



Friendship House  
*He Whare Tangata*

Annual Report 2013 – 2014







## FRIENDSHIP HOUSE

### STAFF

Alison Ross, Alistair Sherlock, Damian Robertson, Darlene Saunders, Faye Murray, Jos (Jocelyn) Povey, Lesley Ison, Liz Pimm, Lupe (Tokilupe) Mahe, Margaret Plummer, Natasha Waru, Rose Maroroa, Sandra Pere, Sepa Taukatelata, Serena Murdoch, Shane Jordan, Sheree Veysey, Sue Stone, Tracey Tamihere, Vicki Sykes

### PROGRAMME FACILITATORS & SUPERVISORS

Alfred Uluheua, Darcy Millar, Dave Norman (Trainee), Dawn Howat, Evan (Mac) McPhee, Lua Maynard, Puja Tuli, Selu Ma'asi, Tau Marsters, Vaelua Lamb, Ben Taufua, David Neilson, Fay Lillian





“Ready, set, go...” are words most of us can recall from childhood games. The two first words gave the participants the chance to be prepared to launch themselves into the game at full speed. Without that chance they would, in all probability, be left lagging behind, trying to catch up but with a severe disadvantage.

This past year has been one of preparation for Friendship House. While all the usual work has continued unabated, much of the effort behind the scenes has been in the “ready, set” mode. This is because we are very aware that the area we work in is rapidly changing on many different fronts. By being pro-active we are positioning ourselves to be able to react with speed and dexterity as their impact becomes clear.

Our environment continues to change. With the advent of the Super City, the transport hub and the student campuses we know that the foot traffic past the door of Friendship House will continue to increase. We also know that with the large number of students moving into the area there will be attendant and specific needs. Hospitality is at the heart of our work. We want to be ready to respond with welcome and so much work has gone into planning a redesign of the ground floor to make it more inviting and accessible, offering hospitality through the Café and accessibility to social workers and counsellors.

In the area of Domestic Violence services, which has formed a major part of our work for many years, changes in policy with regard to funding and mandating men from the courts and approved programmes, has put the whole sector under stress, including us. Over the years we have developed real expertise in this area with highly skilled staff and well proven programmes. We are preparing to be flexible with delivery while maintaining the quality this work requires.

Becoming ready has also led us to re-work the Constitution that underpins our work. This has been a slow process but we are nearly there and the new Constitution, alongside the approval of the transfer of title from the three Owing Churches to the Friendship House Foundation, will give a flexibility that has hitherto not been possible. We are now able to think about ways in which we might become more financially independent. The Friendship House Foundation is driving these explorations.

Amidst the many changes some things remain unchanged.

Our mandate, from the first time the doors of Friendship House opened, to be “a place for people in the heart of Manukau”, continues to focus our work. Recently the Board fleshed those words out thus:

Friendship House strives to

- offer a visible alternative to the surrounding culture
- emanate welcome, vibrancy and acceptance
- be easily accessible both physically and emotionally



# Friendship House Trust Board - Chairperson's Report

---

The commitment to justice remains unchanged too. Friendship House was recently publicly recognised as the first NZ organization to be accredited as a "Living Wage" organization, an outworking of its commitment to justice.

This year has been exceptionally busy for our Chief Executive, Vicki Sykes. So many balls in the air, so much uncertainty, such exacting work to be done. We acknowledge that this has not been an easy year. We are very thankful for her capacity to think strategically and creatively, to juggle well without dropping balls and for the many extra hours she has given as this new ground has been prepared in readiness for the future. Her drive, commitment and unfaltering focus on the purpose of the work of Friendship House are invaluable to the Board.

Many thanks to the members of the Friendship House Trust Board and the Friendship House Foundation Board for their time, wisdom and commitment.

