
ANNUAL REPORT

2016-17



In 1976 a group of Warrnambool women met to explore the possibility of establishing a women's refuge in South Western Victoria. A submission to the State Government of the day followed and after much work, in January 1979 the Warrnambool Women's Refuge (Emma House) became operational.

In 2017, 41 years later, Emma House Domestic Violence Services is still as strongly committed to the Women of the South West.

Contents

| | |
|--------------------------------------|-----------|
| VISION | 3 |
| Our hope | 3 |
| MISSION | 3 |
| Our work..... | 3 |
| Our practice philosophy | 3 |
| SERVICE VALUES..... | 4 |
| CHAIR REPORT..... | 5 |
| ORGANISATION REPORT..... | 7 |
| OUR SERVICE..... | 7 |
| OUR PROGRAMS..... | 8 |
| ACCREDITATION | 9 |
| COLLABORATION | 9 |
| FINANCIAL REPORT | 10 |

EHDVSI acknowledges the support of:



Health
and Human
Services



Justice
and Regulation



EHDVSI

Corporate Office

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VISION

Our hope

A society where women and children live free from family, domestic or intimate partner violence in all its forms.

MISSION

Our work

Emma House Domestic Violence Services Inc. is a client-centred, client-first organisation that exists to provide support and assistance to women and their accompanying children, who are experiencing, or who have experienced domestic violence.

Emma House Domestic Violence Services Inc. is a strong, effective voice for the rights of our clients and all women.

Our practice philosophy

- We are a feminist organisation operated by women for women.
- We believe in gender equality.
- We prioritise protection of women, provision of services and prevention of further violence.
- We hold perpetrators of violence accountable for their actions.
- We support and encourage the community to understand and address family violence, emphasising zero tolerance.
- We challenge the status quo.

SERVICE VALUES

What we believe in

- Responsiveness - We respond in a timely way to the needs of individual women and individual children, recognising that experiences of violence differ from individual to individual.
- Equality - We recognise that inequality between men and women is both a cause and effect of violence against women. We strive to draw attention to and redress gender inequality in our commitment to the safety and wellbeing of women and children, and in our work with partners and the wider community.
- Justice - We are committed to advocating for just outcomes for women and their children at both an individual and systemic level.
- Respect – We act fairly, honestly and openly in the way we engage with our clients, staff, partners and the community.
- Leadership – We lead by example in what we do as individuals and as a leading domestic violence service.
- Diversity – We recognise diversity in all its forms and are committed to ensuring our practice is inclusive, fair and accessible and meets the needs of our clients.
- Quality – Our services strive to deliver contemporary best practice. We are committed to embedding current strategic priorities such as prevention of violence against women where they complement our own strategic direction.
- Accountability – We are accountable to our clients, our funders and the community.

CHAIR REPORT

I am pleased to present this report to the 2017 Annual General Meeting on behalf of the Council of Management.

Emma House Domestic Violence Services Inc. has completed another year of important work serving the communities of the south west of Victoria to support women and children, escaping or trying to escape family violence.

November 2016 saw ground-breaking recommendations when the Royal Commission into Family Violence was released. The Commission contained over 200 recommendations which are transforming the concept of Family Violence Australia wide. In 2016-17 Emma House has been actively implementing changes to ongoing service delivery as we respond to those Recommendations and also further our work to stop family violence.

In 2017, we have continued to deliver services to over 1000 women and children. Emma House has appropriately and efficiently managed a budget of \$2.16M and continue to meet all acquittal requirements for our funding bodies. During the year additional State funding was received to provide more Family Violence Flexible Support Packages to women and children.

Additionally, in 2017 we met the requirements of the onsite accreditation visit for Quality Innovation and Performance Ltd (QIP) resulting in ongoing accreditation for 3 years. I would like to acknowledge the effort and professionalism by the staff team to achieve this result.

This year we have also invested in updating our office space to ensure that we can accommodate new staff as the service grows, and also to enable us to comfortably host the collaborative multi agency Risk Assessment Management Panel (RAMP). We conducted a "site audit" to ensure that our internal and external space met all current safety standards. We have also made significant and necessary investment in updating our IT system to bring it into line with contemporary data management practices.

The Council has undertaken Professional Development to strengthen and build good governance practice and is actively recruiting new members for the Association and the Council. This remains an ongoing challenge for a volunteer Council in a rural area where the pool is already stretched quite thin, and is a key area for ongoing development.

