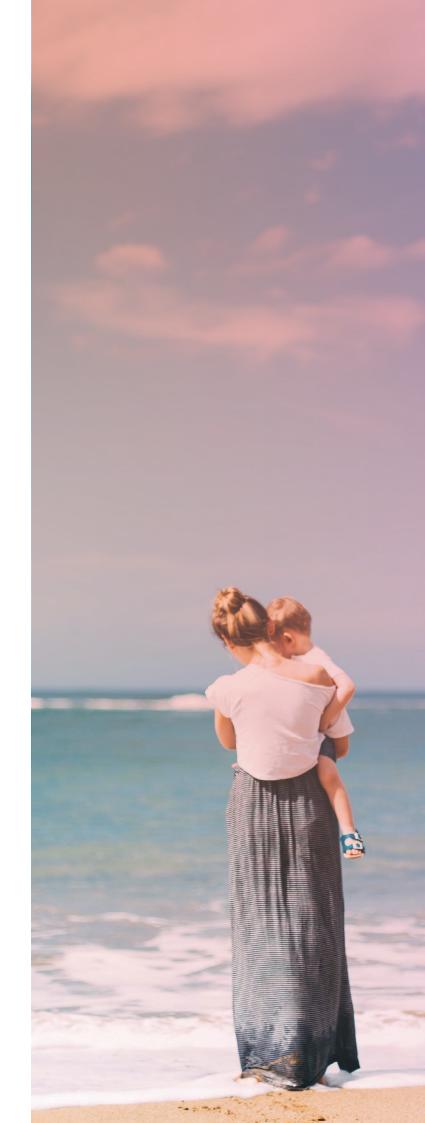
ANNUAL REPORT 2021-22

> Emma House

Emma House acknowledges the Aboriginal and Torres Strait Islander people as the traditional custodians of the continent, in particular the Gunditjmara people of the Maar nation upon whose lands we live and work. We pay our respects to their elders past, present and emerging and recognise their ongoing connection to land, waters and culture. Sovereignty has never been ceded. It always was and always will be, Aboriginal land.

We also remember the women and children who have been killed and harmed as a result of male family violence and pay tribute to the women who fought for the establishment women's services, and to our staff who continue the difficult work today to keep women and children safe.

Emma House actively values and promotes diversity in our community and affirms our commitment to always be inclusive and respectful to all people regardless of gender, age, race, sex, sexual orientation, level of ability, cultural or language background.







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## our vision

A SOCIETY
WHERE
WOMEN AND
CHILDREN
LIVE FREE
FROM
VIOLENCE.

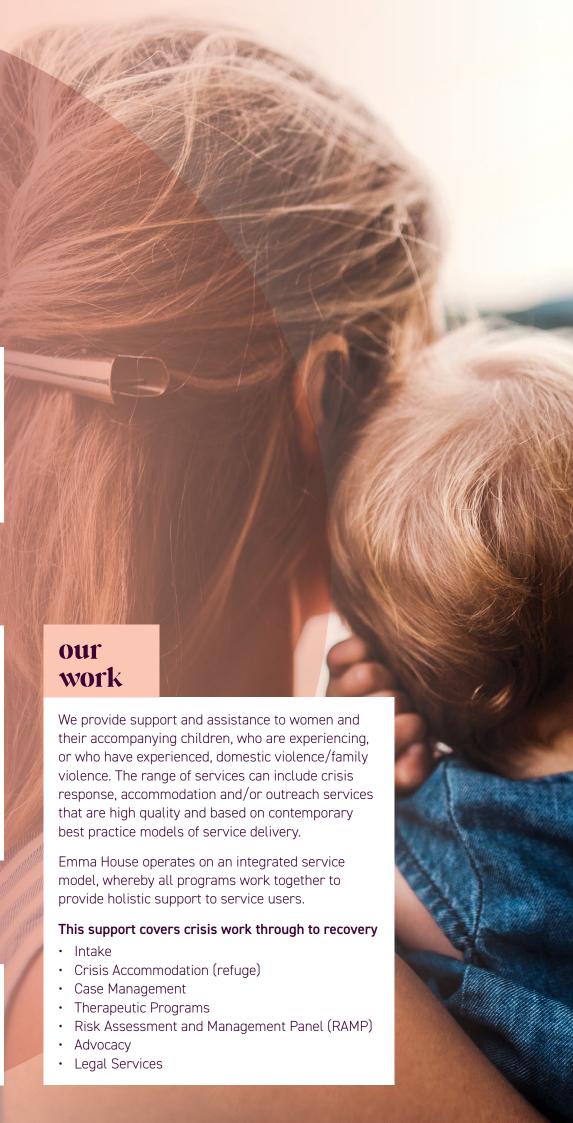
### our mission

Emma House Domestic Violence Services is a courageous feminist, client-lead organisation that aims to reduce the impact of domestic and family violence on individuals, women and children in our community.