Diane Miller-Keeley (Rev)

CHAIRPERSON

FRIENDSHIP HOUSE TRUST BOARD



"If we could bottle the feeling of the place we would make a fortune."  
First time visitor



Friendship House exists to serve the community and the 2013/14 financial year has seen a range of dynamics co-existing in the wider Counties/Manukau community which we interact with. Everywhere are signs of resilience, generosity and collaboration. People are generally remarkably kind to each other, often in the face of challenging circumstances. However sometimes things happen in peoples' lives which seem insurmountable at the time, and this might lead them to Friendship House. We're very aware it takes courage to reach out and ask for support, and we're also aware that given the same circumstances we too may well behave in similar ways or need similar support.

Some of the most challenging factors for anyone are linked to not having sufficient resources to pay for the basic necessities of life. The causes of this are many, as are the impacts and the potential solutions. However the growing inequality in our society, and the growing number of people living in poverty, particularly children, is of increasing concern. This year Friendship House was the first organisation in New Zealand accredited as a Living Wage organisation. We took this step as part of our commitment to recognising the justice issues involved in people having a fair income. We know the Living Wage movement has its critics. However although it might not be a perfect mechanism, it is a step in the right direction, and doing nothing for want of a perfect solution is not a viable option either.

This year Friendship House staff have worked hard to build on and implement changes made the previous year, which help us work in a more holistic, connected way. We were fortunate to get some funding from Government designed to build capacity in community organisations. We have worked on developing new programmes, resources and systems with this funding. Every year there is some movement in staffing with people coming and going due to changes in their lives. Over the 2013/14 year we farewellled Rima Williams and we welcomed Damian Robertson, Sheree Veysey and Leonila Melendrez. We were also shocked and saddened to lose our colleague Shane Jordan in April 2014 when he died suddenly of unexpected heart issues. His passing created a large gap in our team and we continue to miss him.

We're in the process of enhancing our profile further by having the ground floor Community Centre redeveloped and modernized so that it will have more to offer its many users. With the increased foot traffic occurring in the Putney Way area as a result of the MIT campus, the proposed new transport hub, the Davies Ave development and the possibility of a new museum, Friendship House wants to be ready to be the place for a great many more people in the heart of Manukau. Concept plans have been prepared and we will seek major funding grants for this redevelopment over the coming year.

Over the past year the community sector has continued to face increasing demand for services and decreasing resources to meet these needs. We continue to face the reduction in the number of court referrals for our highly effective Living Without Violence Programmes for men. We've learned over the years that it is the mandating of our clientele to complete the programmes we offer that is the key





to bringing about changes in attitudes and behaviour. Recent Government policies have moved away from mandating the same level of attendance and we have concerns that our community will eventually endure the consequences in terms of reduced safety.

Our experience tells us that family violence in all its forms is seldom something that people willingly choose to address for many reasons. The use by the Police and Courts of alternative sentencing, and a recommendation for some to attend programmes rather than a requirement, means far fewer men are addressing their behaviour and gaining the skills and confidence to live safer and healthier lives with their families. We continue to engage in dialogue with Government on the impact of these changes, both for the community at large, and for the sustainability of organisations like Friendship House.

Closer to home, Friendship House has seen a very pleasing increase this year in the number and range of groups renting rooms in our building. This is a very positive development, because the exposure of the House as a Community House, with all the opportunities for outreach that it offers, spreads its message to an ever-widening audience. There are plans afoot to increase that exposure further as we seek to develop the Community Lounge and Café into an even more practical space. The wonderful aroma of home cooking will waft further afield and hopefully attract more and more foot traffic to our doors and the range of support services we can offer.

Friendship House has participated actively in the planning meetings the Local Board has held. While this is excellent for keeping the House's profile high, it has also enabled us to ensure that the needs of the community and the City Centre continue to be included on Council's radar. We have also been privileged to hold a position on the executive of the Manukau City Business Association.

Manukau City Centre has huge potential for networking and Friendship House hosts a gathering every two months known as the City Centre Community Network. Around 50 agencies have been represented at the meetings held, with increased connections made and new relationships built.