Staff benefited from a number of in-service days where they were consulted about strategic developments that are likely to emerge from the Royal Commission recommendations and its attached funding. One of the outcomes for the service and staff was to support them to gain a Graduate Certificate in Trauma Informed Therapeutic Practice allowing greater breadth of service delivery.

Council and staff are keenly aware of the opportunities that potentially exist to position Emma House as an influential regional stakeholder, as well as a voice for women and children experiencing family violence. Our participation in a number of

local and regional stakeholder partnerships supported this aim throughout the year.

Emma House said farewell to a number of staff this year, and welcomed new members of the team. On behalf of the Council, I would like to acknowledge and express our gratitude and thanks to Tristin DeBono for her service as Acting Manager, from April 2016 to June 2017, and indeed for her dedication and service during the past 14 years of her employment.

Emma House is well placed to continue our important community service. Our staffing is settled, strategic planning is underway and we are in a strong financial position. In June 2017 we welcomed Donna Porritt, Emma House's first Executive Officer. Donna has a strong background in corporate and business operations and long term experience in the health and welfare sector. We are excited about moving forward into a positive stable productive future. The Victorian Family Violence sector will go from strength to strength as a result of significant wide spread community focus following the Royal Commission and Emma House is well placed to contribute at a regional level and State-wide level.

We say good bye to our outgoing Chair Deb Nicholson and the Council thanks her for her volunteer contribution to Emma House over past years. I would also like to take this opportunity to sincerely thank the exemplary contribution of my fellow Council members who as volunteers have worked consistently to support and improve Emma House. The Council appreciates the wisdom and dedication of our elders, Del Clapp and Maxine Golding-Clarke, and indeed, all the founding members of Emma House. The Council formally acknowledges the staff team and appreciates the care and professionalism they provide to woman and children.

Faye Oliver
Chairperson
October 2017

ORGANISATION REPORT

ACKNOWLEDGEMENTS

Our Clients

The work of Emma House Domestic Violence Services is inspired and informed by the desire to help women and their children achieve freedom from domestic violence. We acknowledge their courage and resilience and thank them for trusting us to provide the best service possible.

Our Staff

Emma House has highly qualified experienced and dedicated permanent staff members, who all possess a passion and a commitment to deliver the best possible service to women and their children accessing the service, regardless of the position they hold within the organisation. Each staff member's contribution to the organisation is considered to be of equal value and worth.

Our Council

The council is made up of committed local women who volunteer to bring a broad cross section of expertise to their roles on council, to ensure that the organisation is in all aspects of good governance, governed wisely and competently. The council members are drawn from the Association membership.

Our Association

We are building a strong and reliable knowledge base of community members dedicated to helping us achieve our vision. We acknowledge their contribution to building the capacity of EHDVSI.

OUR SERVICE

Our Agency aims to provide client centred optimum service delivery and options for women and women with children experiencing or escaping from domestic violence.

We work with women aged 16 and over, and their accompanying children, who have experienced family violence.

During the 2016-17 year EHDVSI assisted **1,398** individuals across 5,806 instances of service. Include were 95 children. This was an increase of **31%** in women assisted via our Case Management and Counselling Services.

In our Crisis Accommodation and Transitional Housing program, **33** women were assisted with housing and accommodation across 508 instances of services.

Emma House Domestic Violence Services is the south west's funded specialist family violence services provider of services to women and their children who have experienced domestic violence.

We offer women a way forward from family violence with advocacy, case management, housing support, childrens support, advice and referral.

Our corporate office is located in Warrnambool and we provide Outreach services through the region to Portland, Hamilton, and the Terang/Camperdown areas.

Emma House currently employs 14 staff members and receives its funding from the Department of Health and Human Services, Victorian Legal Aid and the Department of Justice. We also acknowledge the generosity of community agencies and local businesses for their contributions and support to our services.

OUR PROGRAMS

Crisis Accommodation Program

Our high security refuge has the capacity to accommodate and support multiple families at any one time in a communal living situation. EHDVSI works closely with the state-wide Safe Steps program to provide a coordinated service for women relocating due to family violence.

