christchurch Women's Refuge Incorporated is a reporting entity for the purposes of the Incorporated Societies Act 1908.

### **GENERAL ACCOUNTING POLICIES**

#### **Measurement Basis**

The Generally Accepted Accounting Practices are recognised as appropriate for the measurement and reporting of the Society's financial performance and financial position. The historical cost method has been used and is consistent with the previous year. These financial statements have been prepared on a going concern basis.

Christchurch Women's Refuge Incorporated qualifies for differential reporting on the grounds that it is not publicly accountable and does not exceed the specified size criteria. The Society has taken advantage of all available differential reporting exemptions.

### **SPECIFIC ACCOUNTING POLICIES**

The following specific accounting policies have been used in preparation of these financial statements.

#### **Bank Balances**

The bank balances are disclosed using the Cashbook balance as at balance date.

#### **Investments**

Investments are stated at cost.

#### **Shares**

The original shares bequeathed were valued at fair value as at the date they were received. All other shares are valued at cost.

#### **Accounts Receivable**

Accounts Receivable are valued at the expected realisable value to be received within the next twelve months. Amounts that become unrecoverable are written off as Bad Debts.

#### **Interest Accrued**

Interest Accrued represents interest earned, but not yet received on deposits held as at 30 June 2009.

#### **Goods & Services Tax**

GST is accounted for on a payments basis. These financial statements have been prepared on a GST exclusive basis. Accounts Payable and Accounts Receivable are included in the Balance Sheet GST inclusive. All other assets and liabilities are GST exclusive.

#### **Tagged Grants in Advance and Revenue Recognition**

Grants and donations received by the Refuge that are tagged for a particular purpose are not recognised until they have been used for that particular purpose. Until this time they are treated as a liability and held as "Tagged Grants in Advance"

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

### **Fixed Assets**

Vehicles, Plant and Office Equipment, Base Stock, and Building Improvements are stated at cost, less accumulated depreciation.

**Motor vehicles, plant and office equipment purchased** subsequent to 1st July 1999 have been depreciated using rates and methods allowable by the Inland Revenue Department.

The **building improvements (office)** noted in the asset schedule is owned by Christchurch Women's Refuge Incorporated, but is on land and is attached to a building that is owned by an outside party. The building improvements have been depreciated over forty years in equal installments.

When the cost of an individual asset purchased is less than \$500 (excluding GST), these are expensed in the Income Statement in the year that they are incurred.

### **Contingent Liabilities**

There were no contingent liabilities as at 30 June 2009 (2008 - \$Nil)

### **Capital Commitments**

Christchurch Women's Refuge Incorporated has lease commitments of approximately \$68,820 per annum related to the leases of premises at 130G Percival Street, Rangiora, and 111-119 Cashel Street.

### **Events Subsequent to Balance Date**

There were no events subsequent to balance date. (2008 - Family Safety Team contract was discontinued).

### **Changes in Accounting Policies**

There have been no changes in accounting policies for the year ended 30 June 2009. All policies have been applied consistently with the previous year.

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

### *Investment Account - Term Deposits*

The balance of the investments accounts - \$247,783 is made up of:

#### *Term Deposit Number 2*

Value \$58,946.44

Due to mature on 26 September 2009

#### *Term Deposit Number 5*

Value \$38,207.87

Due to mature on 29 July 2009

#### *Term Deposit Number 6*

Value \$37,787.05

Due to mature on 30 July 2009

#### *Term Deposit Number 8*

Value \$36,952.74

Due to mature on 9 October 2009

#### *Term Deposit Number 9*

Value \$36,863.16

Due to mature on 8 November 2009

#### *Term Deposit Number 10*

Value \$37,025.26

Due to mature on 12 December 2009

### *Shares*

During the year ended 30 June 2007 Christchurch Women's Refuge Incorporated was bequeathed some shares from the estate of D J Flather. The total value of shares bequeathed was \$13,113.00, broken down as follows:

Contact Energy Limited	\$2,972
Fisher & Paykel Appliance Holdings Limited	\$2,842
Fisher & Paykel Healthcare Corporation Limited	\$3,274
Telecom Corporation of New Zealand Limited	\$4,025
	<u>\$13,113</u>

### *Management Responsibility*

These financial statements fairly reflect the financial performance and financial position of Christchurch Women's Refuge Incorporated for the year ended 30 June 2009.