## our values

The organisation works from a feminist perspective and values:

Compassion, Courage, Growth and Integrity.



# **2021-2022 Snapshot**



Cases managed by RAMP

428

Case management outreach response

78

After hours responses



Crisis Emergency housing

234

**Legal Program** 

Individual Service Users Assisted



Legal Services Provided

# Service users' feedback

66

"Without the support of the legal service, I wouldn't have got the outcome with gaining noncontact with a highly skilled ex who was seeking to abuse me via the court system."

66

"Very professional and support is more than I thought was possible. My workers have been educating me in respectful ways and support me with positive change and validating me. Which is important when seeking support. The ladies mentioned I really respect and hope one day I can have such an impact on people's lives as these ladies do. "

66

"Thank you so much for educating me about family violence. Your services are outstanding"

"Thank you so much for all your support and allowing us to be part of this wonderful program. What we are taking away from this is absolutely life changing"

# Chairpersons Report

On behalf of the Board, I welcome you to the Emma House Family and Domestic Violence Service Inc. Annual Report 2021/2022. Thank you for taking the time to read about our year.

It is a privilege to be working on the lands of First Nations Peoples and traditional custodians of the land and waterways across Wimmera South West. We respectfully acknowledge the Gunditjmara people and pay our respects to their Elders past, present and future. We acknowledge that sovereignty was not ceded. It always was and always will be Aboriginal Land.

We acknowledge the strength, trauma and resilience of all women, children and young people impacted by family violence. We remember those whose lives were taken and acknowledge the trauma of friends and family members who have lost loved ones.

We value the voices and lived experience of people impacted by gender based violence to inform our organisation and services. We acknowledge the women and children who are experiencing family violence today and offer our support.

Every single day, Emma House works towards ending this violence.

We acknowledge and share our deep appreciation to each and every staff member throughout this year. It has been a year of change and uncertainty, we commend their commitment to our clients and our community, each other and our organisation; they have gone above and beyond.

We wish to honour and acknowledge our much loved Executive Officer, Ruth Isbel who completed her time as CEO with us on 16 April 2021 and sadly passed away on 25 July 2021. We are grateful for her enduring bequest to Emma House which has established an annual staff award the Ruth Isbel Award. This award will inspire our staff to grow and develop into the type of leader that Ruth was.

This year has again brought about many challenges for Emma House. Another year of the pandemic sieged the world and affected our local community. We saw the pandemic bring a sweeping surge of family violence. This resulted in greater numbers of women and children requiring our services as well as an increase in the complexity of their needs.

Simultaneously, The Orange Door was implemented in our region, requiring new models of service delivery and creating increased workforce demands across our sector. Due to this greater demand and complexity, and the introduction of mandatory minimum qualifications for practitioners, the family violence sector state-wide has suffered staff shortages and ongoing difficulties in recruiting staff at all levels – we are no different.

This context only sought to increase the range of challenges that Emma House has faced, in delivering our services to the Southwest region. Despite extensive recruitment campaigns, we have been unable to secure a consistent high performing CEO and have had a number of short term appointments to the role. We, like many community service organisations have found the recruitment market difficult, particularly for leadership roles and corporate functions.

Sadly, we recognise that this has slowly eroded our ability to remain a robust and independent organisation. For a number of years now, as a small community based, volunteer led organisation, Emma House has recognised the increasing compliance and regulation requirements upon our sector.

The lack of consistent leadership has required that Emma House staff from across the organisation absorb additional duties on top of their already demanding workloads. A temporary resourcing shortage is manageable in organisations that have robust executive leadership teams and deeply embedded systems that can adapt to the daily demands of complex challenges.

However, our challenges have now become pernicious and longer term and are resulting in the erosion of our organisational capacity. The staff of Emma House have done an admirable job in maintaining their dedication and commitment to providing services to this region, while at the same time facing this perfect storm of increased demand, compliance requirements, COVID19 and resourcing strain – all without the presence of a consistent CEO or executive leadership team.

As a Board, we recognise there has been too much strain placed on Emma House over the past few years to remain a stand-alone entity. It is in this environment that we look to our sector partners.

During the past six months, we have built a partnership with The Sexual Assault and Family Violence Centre (The SAFV Centre), which generously offered us support and guidance as we navigated the extremely challenging period of governing an essential service in the absence of a consistent CEO.