Our Crisis Housing and Transitional Housing programs manages and provides support for women as tenants of 5 properties within the South West. Service Users are accepted from across the southwest through case management, outreach and refuge programs. Accompanying this program are additional services for Housing Establishment and Assistance into the Private Rental Market.

Case Management and Counselling Program

Our Case Management and Counselling program provides services to any woman and their accompanying children who resides in the south west who have experienced intimate partner / family / domestic violence.

Within the program we are able to provide risk assessment, outreach support, court support, advocacy, advice, counselling, assistance to secure or maintain private rental accommodation, intensive case management, and where safe to do so support and assistance to remain in the family home.

We have offices in Warrnambool, Portland, Hamilton, Camperdown and Terang. We operate a weekly service to our outreach offices.

Legal Program

We operate an in-house community Legal Service with one solicitor on the staff team. The solicitor is able to provide advice and representation for intervention orders, family law, child protection and criminal matters as they relate to a woman's domestic violence situation. To support the outlying areas we sub contract a local firm to act as a locum solicitor.

Risk Assessment Management Panel - RAMP

EHDVSI is the auspicing agency for the Risk Assessment Management Panel (RAMP) in the South West. RAMP is formally convened meeting, held at a local level, consisting of key agencies and organisations that contribute to the safety of women and children experiencing serious threat from family violence.

Women who are referred to a RAMP are identified as being at serious threat from family violence and require a comprehensive risk assessment and co-ordinated action plan to lessen or prevent the threat to her (and her children's) life, health, safety or welfare. RAMPs are not a substitute for the existing system but work to enhance the response to this high risk group.

ACCREDITATION

During the year, EHDVSI excluding the Legal Service, continued to participate in the accreditation program of Quality Innovation Performance (QIP) and was assessed according to the requirements of the Human Services Standards Accreditation Program. All Standards were met and EHDVSI achieved a three-year Human Services Standard Enhanced Accreditation.

Additionally, during the year the EHDVSI Legal Program participated in the National Association of Community Legal Centres (NACLC) National Accreditation Scheme (NAS). This is an industry based certification process which recognises good practise in the delivery of community legal services. Our team took part in the online self-assessment and hosted a site visit. We are happy to report that we awarded Certification.

COLLABORATION

EHDVSI acknowledges that it delivers its services in partnership with other local agencies. We thank all our sister agencies and in particular acknowledge the following in 2016-17:

Salvation Army and Salvos Connect
Haven Home Safe
Bethany
Brophy Family and Youth Services
South West Centre Against Sexual Assault

Department of Health and Human Services
Department of Justice
Victoria Legal Aid
Domestic Violence Victoria
Gunditjmara Aboriginal Cooperative Ltd
Magistrates Court
Regional Justice Network Group
Wimmera and South West Area Integrated Family Violence Partnership
Women's Health and Wellbeing Barwon South West
Working Together Project

Thank you and We look forward to building further relationships in 2017-18 and beyond.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC.

**Statement of Comprehensive Income
For the Year Ended 30 June 2017**

| | | 2017 | 2016 |
|--|-------------|-------------------------|-------------------------|
| Income | Note | \$ | \$ |
| Funding | | | |
| Victorian Legal Aid | | 130,453 | 154,444 |
| Department of Human Services | | 1,995,050 | 1,432,467 |
| Department of Justice and Regulation | | 52,174 | 97,174 |
| Other Income | | | |
| Donations | | 5,780 | 31,835 |
| Interest | | 19,241 | 21,335 |
| Profit on Sale of Asset | | 7,241 | 5,689 |
| Rental income | | 8,117 | 19,301 |
| Paid Parental Leave | | - | 11,826 |
| Sundry | | 825 | 4,533 |
| Total Revenue | | <u>2,218,881</u> | <u>1,778,604</u> |
| Expenditure | | | |
| Accounting, Audit and Bookkeeping | | 46,241 | 9,515 |
| Accreditation project | | 8,690 | 7,841 |
| Administration costs | | 94,120 | 67,667 |
| Client costs | | 531,084 | 74,983 |
| Depreciation | | 60,466 | 53,112 |
| Interest expense | | 21,840 | 23,219 |
| IT Expenses | | 10,156 | 5,564 |
| Locum Services | | 34,250 | 22,863 |
| Minor equipment purchases | | 593 | 1,556 |
| Staff cost including recruitment, training and medical | | 42,171 | 30,546 |
| Rent - Administration | | 13,229 | 8,845 |
| Salary expenses | | 979,141 | 789,418 |
| Telephone & Internet | | 27,732 | 19,067 |
| Vehicle expenses | | 15,564 | 19,245 |
| Workcover premium | | 37,679 | 24,040 |
| Total Expenditure | | <u>1,922,956</u> | <u>1,157,481</u> |
| Total comprehensive income for the year | | <u>295,925</u> | <u>621,123</u> |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC.