There are several elements required to keep an organisation vibrant and true to its purpose: good governance, strong and effective leadership, innovation, teamwork, relationships and resources. Friendship House has always been privileged to work with many dedicated staff members who bring their expertise and enthusiasm to the task of supporting healthy communities. Over this last year I'd particularly like to acknowledge their hard work, patience and courage as we've wrestled with the necessary changes we've made.

The Friendship House Trust Board, led by Chair Diane Miller-Keeley, provides governance for the operations of the House. This team works in a voluntary capacity to ensure that the House remains true to its purpose and mission.



# Chief Executive's Report

There is always opportunity in change and just as we encourage those we work with to develop strategies to learn and grow with change, so too we need to put this into practice. Friendship House continues to re-vision and to remain relevant in the communities of South Auckland, and in particular in the City Centre of Manukau. We look forward with hope to all the possibilities in the year ahead.

Vicki Sykes  
CHIEF EXECUTIVE





**T**he wellbeing of individuals, families and the community is what gets us out of bed each day. We care, and we're here to make a difference. An integral part of reaching this goal is creating a home away from home for people to relax in, a friendly space in the heart of Manukau City Centre, where they can enjoy affordable quality food, meet with friends and find caring people who provide information and support.

Community Centre staff members continue to cater for a variety of requests for direction, advice and information. Statistics recorded over the year identified approximately 4,200 people received information, either in person or on the telephone, or were referred to our Social Practice team or other agencies and services.

Due to a recorded high demand for it, a Justice of the Peace service is now available on Monday, Wednesday and Friday from 10.00am - 1.00pm. Since starting in May 2014 approximately 300 people have used the service.

Our Community Centre staff have been kept busy this year promoting community awareness days:

- Daffodil Day in August 2013 saw the Community Centre resplendent in yellow, orange and green balloon daffodils announcing the coming spring and encouraging donations.
- Staff once again supported the White Ribbon Day on 25 November 2013, by hosting a VIP morning tea in the Community Centre and voluntarily running a Friendship House VIP Hospitality tent at the Free Family Fun Day in Hayman Park, Manukau.
- Epilepsy NZ celebrated Purple Day in March 2014, with a morning tea in the Community Centre. Staff members throughout Friendship House and visitors supported the day by creatively wearing anything purple, including purple feathers in their hair!
- Red balloon poppies brightened up the Community Centre to commemorate ANZAC Day.
- Also in April, during the school holidays, Chinese New Settlers ran a children's holiday programme which culminated in entertaining performances of dance, drama and music in the Community Centre.

The City Centre Network meetings have continued to run bi-monthly throughout the year with great success. Meetings held in the Community Centre are attended by representatives from approximately 50 community agencies in the Manukau City Centre and surrounding business area. Greater cooperation and information sharing were significant outcomes which benefited agencies and the community at large, and coffee and muffins from our café make great start to the day.

At Friendship House we aim to provide a safe and comfortable environment and to ensure we deliver the best services possible in a hospitable way. To this end we take our responsibilities to maintain the Community Centre and the Friendship House building seriously, so mid April 2014 saw a frenzy of activity with the

House hidden under walls of scaffolding erected to allow for painting of the roof. Visitors appeared to take the small inconveniences in their stride and the task was completed without incident.

Always looking to enhance the Community Centre experience for parents and their children, we purchased a new soft foam, child-friendly Toddler Barrier to replace its old hard plastic predecessor, in our play area. The increased height of the barrier allows parents to relax more and has offered staff some humorous moments as little faces peered above the colourful foam squabs.