The SAFV Centre shares our values and has a robust and functional operational and governance infrastructure to support Emma House and we look forward to strengthening this partnership into the future to enable Emma House a way forward in our current organisational crisis.

The Board thanks all our partner organisations, funding bodies, staff and clients for the support shown to Emma House.



**Gabrielle Toscan** Chairperson

# Highlights and Achievements

#### The Orange Door

In 2021 we joined The Orange Door as a key partner with the Victorian Government to support a visible entry point for victim/survivors. This is a significant change across Victoria to the way women and children enter the family violence system. The South West Orange Door, Warrnambool opened in October 2021 and the Emma House intake team moved over to become part of the team at the Orange Door. Whilst Emma House retains the capacity for women and children to present at Emma House and to receive support and legal services all of the police family violence reports are now sent to the Orange Door. Emma House has entered a partnership in the Orange Door with Brophy Family and Youth Services, Gunditjimara Aboriginal Cooperative, Winda Mara Aboriginal Corporation and Family Safety Victoria.

#### Emma House Community Legal Service

In November 2021, Emma House re-established its community legal service with the appointment of a Principal Solicitor and 2 lawyers. Emma House provides a duty lawyer service at Portland, Hamilton and Warrnambool for family violence matters listed each week, as well as providing an integrated service to women impacted by family violence and related legal issues. In June 2022, Emma House was successful in accessing funds to increase our legal services for diverse women impacted by family violence.

#### New Refuge

In August 2021, plans for a new refuge accommodation (the core and cluster model) were approved. This is an important development and will provide 24/7 care for women and their children escaping high risk family violence in six individual one, two and three bedroom units with a large office space including a number of meeting rooms and staff sleep over room. Ground has been broken on the project with an expected completion date in mid to late 2023.

# Expanded Client Support Services

Emma House continued to expand its services to include a dedicated therapeutic service, increased case management, brokerage, personal safety initiatives, the High risk RAMP coordination, sitting alongside an integrated approach to legal services.

#### **Partnerships**

Emma House continued to build our collaborative partnerships to enhance the integrated family violence system and ensure diverse women and their children can access timely inclusive services. Emma House entered a new exploratory agreement with The South West Centre Against Sexual Assault to build a legal services health partnership and commenced a collaborative partnership with The SAFV Centre based in Barwon and the Wimmera. Emma House also became the auspice for the Family Violence Partnership hosting a Principal Strategic Advisor for the South West Family Violence Partnership.

# **Board and Sub Committees**

Emma House is governed by a board who are committed to prevent and protect women and children against family violence.

Our values: compassion, courage, growth and integrity are central to our board and organisation.

#### Board Members 2021-2022

- · Gabrielle Toscan Chair
- Faye Oliver Deputy Chair (resigned May 2022)
- · Sue Kelly Deputy Chair
- Helen Ridgewell Secretary (resigned September 2021)
- · Leah Heinrich Secretary
- Rebecca Ratcliffe Treasurer (resigned May 2022)
- · Jodi Bateman Ordinary Board Member
- · Simone Renyard Ordinary Board Member
- Sophie O'Keeffe Ordinary Board Member

#### **Past Members**

We would like to recognise our past board members who retired throughout the year. We thank you for your dedication and commitment to the work Emma House delivers to women and children. We are grateful for your contribution.

- Faye Oliver Deputy Chair (retired May 2022)
- Rebecca Ratcliffe Board member & Treasurer (retired May 2022)
- Helen Ridgewell Board member (retired September 2021)

#### **Board Sub Committees**

Finance and Risk
Faye Oliver
Rebecca Ratcliffe
Casey Power (staff)
Jo Doman (staff)
Rachael Krepp (staff)

Quality & Safety
Gabrielle Toscan
Faye Oliver
Jodi Bateman
Jo Doman (staff)
Rachael Krepp (staff)

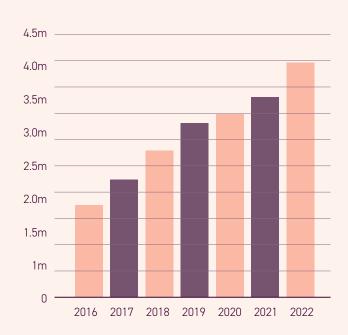
## Corporate Services

The corporate services team provide financial, human resource, quality and compliance, reception and administration services to support the Emma House programs and staff.

Other areas covered by corporate services include oversight of the IT functions of the agency, website and maintenance of the building, assets, and infrastructure.