**Statement of Financial Position
As at 30 June 2017**

| | | 2017 | 2016 |
|--------------------------------------|-------------|-------------------------|-------------------------|
| Assets | Note | \$ | \$ |
| Current Assets | | | |
| Cash and Cash Equivalents | 2 | 1,440,257 | 688,261 |
| Investments | 2 | 506,185 | 757,174 |
| Receivables | 3 | 15,918 | 1,355 |
| Other current assets | 4 | 1,498 | 711 |
| | | <u>1,963,858</u> | <u>1,447,501</u> |
| Non Current Assets | | | |
| Property , Plant and Equipment | 5 | 1,061,689 | 1,045,644 |
| | | <u>3,025,547</u> | <u>2,493,145</u> |
| Total Assets | | | |
| Liabilities | | | |
| Current Liabilities | | | |
| Trade and Other Payables | 6 | 357,196 | 97,519 |
| Employee Provisions | 7 | 81,615 | 84,124 |
| | | <u>438,811</u> | <u>181,643</u> |
| Non Current Liabilities | | | |
| Employee Provisions | 7 | 7,002 | 6,240 |
| Borrowings | 8 | 345,645 | 367,098 |
| Total Non Current Liabilities | | <u>352,647</u> | <u>373,338</u> |
| Total Liabilities | | <u>791,458</u> | <u>554,981</u> |
| Net Assets | | <u>2,234,089</u> | <u>1,938,164</u> |
| Members Funds | | | |
| Retained Surplus | | 2,234,089 | 1,938,164 |
| Total Members Funds | | <u>2,234,089</u> | <u>1,938,164</u> |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC.

Statement of Changes in Equity

For the Year Ended 30 June 2017

| | Notes | Retained Earnings \$ | Total \$ |
|--------------------------------|-------|----------------------------|-------------------------|
| Balance at 1 July 2015 | | 1,317,041 | 1,317,041 |
| Profit (loss) attributable | | 621,123 | 621,123 |
| Transfers to and from reserves | | - | - |
| Balance at 30 June 2016 | | <u>1,938,164</u> | <u>1,938,164</u> |
| Profit (loss) attributable | | 295,925 | 295,925 |
| Transfers to and from reserves | | - | - |
| Balance at 30 June 2017 | | <u>2,234,089</u> | <u>2,234,089</u> |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC.

**Statement of Cashflows
As at 30 June 2017**

| | Note | 2017 \$ | 2016 \$ |
|---|-------------|--------------------------------|--------------------------------|
| Cash Flow from Operating Activities | | | |
| Receipts from operating activities | | 2,405,022 | 1,759,171 |
| Interest received | | 19,241 | 21,335 |
| Interest paid | | (21,840) | (23,219) |
| Payments to suppliers | | (859,892) | (229,230) |
| Payments to employees | | (950,801) | (814,874) |
| Net cash provided by operating activities | 12 | <u>591,730</u> | <u>713,183</u> |
| Cash Flow from Investing Activities | | | |
| Proceeds from sale of property, plant & equipment | | 20,000 | 29,000 |
| Payment for property, plant & equipment | | <u>(89,270)</u> | <u>(55,258)</u> |
| Net cash used in investing activities | | <u>(69,270)</u> | <u>(26,258)</u> |
| Cash Flow from Financing Activities | | | |
| (Payment) / Proceeds from Borrowings | | <u>(21,453)</u> | <u>(20,116)</u> |
| Net increase/(decrease) in cash held | | 501,007 | 666,809 |
| Cash at the beginning of Financial Year | | <u>1,445,435</u> | <u>778,626</u> |
| Cash at the end of Financial Year | 2 | <u><u>1,946,442</u></u> | <u><u>1,445,435</u></u> |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017

1. Statement of Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 and is a Charity registered under the Australian Charities and Not-for-profits Commission Act 2012 .

