

# Performance Report

Motueka Women's Support Link Incorporated  
For the year ended 31 March 2023

Prepared by Smart Business Centre Motueka Limited

# Contents

3	Entity Information
5	Approval of Financial Report
6	Statement of Service Performance
8	Statement of Financial Performance
10	Statement of Changes in Equity
11	Statement of Financial Position
12	Statement of Cash Flows
13	Depreciation Schedule
14	Statement of Accounting Policies
15	Notes to the Performance Report
16	Independent Assurance Practitioners's Review Report

# Entity Information

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

### 'Who are we?', 'Why do we exist?'

Motueka Women's Support Link (also known as Women's Support Motueka) offers free of charge support, advocacy and counselling to women who are going through any concerns including: Family Violence, involving physical, psychological, sexual and financial abuse. Other matters such as depression, anxiety, financial difficulties, grief, health matters, loneliness, relationship issues and any other worries. Our qualified staff are comprised of counselors who are available to listen and provide information and refer clients to the most appropriate agency for their situation.

### Legal Name of Entity

Motueka Woman's Support Link Incorporated  
also known as Women's Support Motueka

### Entity Type and Legal Basis

Incorporated Society

### Registration Number

Charity Commission number CC34846

### Entity's Purpose

To empower women of all ages to recognise their resourcefulness and reach their full potential.  
To increase safety for women and children and promote healthy, non-violent relationships.  
To understand the implications of Te Tiriti O Waitangi and offer individuals culturally appropriate services.  
We do this through support, counselling, advocacy, crisis support service and community mobilisation

### Entity Structure

Service Manager – 30 hours per week.  
Senior Case Manager/Counsellor – 24 hours per week.  
Case Manager/Counselor – 24 hours per week.  
Case Manager/Counselor – 18 hours per week.  
Community Engagement Coordinator – 30 hours per week.

### Main Sources of Entity's Cash and Resources

Funding/grant requests.

### Entity's Reliance on Volunteers and Donated Goods or Services

We receive support from volunteers and Board members. Since our AGM in July 2022 we elected six Board members.

### Physical Address

Community House, Decks Reserve, Wallace St, Motueka 7120

**Postal Address**

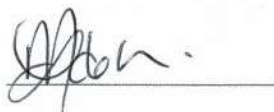
PO Box 350, Motueka, Motueka, New Zealand, 7143

# Approval of Financial Report

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

The Committee are pleased to present the approved financial report including the historical financial statements of Motueka Woman's Support Link Incorporated for year ended 31 March 2023.

APPROVED



Chairperson

Date

# Statement of Service Performance

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

'What did we do?', 'When did we do it?'

### Description of Entity's Outcomes

Women's Support Motueka responds to the New Zealand Police Reports that are referred almost daily to our service (331 number of referrals over the past 12 months). After the police have attended the incident or assault and the report has been sent to us, our goal is to make contact with the woman as soon as possible, to check on her safety and well being. We offer support, establish a safety plan and discuss and explain possible legal interventions that may be necessary. Our case managers/counselors will accompany clients with lawyers, police interviews or any other organisation, as well as liaising witness services.

### Police Report Response Procedure:

- \*Receive and review report:
- \*Make contact with client via phone
- \*Potential appointment with Case Management - initial risk assessment
- \*Liaise with Solicitor - Protection Order/Parenting Order
- \*Liaise with WINZ and/or GP (other social agencies)
- \*Schedule ongoing support sessions - safety planning
- \*Crisis Counselling and Long-Term Therapy are critical aspects of our crisis response work.

We participate in Family Violence Inter-agency Response System (FVIARS) held weekly. These agencies include Police, Oranga Tamariki, Corrections, Work and Income and RISE - Living Safe. We discuss all family violence call outs that have occurred over the previous week as well as follow ups with of any situations we are particularly concerned about. Victim safety is enhanced by each agency sharing information.

	2023	2022
<b>Description and Quantification of the Entity's Outputs</b>		
Total number of referrals from Police call outs (excluding repeats)	331	255
Total number of referrals	474	435
Total number of referrals that involve family harm	442	368

### Description and Quantification of the Entity's Outputs

Total number of counselling hours: 279\*

\* We have two counselors instead of three from July 2022 to September 2023 hence numbers are lower than previous year.

### Additional Funding

Raise addition funds by way of Grants and donations to support the Society's activities.

	2023	2022
<b>Grants and Donations</b>		
Grants	78,024	73,750

	2023	2022
Donations	9,347	7,348
<b>Total Grants and Donations</b>	<b>87,371</b>	<b>81,098</b>

### Additional Output Measures

We receive feedback from our clients through Survey Monkey.