Emma House continues to be the lead agency provider for Family Violence Flexible Support Packages. Across the 2021-2022 financial year funding of \$642,553 was received and 355 packages were provided to support people who are experiencing or have experienced family violence and satisfy the eligibility criteria.

#### **Revenue Growth**





# Case Management outreach program

The Case Management and Outreach Program provides responsive crisis case management services across the South West of Victoria, primarily from Warrnambool, but with outreach offices in Hamilton, Portland, Terang and Camperdown.

During the 2021-2022 financial year case management was provided to 428 women.

#### **Data Trends**

Case Management Outreach Program Clients - **428** 

After Hours Responses - 78

#### **Demographic Data**

22 women who identified as Aboriginal.

Supports provided to women born in **36** countries other than Australia

Supports provided in **5 languages other than English** with the support of interpreters

# Crisis Accommodation Program

Emma House supported **89 women** and families in refuge and transitional homes.

There has been significant growth in demand across the program. The properties provide safe and secure crisis short term housing for our clients whilst exploring longer term housing options. Systemic long term housing issue have been exacerbated by the COVID19 pandemic.

The next 12 months will be an exciting time for the program and Emma House with the construction of our long-awaited core and cluster refuge. The ground has been broken and we are looking forward to moving towards the therapeutically researched model.

The model will include six individual one, two and three bedroom units with a large office space including a number of meeting rooms and staff sleep over room.

We have welcomed a Specialist Family Violence Children's Crisis Accommodation Practitioner to the team. The core objective of the role is to ensure that each child is seen as a victim survivor in their own right with their own support, risk assessment and case management addressing factors including the impact of trauma on development and behaviour through their exposure to family violence.

# Therapeutic Services Program

The Therapeutic Services program is a dynamic new program focus for Emma House, established utilising pre-existing funding in a targeted and focused way to provide evidence-based family violence counselling within a trauma recovery model.



Service is delivered via individual, group and dyadic based interventions for women, children and young people who are victim/survivors of domestic abuse and family violence.

Under the umbrella of Therapeutic Services, we have Women's Recovery Counselling, Parenting Trauma Education, and Children's Recovery Counselling (previously known as Therapeutic Children's Program). Emma House's component of The South West Family Violence Partnership Program also sits within the Therapeutic Services Program.

The Family Violence Partnership Program provides a range of individual and group recovery-based options for people who are now safe but experiencing longer term trauma impacts due to the perpetration of family violence.

The work we do in Therapeutic Services is always relational- our focus is on connection, safety and relationship. We work primarily to support women and children to heal within their relationships- with their children, their families and with themselves. Our work with women and children is grounded in the research and evidence-base of the neurobiology of attachment, intersubjectivity and trauma.

Whilst the Therapeutic Services Program is in its infancy, we are very excited to be able to provide specialist family violence recovery counselling to women and children across the South West region and we enthusiastically look forward to a very strong future of development and growth. Alongside the delivery of service, we are currently working on program consolidation, referral pathways and resource development. As we improve our data collection, establish service demand through client waitlists and engagement with external potential referral points, we are confident we will demonstrate a strong business case for further funding to support the growth and expansion of Therapeutic Services within Emma House.

## Client Services

#### Personal Safety Initiative

The Personal Safety Initiative (PSI) assists victim survivors of family violence to remain safely in their homes in the Wimmera Southwest. The PSI is a Family Safety Victoria initiative that aims to strengthen the appropriateness and quality of personal safety, security, and technology responses in a consistent manner as part of a broader plan for the safety, stability, and wellbeing of victim survivors.

A PSI response generally includes undertaking a safety and security audit. From this audit home modifications are recommended to support a victim survivors' safety; including technology responses (e.g., CCTV, personal safety device, 'sweeping' devices for monitoring); home modification responses (e.g., security upgrades to doors/windows, lock changes, sensor lighting); and/or 'debugging' (e.g., home, car, and/or workplace).

In the 2021-2022 year Emma House supported 145 victim survivors of family violence with PSI responses. This included 40 Personal Safety Devices and 79 Safety and Security Audits.

#### Risk Assessment and Management Panel

Emma House Domestic Violence Services is the auspice agency for the Southwest Risk Assessment & Management Panel (RAMP). RAMP is a formally convened multi-agency risk mitigation panel targeting cases of serious family violence including women and children.

RAMP continues to navigate the challenges posed by COVID19 and the escalation in complex and serious family violence impacting the South West region. Despite this, RAMP has been able to achieve substantial positive outcomes for women and children involved.