Chairperson

Treasurer

# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



## DEPRECIATION SCHEDULE FOR THE YEAR ENDED 30 JUNE 2009

	Private Use %	Date	Orig Cost	Open W.D.V	Add'ns (Sales)	Profit(Loss) on Sale	Dep Method	YTD Dep	Accum Depn	Close W.D.V
<b>Motor Vehicles</b>										
Toyota Corolla		22/12/2002	6307	1188			26.00 D	309	5428	879
Toyota Estima		20/06/2002	18667	2999			26.00 D	780	16448	2219
Nissan Bluebird DK5336		20/07/2006	7369	3018			36.00 D	1086	5437	1932
Nissan Pulsar 1997 AZF443		19/02/2008	6222	5444			30.00 D	1633	2411	3811
<b>TOTAL</b>			<b>38565</b>	<b>12649</b>				<b>3808</b>	<b>29724</b>	<b>8841</b>
<b>Plant</b>										
Bunks		11/04/2003	990	799			4.00 D	32	223	767
Refrigerator		01/09/2000	871	79			26.40 D	21	813	58
Shelves & Cupboards		09/10/2002	663	374			9.50 D	36	325	338
TV & Video		03/07/2003	622	50			39.60 D	20	592	30
2 x Bed Settees		30/10/2003	531	207			18.00 D	37	361	170
3 x Heaters		20/09/2004	266	8			60.00 D	5	263	3
4 x Bookshelves		26/01/2005	381	270			9.50 D	26	137	244
Settee		07/02/2005	399	203			18.00 D	37	233	166
Zip		10/03/2005	657	341			18.00 D	61	377	280
Door Security Unit		18/03/2005	568	254			21.60 D	55	369	199
Bunks		14/04/2005	354	310			4.00 D	12	56	298
4 x Heaters		24/05/2005	346	20			60.00 D	12	338	8
Airconditioning Unit		19/06/2006	3469	2659			12.00 D	319	1129	2340
Freezer - Safe House		10/11/2005	746	293			30.00 D	88	541	205
Zip Water Heater		19/11/2007	1088	914			24.00 D	219	393	695
Phone System - Level 2		19/12/2007	1534	1212			36.00 D	436	758	776
Dishwasher		13/03/2008	1286	1183			24.00 D	284	387	899
Air Conditioning Unit		19/02/2008	5156	4898			12.00 D	588	846	4310
Air Conditioning Unit - Level 2		19/05/2008	11338	11111			12.00 D	1333	1560	9778
Refrigerator		20/03/2009	844		844		30.00 D	84	84	760
Dishwasher		14/05/2009	756		756		36.00 D	45	45	711
Washing Machine		14/05/2009	799		799		36.00 D	48	48	751
Matress & Base		08/09/2008	711		711		48.00 D	284	284	427
<b>TOTAL</b>			<b>34375</b>	<b>25185</b>	<b>3109</b>			<b>4082</b>	<b>10162</b>	<b>24213</b>

**MARKHAMS  
AUDIT**

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# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