### Additional Information

Due to a raise in family harm awareness, we have seen an increase in demand. COVID-19 and the insecurities that happen around that have also played an important part in this increase in demand.

# Statement of Financial Performance

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

'How was it funded?' and 'What did it cost?'

	NOTES	2023	2022
<b>Revenue</b>			
<b>Grants</b>			
Rata Foundation		25,000	6,250
Lion Foundation		-	5,000
Lotteries Grants		39,524	54,000
C.O.G.S Funding		8,000	8,000
Grants - Other		5,500	500
<b>Total Grants</b>		<b>78,024</b>	<b>73,750</b>
<b>Donations &amp; Fundings</b>			
Fundraising Income		1,433	-
Donations Received		9,347	7,348
<b>Total Donations &amp; Fundings</b>		<b>10,780</b>	<b>7,348</b>
<b>Other revenue</b>			
Interest Received		2,641	268
Sundry Income		1,318	-
<b>Total Other revenue</b>		<b>3,959</b>	<b>268</b>
<b>Revenue from providing goods or services</b>			
MSD Funding		116,750	140,750
OT Min for Child		17,689	13,005
<b>Total Revenue from providing goods or services</b>		<b>134,439</b>	<b>153,755</b>
<b>Total Revenue</b>		<b>227,202</b>	<b>235,121</b>
<b>Expenses</b>			
<b>Volunteer and employee related costs</b>			
Accident Compensation Levy		383	392
Training		5,532	1,353
Travel Milage		402	326
Wages & Salaries		146,919	135,903
Staff Wellbeing		1,160	632
Supervision		5,647	5,866
Cultural Supervision		1,170	900
<b>Total Volunteer and employee related costs</b>		<b>161,213</b>	<b>145,372</b>
<b>Costs related to providing goods or service</b>			
Adventure Therapy Group		2,702	-
Record Management Contract		-	3,990
Women's Group		3,458	3,483
Books & Videos		84	218

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.



	NOTES	2023	2022
Lunches & Tea		1,623	1,386
Subscriptions		2,022	1,561
Client Management System		2,580	6,225
Website		948	674
Consultant/Mentor		-	8,272
Support Worker		-	210
Counselling Case Management		-	490
Client Support		1,957	1,743
Community Engagement		13,919	8,959
Policies Maintenance		5,564	1,692
Accountancy Fees		345	375
Advertising		273	571
Charities Commission		44	44
Computer Expense		216	2,380
Insurance		3,025	1,941
Printing & Stationary		1,463	2,940
Rent		6,197	5,417
Bank Charges		140	149
Repairs & Maintenance		1,347	1,244
Telephone & Cellphones		1,860	1,701
Gifts & Donations		651	1,720
Governance Costs		1,995	-
<b>Total Costs related to providing goods or service</b>		<b>52,412</b>	<b>57,386</b>
<b>Depreciation</b>			
Depreciation		1,022	322
<b>Total Depreciation</b>		<b>1,022</b>	<b>322</b>
<b>Total Expenses</b>		<b>214,647</b>	<b>203,080</b>
<b>Surplus/(Deficit) for the Year</b>		<b>12,555</b>	<b>32,040</b>

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.

# Statement of Changes in Equity

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

	2023	2022
<b>Equity</b>		
Opening Balance	116,312	84,272
<b>Increases</b>		
Surplus/(deficit) for the Period	12,555	32,040
<b>Total Increases</b>	<b>12,555</b>	<b>32,040</b>
<b>Total Equity</b>	<b>128,867</b>	<b>116,312</b>

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.

# Statement of Financial Position

## Motueka Women's Support Link Incorporated As at 31 March 2023

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2023	31 MAR 2022
<b>Assets</b>			
<b>Current Assets</b>			
<b>Bank accounts and cash</b>			
Petty Cash		16	75
Westpac 00 Cheque Account		28,757	852
Westpac 00 Cash Account		98	278
Westpac 25 Bonus Saver		136,724	207,659
<b>Total Bank accounts and cash</b>		<b>165,595</b>	<b>208,864</b>
GST Receivable		-	8,726
<b>Total Current Assets</b>		<b>165,595</b>	<b>217,589</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment		1,030	1,287
<b>Investments</b>			
Term Deposit		120,000	30,000
<b>Total Non-Current Assets</b>		<b>121,030</b>	<b>31,287</b>
<b>Total Assets</b>		<b>286,625</b>	<b>248,877</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
GST Payable		20,722	-
Unused donations and grants with conditions	1	137,035	132,565
<b>Total Current Liabilities</b>		<b>157,757</b>	<b>132,565</b>
<b>Total Liabilities</b>		<b>157,757</b>	<b>132,565</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>128,867</b>	<b>116,312</b>
<b>Accumulated Funds</b>			
Accumulated surpluses or (deficits)		128,867	116,312
<b>Total Accumulated Funds</b>		<b>128,867</b>	<b>116,312</b>

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.