Women referred to RAMP are identified to be at serious risk of family violence and require comprehensive holistic risk assessment and coordinated action planning to lessen the threat to her and her children. RAMP is not a substitute for the existing system response however works to enhance the system response for women and children. RAMP's not only focus on the women and children's safety and advocacy, but also emphasize perpetrator accountability.

Aside from the day-to-day duties and oversight of high risk cases within the region, RAMP has also continued to work on its interface with the SW Orange Door as well as providing education & support to other agencies in the South West who are overseeing complex cases of high risk family violence.

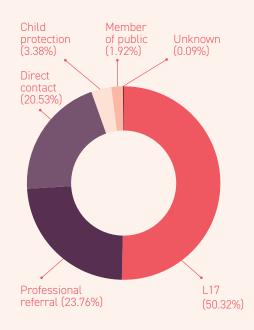
2022 New Cases - 33

#### The Orange Door

The South West Orange Door opened in Warrnambool in October 2021. The Orange Door is a partnership between Family Safety Victoria, Victoria Police, Emma House, Winda-Mara Aboriginal Corporation, Brophy Family and Youth Services, and Gunditimara Aboriginal Cooperative to offer a range of family violence services to adults, children and young people who are experiencing or have experienced family violence and for parents who need additional support to care for their children. The Orange Door is the main intake point into case management and legal services offered by Emma House.

The Orange Door did not operate for the full financial year, but in the time it has been open 2192 Screenings have been completed.

**Referral Source** (Warrnambool Orange Door Data 2021-2022)



# Legal program

The Emma House Legal Program provides advice and assistance to family violence victim survivors in southwest Victoria.

Over the past 12 months the legal program has experienced significant growth. The team has grown from one full time solicitor to a team of three solicitors with expertise in family violence and family law.

Further growth has been secured through additional funding obtained to increase the legal team's capacity to provide legal services.

The legal program provides legal services alongside crisis, short term and longer-term support for women and children impacted by family violence and other forms of gender-based violence including sexual assault.

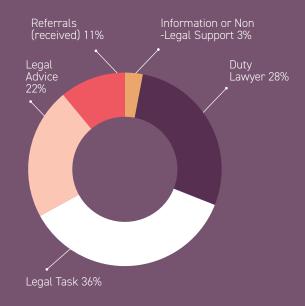
Throughout 2021/22, the legal program assisted 234 service users and provided 514 services.

- 9% of service users had a disability or mental illness
- 3% of service users identified as Aboriginal
- 2% of service users were from CALD backgrounds
- 3% of service users were homeless
- 91 service users reported experiencing financial disadvantage.

#### Service User by Law Type

# Criminal Law 18% Civil Law 81%

#### Service Type Provided



# **Acknowledgements**

Emma House Domestic Violence Services Inc. would like to acknowledge and sincerely thank the generosity of individuals, community organisations and businesses that have generously supported EHDVSI over the past 12 months.

We receive numerous donations from individuals for which we are extremely grateful. These donations contribute to our ability to provide flexible options for women and children.

We would also like to acknowledge our sector partners whose support and assistance enable us to continue to provide a comprehensive service tailored to our client's needs.

| Australian Childhood Foundation                                | OzChild  |  |
|--|--|--|
| Bethany Family Services  | Safe and Equal                                   |  |
| Brophy Family & Youth Services                                 | Safe Steps                                       |  |
| Centacare  | Salvo Connect                                    |  |
| Child & Adolescent Mental Health<br>Services                   | South West Healthcare                            |  |
| Colac Otway and Corangamite Child and Family Services Alliance | South West Child and Family Services Alliance    |  |
| Corrections Victoria   | South Western Centre Against Sexual<br>Assault   |  |
| Corangamite Shire Council                                      | The Orange Door South West                       |  |
| Department of Families, Fairness and Housing                   | The Sexual Assault and Family Violence<br>Centre |  |
| Department of Justice and Community                            | Victorian Legal Aid                              |  |
| Safety   | Victoria Police                                  |  |
| Family Safety Victoria   | Warrnambool City Council                         |  |
| Federation of Community Legal Centres                          | Warrnambool Food Share                           |  |
| Glenelg Shire Council  | Western District Health Service                  |  |
| Grampians Community Health                                     | Western Regional Alcohol & Drug                  |  |
| Gunditimara Aboriginal Cooperative                             | Service  |  |
| Limited  Kirrae Health Services                                | Wimmera & South West Family Violence Partnership |  |
| Maternal and Child Health                                      | Winda-Mara Aboriginal Corporation                |  |
| MacKIllop Family Services                                      | Women's Health and Wellbeing Barwon              |  |
| Mpower   | South West                                       |  |