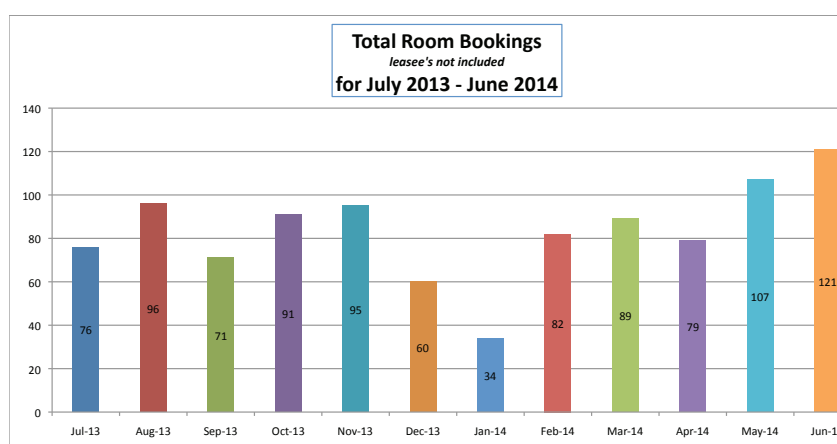
On a less positive note, staff members arrived on 5 May to find 6 smashed windows around the ground floor of the building. The perpetrators had entered the Community Centre, shattered the glass on the locked drinks cabinet, taken drinks and thrown them up against the internal walls of the room. Police have since found the culprits in the course of investigating another crime and staff members took an active part in the accountability process within the Family Court.

Statistics show our Room Hire service has grown throughout the reporting period with 1,001 bookings made by the end of June 2014. This was achieved by offering affordable options to a varied group of individual practitioners, agencies and organisations.

In preparation for the 2014 Elections, the Electoral Office also approved Friendship House as an advanced polling booth. The Community Centre and another room were booked for use during the two weeks prior to Election Day. A total of 2071 people cast their pre-election and special votes at Friendship House during this period.

## Room hirers included:

- Individual practitioners
- Whanau for hui
- Government Agencies e.g. Child Youth and Family
- Community Service provider groups (including providers contracted to Government Agencies such as ACC)
- Health Consumer and other Consumer Groups
- Peer Support Groups
- NGO Providers and NGO Network Groups



In an ever changing City Centre environment, Friendship House aims to stay relevant to the needs of its community and during the reporting period commissioned a feasibility study to complete the renovation and refurbishment of the Community Centre and Café. Feedback was requested from our users by way of a survey to help us to make changes that would work for everyone's benefit. This project is a work in progress.





Hospitality • Justice • Support  
Integrity • Care • Hope • Christian Compassion  
Accountability • Congruence • Innovation





Over the past twelve months there have been a number of significant developments at Friendship House. Staff members have undergone intensive training around Strengths-Based approaches to working with clients and customers within our social practice and at every point of engagement.

This was not necessarily a new approach, but training together as a team and supporting each other in this journey has been a challenge we have enjoyed. The Strengths-Based approach is important in empowering our clients and helping them to recognise their own strengths. Our goal is not to decide what's best for the client but to support their own journey towards leading the most successful and fulfilling lives possible.

A new Client Records Management system was developed during the reporting period to capture important data to meet contract accountabilities and support safe practice. The Social Practice team have worked hard to learn to use the system and made important contributions throughout the development stages.

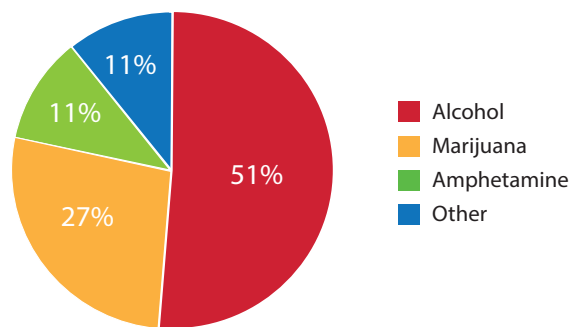
To stay acquainted with government processes, staff members attended seminars at the Child Youth and Family National Contact Centre throughout August 2013 and to ensure we remain aware of any possible effects and new requirements arising from continuing changes within the Ministry of Justice, staff members also attended Family Court seminars in November of 2013.

Whilst we continue to work in this diverse and vibrant community we have noticed some emergent trends. This past year the number of men self-referring to our Men's Living Without Violence Programmes has increased dramatically compared with our intakes in previous years. This was the result of some changes within the Ministry of Justice system.