The Council have prepared the financial statements on the basis that the entity is a non-reporting entity because there are no users dependant on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the Associations Incorporation Reform Act 2012. The Association is a not-for-profit entity for financial reporting purposes under the Australian Accounting Standards.

The financial statements (exempt for cash flow information) have been prepared on an accruals basis and are based on historical costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets. The amounts presented in the financial statements have been rounded to the nearest dollar.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise. The financial statements were authorised for issue by the Council as per the Council Statement.

Accounting Policies

a. Income Tax

The Committee believe the Association is exempt from the payment of tax under Section 50-10 of the Income Tax Assessment Act 1997.

b. Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses. Property, land and buildings are carried at their fair value and based on the market valuation periodically, obtained from an independent valuer which determines the value.

The carrying amount of property, plant and equipment is reviewed annually by Council to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

1. Statement of Accounting Policies (cont.)

b. Property, Plant and Equipment (cont.)

In the event the carrying amount of plant and equipment is greater than the recoverable amount, the carrying amount is written down immediately to the estimated recoverable amount. A formal assessment of recoverable amount is made when impairment indicators are present (refer to Note 1(f) for details of impairment).

Plant and equipment that have been contributed at no cost, or for nominal cost, are recognised at the fair value of the asset at the date it is acquired.

Depreciation

Land is not depreciable. The depreciable amount of all fixed assets including buildings is depreciated on either a straight-line or diminishing value basis over their useful lives, commencing from the time the asset is available for use.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised in profit or loss in the period in which they arise. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

c. Superannuation

The Association contributes employer superannuation on behalf of permanent employees receiving greater than \$450 per month. The Association is not legally obligated to contribute greater than 9.5% superannuation guarantee levy.

d. Employee Benefits

Short-term employee provisions

The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled. Based on past experience, the Association does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the Association does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

1. Statement of Accounting Policies (cont.)

d. Employee Benefits (cont.)

Other long-term employee provisions

The non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures, and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Upon the remeasurement of obligations for other long-term employee benefits, the net change in the obligation is recognised in profit or loss as part of employee provisions expense.

The Association's obligations for long-term employee benefits are presented as non-current employee provisions in its statement of financial position, except where the company does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current employee provisions.

e. Revenue

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before the entity is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor or third party, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered; otherwise the grant is recognised as income on receipt.

Non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in profit or loss.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised as it accrues using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Revenue from the rendering of a service is recognised upon the delivery of the service to the customer. All revenue is stated net of the amount of goods and services tax.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

1. Statement of Accounting Policies (cont.)

f. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short term highly paid liquid investments with original maturities of three months or less and bank overdrafts.

g. Goods and Services Tax (GST)

Revenues, expenses, and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office (ATO). Receivables and payables in the Balance sheet are shown inclusive of GST. The net amount of GST recoverable from, or payable to the ATO is included with other receivables or payables in the statement of financial position. Cash flows are presented on an exclusive basis. The GST components of cash flows arising from investing or financing activities which are recoverable from or payable to, the ATO are presented as operating cashflows included in receipts from customers or payments to suppliers.

h. Impairment of Assets

At each reporting date, the Association assesses whether there is any indication that an asset may be impaired. The assessment will consider both external and internal sources of information. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of that asset, being the higher of the asset's fair value less costs of disposal and its value-in-use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is immediately recognised in profit and loss.

Where an impairment loss on a revalued asset is identified, this is debited against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

i. Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

| | | 2017 | 2016 |
|---|-----|------------------|------------------|
| | | \$ | \$ |
| 2. Cash and Cash Equivalents | | | |
| Petty Cash | | 43 | 125 |
| Cheque Accounts | | 1,436,124 | 686,171 |
| EFTPOS Account | | 4,090 | 1,965 |
| | | <u>1,440,257</u> | <u>688,261</u> |
| Reconciliation of Cash: | | | |
| Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the balance sheet as follows: | | | |
| Cash and cash equivalents | | 1,440,257 | 688,261 |
| Investments - Restricted | | 506,185 | 757,174 |
| | | <u>1,946,442</u> | <u>1,445,435</u> |
| 3. Receivables | | | |
| Receivables | | 1,600 | 1,355 |
| GST Refundable | | 14,318 | - |
| | | <u>15,918</u> | <u>1,355</u> |
| 4. Other current Assets | | | |
| Prepayments | | <u>1,498</u> | <u>711</u> |
| 5. Property, Plant & Equipment | | | |
| Land 131-133 Kepler Street | ** | 496,800 | 496,800 |
| Buildings 131-133 Kepler Street | | 432,069 | 432,069 |
| Less Accumulated Depreciation | | (36,824) | (26,021) |
| | * | <u>892,045</u> | <u>902,848</u> |
| Refuge Property at Cost | *** | 140,000 | 140,000 |
| Less Accumulated Depreciation | | (140,000) | (140,000) |
| | | <u>-</u> | <u>-</u> |
| Refuge Property Improvements at Cost | | 25,226 | 22,106 |
| Less Accumulated Depreciation | | (13,788) | (11,709) |
| | | <u>11,438</u> | <u>10,397</u> |
| Total Property & Improvements | | <u>903,483</u> | <u>913,245</u> |
| Plant and Equipment at Cost | | 206,204 | 154,401 |
| Less Accumulated Depreciation | | (149,505) | (129,244) |
| | | <u>56,699</u> | <u>25,157</u> |
| Motor Vehicles at Cost | | 146,984 | 140,985 |
| Less Accumulated Depreciation | | (45,477) | (33,743) |
| | | <u>101,507</u> | <u>107,242</u> |
| Total Property, Plant and Equipment | | <u>1,061,689</u> | <u>1,045,644</u> |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

| | 2017 | 2016 |
|---|----------------|----------------|
| | \$ | \$ |
| 5. Property, Plant & Equipment (cont.) | | |
| * A registered mortgage is held as security over Volume 10300 Folio 755 in favour of South-West Credit Union Co-Operative Ltd, Refer Note 11 regarding Secured Borrowings | | |
| ** Land value is based on the property valuation by Roger Cussens dated 22/7/2013 | | |
| *** Note a property is held for Emma house by Marvindel Inc. with a caveat held over the property by the Director of Housing forbidding the transfer or sale of the property. | | |
| 6. Trade and Other Payables | | |
| Current: | | |
| Accounts Payable | 87,395 | 55,575 |
| Payroll & Other Accruals | 44,117 | 6,627 |
| PAYG | 12,816 | 20,219 |
| Grants in Advance | 212,868 | - |
| GST Payable | - | 15,098 |
| | <u>357,196</u> | <u>97,519</u> |
| 7. Employee Provisions | | |
| Current | | |
| Employee Benefits - Annual Leave | 47,138 | 29,673 |
| Employee Benefits - Long Service Leave | 34,477 | 54,451 |
| | <u>81,615</u> | <u>84,124</u> |
| Non - Current | | |
| Employee Benefits - Long Service Leave | <u>7,002</u> | <u>6,240</u> |
| 8. Secured Borrowings | | |
| Mortgage - South West Credit | <u>345,645</u> | <u>367,098</u> |
| South West Credit holds a mortgage over the property situated at 131-133 Kepler Street title details: Volume 10300 Folio 755 | | |
| 9. Events after Balance Date | | |
| The Council is not aware of any events which have occurred subsequent to balance date which would materially affect the financial statements at 30th June, 2017. | | |
| 10. Related Party Transactions | | |
| The Association did not enter into any contracts with related parties. | | |
| 11. Contingent Liabilities | | |
| South West Credit holds a mortgage over the property situated at 131-133 Kepler Street title details : Volume 10300 Folio 755 | | |

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC

Notes to and forming part of the Financial Statements for the year ended 30 June 2017 (continued)

12. Cash Flow Information

| | | |
|--|----------------|----------------|
| Operations with Surplus from Ordinary Activities | | |
| Net Result for Year | 295,925 | 621,123 |
| Non-cash flows in Profit | | |
| Depreciation | 60,466 | 53,112 |
| Net(gain)/loss on disposal of assets | (7,241) | (5,689) |
| Changes in Assets & Liabilities | | |
| (Increase)/Decrease in Receivables | (14,563) | - |
| (Increase)/Decrease in Other Assets | (787) | (8,204) |
| Increase/(Decrease) in Payables | 259,677 | (7,734) |
| Increase/(Decrease) in Provisions | (1,747) | 13,210 |
| Net Cash Provided by Operating Activities | <u>591,730</u> | <u>665,818</u> |

13. Incorporation

The organisation received a Certificate of Incorporation from Consumer Affairs dated 14th August, 1986.