Annual Report 2021-22

# Financial Statements

#### Statement of Comprehensive Income

For the Year Ended 30 June 2022

|  |         | 2022      | 2021      |
|--|---------|-----------|-----------|
| Income   | Note    | \$        | \$        |
| Funding  |         |           |           |
| Victorian Legal Aid                                    |         | 326,220   | 314,219   |
| Department of Families, Fairness and Housing           |         | 3,894,587 | 3,306,056 |
| Department of Justice and Regulation                   |         | -         | 10,250    |
| Australian Communities Foundations Grant               |         | 30,000    | -         |
| DFFH - Capital Grant                                   |         | 83,838    | -         |
| SWHC   |         | 30,000    | -         |
| Other Income   |         |           | 50,000    |
| Government Cash Flow Boost                             |         | -         | 50,000    |
| Donations  |         | 27,969    | 13,592    |
| Interest   |         | 10,897    | 26,399    |
| Paid Parental Leave                                    |         | 34,018    | 7,539     |
| Rental income  |         | 9,616     | 7,657     |
| Reimbursements (including workcover)                   |         | 14,022    | 122,853   |
| Sundry   | •       | 23,142    | 13,594    |
| Total Revenue  | •       | 4,484,309 | 3,872,159 |
| Expenditure  |         |           |           |
| Accounting, Audit and Bookkeeping                      |         | 16,845    | 10,675    |
| Accreditation project                                  |         | 15,000    | 7,761     |
| Administration costs                                   |         | 139,382   | 88,592    |
| Client costs   |         | 940,033   | 898,765   |
| Consultancy  |         | 41,903    | 5,762     |
| Depreciation   |         | 63,609    | 65,235    |
| IT Expenses  |         | 38,724    | 14,477    |
| Locum Services   |         | 71,793    | 53,593    |
| Loss on Sale of Assets                                 |         | -         | 1,028     |
| Minor equipment purchases                              |         | 12,492    | 10,330    |
| Project Expenses                                       |         | 17,015    | 49,525    |
| Staff cost including recruitment, training and medical |         | 146,982   | 76,384    |
| Room Hire  |         | 4,539     | 6,099     |
| Repairs and Maintenance                                |         | 33,523    | 35,413    |
| Salary expenses  |         | 2,639,015 | 1,981,599 |
| Telephone & Internet                                   |         | 26,705    | 29,514    |
| Vehicle expenses                                       |         | 17,942    | 17,629    |
| Workcover premium                                      |         | 64,711    | 52,533    |
| Total Expenditure                                      | •       | 4,290,213 | 3,404,914 |
| Surplus for the year                                   |         | 194,096   | 467,245   |
| Other comprehensive Income for the Year                |         |           |           |
| Adjustment on Revaluation of Land & Buildings          | 1(b)(h) | -         | 5,403     |
| Total comprehensive Income for the Year                |         | 194,096   | 472,648   |

#### Statement of Financial Position For the Year Ended 30 June 2022

| Assets Current Assets                                    | Note | 2022<br>\$ | 2021<br>\$ |
|--|------|------------|------------|
| Cash and Cash Equivalents                                | 2    | 2,964,388  | 1,259,810  |
| Investments  | 2    | 1,745,945  | 1,736,773  |
| Receivables  | 3    | 23,252     | -          |
| Other current assets                                     | 4    | 115,978    | 189,081    |
|  |      | 4,849,563  | 3,185,664  |
| Non Current Assets                                       |      |            |            |
| Property ,Plant and Equipment                            | 5    | 1,096,953  | 986,536    |
| Total Assets   |      | 5,946,516  | 4,172,200  |
| Liabilities Current Liabilities Trade and Other Payables | 6    | 2,276,101  | 815,955    |
| Employee Provisions                                      | 7    | 284,029    | 159,903    |
|  |      | 2,560,130  | 975,858    |
| Non Current Liabilities                                  |      |            |            |
| Employee Provisions                                      | 7    | 9,358      | 13,410     |
| Total Non Current Liabilities                            |      | 9,358      | 13,410     |
| Total Liabilities  |      | 2,569,488  | 989,268    |
| Net Assets   |      | 3,377,028  | 3,182,932  |
| Members Funds  |      |            |            |
| Retained Surplus   |      | 3,371,625  | 3,177,529  |
| Reserves   |      | 5,403      | 5,403      |
| Total Members Funds                                      |      | 3,377,028  | 3,182,932  |