In addition we found that the numbers of clients presenting with symptoms of mental illness increased. It would appear that there are a proportion of people with mental illness diagnoses that are not being catered for by statutory services and whose primary means of support is through their GP. As part of our ongoing professional networks we engage with the local GP surgeries and receive a significant number of referrals from them. We have been supporting these clients and creating wellness action plans with them.

Many clients present to Friendship House looking for advocacy support. Whenever there are changes in any of the key government agencies we experience a momentary rise in enquiries in relation to the changes. Housing provision is always a key area for some of the most vulnerable in our society. This year has been no exception and the impact of changes made in both Work and Income and Housing NZ have resulted in clients experiencing high levels of frustration and anxiety. Front line services in Work and Income now manage the application

TOP 4 ADDICTION ISSUES JUL-DEC 2013





# Individual and Family Support

and referral processes for Housing New Zealand. This has meant that a number of clients have needed support and guidance to navigate these new systems.

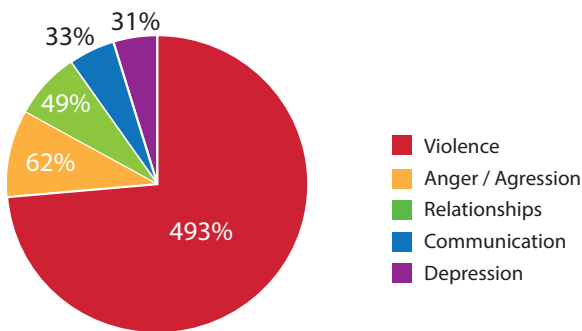
Friendship House strives to support those who are considered “hard to reach”. We are fortunate to receive government funding for various projects, but that funding requires us to support clients with children. However, many of our clients who are socially isolated don’t have children, and we are constantly seeking

other funding streams in order to enable us to remain sustainable, yet support those who fall outside the scope of our government funding. Their needs are often no less but their access to support is not always assured and as an agency we strive to work with those who fall between the gaps.

We have been fortunate to partner with the Triple P Parenting Programme. A practitioner runs this programme weekly and supports clients who have come to Friendship House through a variety of pathways. One benefit realised through this partnership is our enhanced ability to provide a “one stop shop” to our clients.

Throughout the year placement students from various Tertiary Training Institutes have helped to support clients and customers. Their feedback indicated they gained valuable insights and experience while working at Friendship House that will enrich their future practice in their chosen field.

TOP 5 PRESENTING ISSUES JUL-DEC 2013



## Shane Jordan

17 March 1962 – 19 April 2014

It was with great sadness that we said farewell to our friend and colleague Shane Jordan who passed away suddenly, earlier this year. Shane first came to Friendship House in 2009 as a student while doing his counselling training. He impressed us in many ways – not least because he was a man and men are a rare commodity in counselling circles! We found a way to include him on the staff and he finished his placement while employed by us. In the years since, he went from part time to full time work, and extended his repertoire to include a range of other assessment and intervention skills, including being no. 1 pot plant monitor!

We struggled with the fact that Shane had gone so suddenly and we would no longer get to share part of our lives with him. So as a team we would like to share with you our fond memories of what we valued about Shane and what he left with us:

- Shane walked his talk – he thought about the change that others wanted to make in their lives and he tried to model that in his own life.
- He was unfailingly kind and gentle and respectful to everyone, regardless of how he was feeling or other stresses in his life.
- Fun loving and at times mischievous, Shane didn't take himself too seriously.
- He was committed to his new profession and immensely proud, as were we, when he achieved full membership of NZAC.
- In his quiet way when he gave up smoking he was an inspiration to others.
- His journey into his whakapapa and into learning Te Reo was also an inspiration to many. Even though he was nervous about making mistakes he still persevered and was doing really well.
- Shane was loyal and honest, and always had a quiet word of encouragement for others.
- His cheerful outlook was infectious and he was always ready for a laugh or two.
- We loved his bright coloured shoes, and the range of hats he wore to keep his shiny head warm.

We will miss him and he leaves very big shoes to fill. However, we consider ourselves privileged to have worked alongside someone as special as Shane and will carry him in our hearts.