14. Income Tax Expense

The Committee believe the Association is exempt from the payment of tax under Section 50-10 Community Service of the Income Tax Assessment Act

15. Australian Charities and Not-For-Profit Commission (ACNC)

The organisation is registered with the ACNC as a charitable organisation.

EMMA HOUSE DOMESTIC VIOLENCE SERVICES INC.

**ANNUAL STATEMENTS GIVE TRUE AND FAIR VIEW OF FINANCIAL POSITION AND
PERFORMANCE OF INCORPORATED ASSOCIATION**

We, being members of the Council of Emma House Domestic Violence Incorporated, certify that -

- (1) The financial statements as set out on pages 1 to 11 present a true and fair view of the financial position of the Emma House Domestic Violence Inc. as at 30 June 2017 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012.
- (2) Emma House Domestic Violence Services Inc. will be able to meet its debts as and when they fall due.
- (3) The financial statements and notes as set out on pages 1 to 11 satisfy the requirements of the ACNC Act.


This declaration is signed in accordance with subs 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.



Signature

Faye Oliver

Name



Signature

Pam Jackson

Name

24/11/17

Dated

Warrnambool
257 Timor Street
P.O. Box 217
Warrnambool VIC 3280
Tel: 03 5564 0555
Fax: 03 5564 0500
Ausdoc DX: 28026

Camperdown
142 Manifold Street
Camperdown VIC 3260
Tel: 03 5557 0333

Colac
73 Gellibrand Street
Colac VIC 3250
Tel: 03 5231 1527

Hamilton
50 Thompson Street
Hamilton VIC 3300
Tel: 03 5551 3111

Mount Gambier
9 Wehl Street South
Mount Gambier SA 5290
Tel: 08 8724 0399

Casterton
72 Henty Street
Casterton VIC 3311
Tel: 03 5581 1000

Mortlake
108 Dunlop Street
Mortlake VIC 3272
Tel: 03 5599 2244

Port Fairy
62 Sackville Street
Port Fairy VIC 3284
Tel: 03 5568 2823

Terang
84 High Street
Terang VIC 3264
Tel: 03 5592 2020

Timboon
6 Main Street
Timboon VIC 3268
Tel: 03 5598 3466

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF EMMA HOUSE DOMESTIC VIOLENCE SERVICES INCORPORATED

Report on the Audit of the Financial Report

We have Audited the financial report of Emma House Domestic Violence Services Incorporated, which comprises the statement of financial position as at 30 June, 2017, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Council's declaration.

In our opinion the financial report of Emma House Domestic Violence Services Incorporated, is in accordance with Division 60 of the *Australian Charities and Not-for-Profits Commission Act 2012*, including:

- a. giving a true and fair view of the Emma House Domestic Violence Services Incorporated's financial position as at 30 June, 2017 and of its financial performance for the year then ended; and
- b. complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 the *Australian Charities and Not-for-profits Commission Regulation 2013*.

Basis for Opinion

We conducted our Audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the *Audit of the Financial Report* section of our report. We are independent of Emma House Domestic Violence Services Incorporated, in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* (ACNC Act) and the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to our Audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter - Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Emma House Domestic Violence Services Incorporated's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibility of the Council and Those Charged with Governance for the Financial Report

The Council of Emma House Domestic Violence Services Incorporated, are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the ACNC Act and the needs of the members. The Council's responsibility also includes such internal control as the Council determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Council are responsible for assessing Emma House Domestic Violence Services Incorporated's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Council either intend to liquidate Emma House Domestic Violence Services Incorporated, or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an Audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an Audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the Audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform Audit procedures responsive to those risks, and obtain Audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the Audit 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 Emma House Domestic Violence Services Incorporated's internal control
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council.

- Conclude on the appropriateness of the Council's use of the going concern basis of accounting and, based on the Audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Emma House Domestic Violence Services Incorporated's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the Audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause Emma House Domestic Violence Services Incorporated, to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the Audit and significant Audit findings, including any significant deficiencies in internal control that we identify during our Audit.



FELICITY MELICAN
PRINCIPAL

Dated this 24 November, 2017

257 Timor Street
Warrnambool VIC 3280

Ref: 1140560_1