# Statement of Changes in Equity For the Year Ended 30 June 2022

|  | Notes   | Retained<br>Earnings<br>\$ | Asset<br>Revaluation<br>Reserve | Total<br>\$ |
|--|---------|----------------------------|---------------------------------|-------------|
| Balance at 1 July 2020                               |         | 2,710,284                  | -                               | 2,710,284   |
| Profit (loss) attributable Total other comprehensive |         | 467,245                    | -                               | 467,245     |
| income for the year                                  | 1(b)(h) | -                          | 5,403                           | 5,403       |
| Transfers to and from reserves                       |         | -                          | -                               | -           |
| Balance at 30 June 2021                              | -       | 3,177,529                  | 5,403                           | 3,182,932   |
| Profit (loss) attributable Total other comprehensive |         | 194,096                    | -                               | 194,096     |
| income for the year                                  | 1(b)(h) | -                          | -                               | -           |
| Transfers to and from reserves                       | _       | -                          |                                 | -           |
| Balance at 30 June 2022                              |         | 3,371,625                  | 5,403                           | 3,377,028   |

#### Statement of Cashflows

For the Year Ended 30 June 2022

|   | Note | 2022<br>\$             | 2021<br>\$           |
|---|------|------------------------|----------------------|
| Cash Flow from Operating Activities   |      |                        |                      |
| Receipts from operating activities  |      | 5,748,475              | 4,298,516            |
| Interest received   |      | 10,897                 | 26,399               |
| Payments to suppliers   |      | (1,475,264)            | (1,563,224)          |
| Payments to employees   |      | (2,396,332)            | (1,968,348)          |
| Net cash provided by operating activities   | 12   | 1,887,776              | 793,343              |
| Cash Flow from Investing Activities Proceeds from sale of property, plant & equipment Payment for property, plant & equipment Net cash used in investing activities |      | (174,026)<br>(174,026) | (13,771)<br>(13,771) |
| Net increase/(decrease) in cash held  |      | 1,713,750              | 779,572              |
| Cash at the beginning of Financial Year   |      | 2,996,583              | 2,217,011            |
| Cash at the end of Financial Year   | 2    | 4,710,333              | 2,996,583            |

# Notes to and forming part of the Financial Statements For the Year Ended 30 June 2022

#### 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. It is noted that property held with restriction on sale by the Service has been carried at historical cost. Refer Note 5(c) for further detail.

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.

# Notes to and forming part of the Financial Statements For the Year Ended 30 June 2022 (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 10% 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.

#### Notes to and forming part of the Financial Statements For the Year Ended 30 June 2022 (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.

# Notes to and forming part of the Financial Statements For the Year Ended 30 June 2022 (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.

#### Notes to and forming part of the Financial Statements

For the Year Ended 30 June 2022 (continued)

|    | FOI THE TEAL ENGED SC   | ) Julie 2022 (60 | 2022                   | 2021         |
|----|---|------------------|------------------------|--------------|
| _  | Cook and Cook Equivalents   |                  | \$                     | \$           |
| 2. | Cash and Cash Equivalents Petty Cash  |                  | 71                     | 71           |
|    | Cheque and at call savings Accounts   |                  | 2,963,836              | 1,259,243    |
|    | EFTPOS Account  |                  | 481                    | 496          |
|    |   |                  | 2,964,388              | 1,259,810    |
|    | Reconciliation of Cash:   |                  |                        |              |
|    | Cash at the end of the financial year as s items in the balance sheet as follows: | hown in the cas  | sh flow statement is r | econciled to |
|    | Cash and cash equivalents   |                  | 2,964,388              | 1,259,810    |
|    | Investments - Restricted  |                  | 1,745,945              | 1,736,773    |
|    |   |                  | 4,710,333              | 2,996,583    |
| 3. | Receivables   |                  |                        |              |
|    | Receivables   |                  | 23,252                 |              |
| 4. | Other current Assets  |                  | 23,252                 |              |
| 4. | Prepayments   |                  | 115,978                | 189,081      |
|    |   |                  | <u> </u>               | ·            |
| 5. | Property, Plant & Equipment   |                  |                        |              |
|    | Land 131-133 Kepler Street  | (a)              | 445,000                | 445,000      |
|    | Buildings 131-133 Kepler Street   | (b)              | 405,000                | 405,000      |
|    | Less Accumulated Depreciation   |                  | (10,153)               | (28)         |
|    |   | (a)              | 839,847                | 849,972      |
|    | Refuge Property at Cost   | (c)              | 140,000                | 140,000      |
|    | Less Accumulated Depreciation   | ( )              | (140,000)              | (140,000)    |
|    |   |                  |                        | -            |
|    | Refuge Property Improvements at Cost  |                  | 25,225                 | 25,225       |
|    | Less Accumulated Depreciation   |                  | (20,974)               | (20,058)     |
|    |   |                  | 4,251                  | 5,167        |
|    | WIP - TH Property Improvements at Cost  | t                | 92,386                 | -            |
|    | WIP - Kepler Street Property Improvemen   | nts at Cost      | 20,890                 | -            |
|    | Total Property & Improvements   |                  | 957,374                | 855,139      |
|    | Plant and Equipment at Cost   |                  | 231,423                | 170,673      |
|    | Less Accumulated Depreciation   |                  | (170,184)              | (143,728)    |
|    |   |                  | 61,239                 | 26,945       |
|    | Motor Vehicles at Cost  |                  | 165,590                | 165,590      |
|    | Less Accumulated Depreciation   |                  | (87,250)               | (61,138)     |
|    |   |                  | 78,340                 | 104,452      |
|    | Total Property, Plant and Equipment   |                  | 1,096,953              | 986,536      |