# Statement of Cash Flows

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

	2023	2022
<b>Cash Flows from Operating Activities</b>		
Donations, fundraising and other similar receipts	244,744	339,558
Interest, dividends and other investment receipts	2,641	268
Cash receipts from other operating activities	1,318	-
GST	12,418	(36,352)
Payments to suppliers and employees	(212,008)	(206,352)
Cash flows from other operating activities	(1,623)	(1,591)
<b>Total Cash Flows from Operating Activities</b>	<b>47,490</b>	<b>95,531</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Payments to acquire property, plant and equipment	(764)	-
Payments to purchase investments	(90,000)	-
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(90,764)</b>	<b>-</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>(43,275)</b>	<b>95,531</b>
<b>Bank Accounts and Cash</b>		
Opening cash	208,869	113,338
Net change in cash for period	(43,275)	95,531
Closing cash	165,595	208,869

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Depreciation Schedule

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

NAME	PURCHASED	OPENING VALUE	COST	PURCHASES	RATE	DEPRECIATION	CLOSING VALUE
<b>Office Equipment</b>							
Laptops (2)	14 Sep 2020	1,287	1,822	-	20.00%	257	1,030
New Laptop	15 Jun 2022	-	764	764		764	-
<b>Total Office Equipment</b>		<b>1,287</b>	<b>2,586</b>	<b>764</b>		<b>1,022</b>	<b>1,030</b>
<b>Total</b>		<b>1,287</b>	<b>2,586</b>	<b>764</b>		<b>1,022</b>	<b>1,030</b>

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.

# Statement of Accounting Policies

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

'How did we do our accounting?'

### Basis of Preparation

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

### Goods and Services Tax

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

### Income Tax

Motueka Women's Support Link Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### Bank Accounts and Cash

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

### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

---

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.

# Notes to the Performance Report

## Motueka Women's Support Link Incorporated For the year ended 31 March 2023

	2023	2022
<b>1. Unused donations and grants with conditions</b>		
Grants - other advanced	-	5,750
Donation Unused	-	2,000
Rata Foundation advanced	18,750	21,563
MSD Funding	55,000	56,638
NZ Lotteries Grant	58,900	41,400
Ministry for Children	4,385	5,215
<b>Total Unused donations and grants with conditions</b>	<b>137,035</b>	<b>132,565</b>

### 2. Commitments

There are no commitments as at 31 March 2023 (Last year - nil).

### 3. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2023 Last year - nil).

### 4. Related Parties

There were no transactions involving related parties during the financial year.

### 5. Events After the Balance Date

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

### 6. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

This statement have been subject to a review and should be read in conjunction with the attached Independent Assurance Practitioners's Review Report.



## **INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT**

### **To the Members of Motueka Women's Support Link Incorporated**

We have reviewed the accompanying financial statements of Motueka Women's Support Link Incorporated, on pages 8-15 which comprise the Statement of Financial Position as at 31 March 2023, and the Statement of Financial Performance, Statement of Changes in Equity and Statement of cashflows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### **The Committee's Responsibility for the Financial Statements**

The Committee are responsible for the preparation and fair presentation of these financial statements in accordance with Public Benefit Entity Simple Format Reporting – Accrual (NFP), and for such internal control as the Committee determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Assurance Practitioner's Responsibility**

Our responsibility is to express a conclusion on the accompanying financial statements. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on these financial statements.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Motueka Women's Support Link Incorporated.

#### **Conclusion**

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects the financial position of Motueka Women's Support Link Incorporated as at 31 March 2023, and of its financial performance for the year then ended, in accordance with Special Purpose.

#### **Other information**

The Committee is responsible for the other information. The other information comprises The Entity Information and Statement of Service Performance but does not include the financial statements and our Independence Practitioner's Review's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.



In connection with our review of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If based, on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

*Smart Assurance Services Limited*

Smart Assurance Services Limited  
John Patrick Murphy  
14 September 2023  
Motueka