MARKHAMS

## DEPRECIATION SCHEDULE FOR THE YEAR ENDED 30 JUNE 2009

	Private Use %	Date	Orig Cost	Open W.D.V	Add'ns (Sales)	Profit(Loss) on Sale	Dep Method	YTD Dep	Accum Depn	Close W.D.V
<b>Office Equipment</b>										
TV & Video		30/06/2009	400				20.00 P			
Office Furniture		30/06/2009	444				20.00 P			
Blinds		31/07/1999	712	46			26.40 D	12	678	34
ACYST Computer		01/09/2000	2577	16			48.00 D	8	2569	8
Office Safe		09/05/2002	444	248			9.00 D	22	218	226
3 Cellphones		01/11/2001	424	1			60.00 D	1	424	
Whiteboard		18/12/2001	402	15			39.60 D	6	393	9
Computer		02/12/2002	2747	75			48.00 D	36	2708	39
Office Furniture		22/11/2002	710	202			20.00 D	40	548	162
U Bix Photocopier		15/01/2003	8530	551			39.60 D	218	8197	333
Blinds		31/10/2003	321	75			26.40 D	20	266	55
Workstation		19/01/2004	930	464			14.40 D	67	533	397
Desk		18/10/2004	212	119			14.40 D	17	110	102
Lounge Chair		13/12/2004	620	306			18.00 D	55	369	251
3 x Computers		16/02/2005	8478	954			48.00 D	458	7982	496
Phone System		18/02/2005	11286	3197			31.20 D	997	9086	2200
5 x Desks		18/02/2005	1094	645			14.40 D	93	542	552
2 x Tables		18/02/2005	494	291			14.40 D	42	245	249
Printer		18/02/2005	299	33			48.00 D	16	282	17
7 x Fans		23/02/2005	311	110			26.40 D	29	230	81
OHP		18/03/2005	543	197			26.40 D	52	398	145
Whiteboard		18/03/2005	678	129			39.60 D	51	600	78
Computer		18/03/2005	3437	406			48.00 D	195	3226	211
Electronic Whiteboard		19/05/2005	2560	527			39.60 D	209	2242	318
Boardroom Table		19/05/2005	1099	673			14.40 D	97	523	576
MYOB Upgrade		18/08/2004	249	19			48.00 D	9	239	10
Shredder		21/06/2005	349	136			26.40 D	36	249	100
Laminator		21/06/2005	369	144			26.40 D	38	263	106
Trolley		30/06/2005	332	180			18.00 D	32	184	148
Laptop		09/08/2005	2871	207			60.00 D	124	2788	83
Computer		19/06/2006	3219	489			60.00 D	293	3023	196
2.5 Seater Couch		08/08/2006	516	343			19.20 D	66	239	277
Computer		10/08/2006	2438	439			60.00 D	263	2262	176
Couch & Chairs		16/10/2006	747	516			19.20 D	99	330	417
Cordless Headsets		24/01/2007	709	372			36.00 D	134	471	238
HP Office Jet 7410		08/06/2007	684	260			60.00 D	156	580	104
2.5 & 2 Seater Settee		22/06/2007	1100	874			19.20 D	168	394	706
Washing Machine - Rural office		16/07/2007	613	392			36.00 D	141	362	251
Fridge - Rural Office		16/07/2007	996	697			30.00 D	209	508	488
Custom Built PC		15/08/2007	1907	858			60.00 D	515	1564	343
Desks		15/08/2007	668	572			15.60 D	89	185	483
Chairs		15/08/2007	680	560			19.20 D	108	228	452
Payroll License		22/08/2007	3340	1503			60.00 D	902	2739	601
Computer software- MS Office		18/09/2007	665	333			60.00 D	200	532	133
Screens		18/09/2007	894	778			15.60 D	121	237	657
Server		20/09/2007	2799	1399			60.00 D	839	2239	560
Chairs		06/11/2007	640	558			19.20 D	107	189	451
Fridge		19/12/2007	1311	1082			30.00 D	325	554	757
Prints		21/12/2007	800	688			24.00 D	165	277	523
Credenzas Adobi 1500mm x 3		21/01/2008	1685	1523			19.20 D	292	454	1231
Desks - 1800x800x720mm x 2		21/01/2008	648	597			15.60 D	93	144	504
Wardrobe Units x 2		21/01/2008	1015	918			19.20 D	176	273	742
Chairs - Rexa Synchron x 2		21/01/2008	680	615			19.20 D	118	183	497
Screens 1800Lx1500H x 2		21/01/2008	768	708			15.60 D	110	170	598
Screens 1500Lx1500H x 2		21/01/2008	666	614			15.60 D	96	148	518
Couches		29/01/2008	867	784			19.20 D	150	233	634
Printer - MFC8860DN Brother Laser		19/02/2008	799	639			48.00 D	307	467	332
Konica Minolta photocopier		20/02/2008	6830	5464			48.00 D	2623	3989	2841
Computer		12/03/2008	2053	1642			60.00 D	985	1396	657
Alarm for Safe House		26/03/2008	986	887			30.00 D	266	365	621
Screens		21/04/2008	1056	1015			15.60 D	158	199	857
Computer		13/05/2008	2163	1947			60.00 D	1168	1384	779
Screens		13/06/2008	3128	3087			15.60 D	482	523	2605
Milan Chairs x 6		13/03/2008	630	590			19.20 D	113	153	477
Chairs x 10 Char Black		18/09/2007	1920	1613			19.20 D	310	617	1303
White Board - Electronic		20/01/2009	3599		3599		48.00 D	864	864	2735
Sony 46" TV		20/01/2009	2955		2955		48.00 D	709	709	2246
Sony Projector		20/01/2009	1830		1830		30.00 D	275	275	1555
Toshiba Laptop		20/01/2009	1678		1678		60.00 D	503	503	1175
Canon Camera		20/01/2009	575		575		80.40 D	231	231	344
Acer Laptop		18/03/2009	1573		1573		60.00 D	315	315	1258

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# Christchurch Women's Refuge

CHRISTCHURCH WOMEN'S REFUGE INCORPORATED



MARKHAMS

## DEPRECIATION SCHEDULE FOR THE YEAR ENDED 30 JUNE 2009

	Private Use %	Date	Orig Cost	Open W.D.V	Add'ns (Sales)	Profit(Loss) on Sale	Dep Method	YTD Dep	Accum Depn	Close W.D.V
Dell PC		19/05/2009	710		710		60.00 D	71	71	639
<b>TOTAL</b>			<b>117462</b>	<b>45321</b>	<b>12921</b>			<b>18295</b>	<b>76671</b>	<b>39947</b>
<b>Building Improvements</b>										
Office		30/06/1999	33716	20645			2.50 P	843	13914	19802
<b>TOTAL</b>			<b>33716</b>	<b>20645</b>				<b>843</b>	<b>13914</b>	<b>19802</b>
<b>Family Safety Team Assets</b>										
Car		26/10/2005	8888	782			60.00 D	469	8575	313
Wall Rack		17/11/2005	1027	732			12.00 D	88	383	644
Computers		03/03/2006	6257	801			60.00 D	481	5937	320
Phone & Headsets		29/01/2007	825	433			36.00 D	156	548	277
Phone & Headsets		22/05/2007	825	496			36.00 D	179	508	317
<b>TOTAL</b>			<b>17822</b>	<b>3244</b>				<b>1373</b>	<b>15951</b>	<b>1871</b>
<b>Less disposals</b>			844							
<b>TOTAL</b>			<b>241096</b>	<b>107045</b>	<b>16030</b>			<b>28401</b>	<b>146422</b>	<b>94674</b>

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