#### Notes to and forming part of the Financial Statements

For the Year Ended 30 June 2022 (continued)

2022 2021 \$ \$

#### 5. Property, Plant & Equipment (cont.)

- (a) The title search for the property 131-133 Kepler Street is Volume 10300 Folio 755
- (b) Land and Buildings value is based on the property valuation by Roger Cussens dated 30/06/2021.
- (c) Note a property is held for Emma house by Marvindel Inc. with a caveat held over the property by the Director of Housing which does not allow the transfer or sale of the property. Given the restriction on sale and therefore value to the Service, this property is carried at historical cost.

#### 6. Trade and Other Payables

| Cι |  |  |
|----|--|--|
|    |  |  |
|    |  |  |
|    |  |  |

| 80,888    | 79,844  |
|-----------|---|
| 14,268    | 48,084  |
| 109,247   | 59,741  |
| 1,904,853 | 606,538   |
| 117,845   | 21,748  |
| 24,000    | -   |
| 25,000    | -   |
| 2,276,101 | 815,955   |
|           |   |
| 50.219    | 25,515  |
| 199,824   | 119,229   |
| 33,986    | 15,159  |
| 284,029   | 159,903   |
|           |   |
| 9,358     | 13,410  |
|           | 14,268<br>109,247<br>1,904,853<br>117,845<br>24,000<br>25,000<br><b>2,276,101</b><br>50,219<br>199,824<br>33,986<br>284,029 |

#### 8. Reserves

Asset Revaluation Reserve - held in relation to revaluation of land and buildings.

#### 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 statement as at 30 June, 2022.

#### 10. Related Party Transactions

The Association did not enter into any contracts with related parties.

#### 11. Contingent Liabilities

The Council is not aware of any contingent liabilities at 30 June, 2022. (2021 - Nil)

#### Notes to and forming part of the Financial Statements

For the Year Ended 30 June 2022 (continued)

|     |  | 2022         | 2021      |
|-----|--|--------------|-----------|
| 12. | Cash Flow Information                            | \$           | \$        |
|     | Operations with Surplus from Ordinary Activities |              |           |
|     | Net Result for Year                              | 194,096      | 467,245   |
|     | Non-cash flows in Profit                         |              |           |
|     | Depreciation                                     | 63,609       | 65,235    |
|     | Net(gain)/loss on disposal of assets             | <del>-</del> | (26,041)  |
|     | Changes in Assets & Liabilities                  |              |           |
|     | (Increase)/Decrease in Receivables               | (23,252)     | (133,632) |
|     | (Increase)/Decrease in Other Assets              | 73,103       | (3,304)   |
|     | Increase/(Decrease) in Payables                  | 1,460,146    | 102,461   |
|     | Increase/(Decrease) in Provisions                | 120,074      | 26,776    |
|     |  |              |           |
|     | Net Cash Provided by Operating Activities        | 1,887,776    | 498,740   |

#### 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.

# 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 2022 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                     | Signature       |
|-------------------------------|-----------------|
| Gabrielle Toscan              | Sophie O'keeffe |
| Name                          | Name            |
| 5 <sup>th</sup> December 2022 |                 |
| Dated                         |                 |



# 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, 2022, 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, 2022 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.

Our Offices:

Warrnambool Colac Casterton Mortlake

info@sinclairwilson.com.au

Hamilton Port Fairy Mount Gambier Terang Camperdown Timboon



#### 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 2 December, 2022

257 Timor Street Warrnambool VIC 3280

Ref: 1960996\_1

# Annual Report 2021-22