Respect • Love • Friendship • Laughter • Care



# The Friendship House Trust Financial Statements

## The Friendship House Trust Statement of Financial Performance For the year ended 30 June 2014

Income	2014	2013
	\$	\$
Café Sales	89,956	105,573
Client Fees	8,219	12,515
Contracts for Service - fixed	435,769	655,765
Contracts for Service - variable	547,716	383,015
Donations & Grants	223,668	231,739
ASB Trust	34,000	30,000
COGS	5,000	5,000
NZ Lottery Grants Board	90,000	47,500
Rents & Room Hireage	96,194	71,889
Sundry Income & Reimbursements	80,254	77,924
	<b>1,610,776</b>	<b>1,620,920</b>

### Less Expenditure

Accident Compensation Levies	8,311	3,457
Administration	237,824	231,298
Advertising & Marketing	4,157	6,248
Audit Fees	3,153	3,080
Café Expenses	44,338	51,557
Course & Programme Costs	268,393	251,273
Depreciation	18,323	21,495
Postage, Printing & Stationery	12,817	11,889
Property Costs	246,341	242,920
Salaries & Wages	793,733	776,512
Staff Costs - Other	24,627	24,887
Staff Development	22,806	24,433
Telephones	8,107	10,226
Sundry Expenses	6,484	
<b>Total Expenditure</b>	<b>1,699,414</b>	<b>1,659,274</b>
<b>Net Operating Surplus/Deficit</b>	<b>(\$88,638)</b>	<b>(\$38,354)</b>
<b>Non-Operating Income</b>		
Interest	12,430	4,295
Dividends	990	-
<b>Total Non-Operating Income</b>	<b>13,420</b>	<b>4,295</b>
<b>Total Surplus / Deficit</b>	<b>(\$75,218)</b>	<b>(\$34,059)</b>

chairperson



CEO



## The Friendship House Trust Statement of Movements in Equity For the year ended 30 June 2014

	2014	2013
	\$	\$
<b>Recognised revenues and expenses</b>		
Net surplus/deficit for the year	( <b>\$75,218</b> )	( <b>\$34,059</b> )
Total recognised revenues and expenses for the year	(\$75,218)	(\$34,059)
<b>Movement in Equity for the year</b>	<b>(\$75,218)</b>	<b>(\$34,059)</b>
Trust Equity at beginning of the year	275,929	309,988
<b>Trust Equity at end of the year</b>	<b>\$200,711</b>	<b>\$275,929</b>

## The Friendship House Trust Statement of Financial Position For the year ended 30 June 2014

	2014	2013
	\$	\$
<b>Current Assets</b>		
Cash	30,000	57,437
Short term deposits	211,629	192,186
Receivables and prepayments	196,098	147,611
<b>Total Current Assets</b>	<b>437,728</b>	<b>397,234</b>
<b>Current Liabilities</b>		
Payables and accruals	74,530	68,064
Holiday Pay Accrual	35,155	25,925
Grants in Advance	84,564	105,010
Government Funding	109,854	-
<b>Total Current Liabilities</b>	<b>304,103</b>	<b>198,998</b>
<b>Working Capital</b>	<b>133,625</b>	<b>198,236</b>
<b>Non-Current Assets</b>		
Property, plant and equipment	67,086	77,692
<b>Total Non-Current Assets</b>	<b>67,086</b>	<b>77,692</b>
<b>Total Net Assets</b>	<b>200,711</b>	<b>275,929</b>
<b>REPRESENTED BY:</b>		
Accumulated Trust Funds	200,711	275,929
	<b>200,711</b>	<b>275,929</b>

**Certified  
integrity Financial  
AUDITS**

The notes and accounting policies are integral to these financial statements.

# The Friendship House Trust Financial Statements

## Notes to Financial Statements for the year ended 30 June 2014

**REPORTING ENTITY:** The Friendship House Trust is a discretionary Trust under the Trustee Act 1956 established by deed of trust dated the 7 June 1984. The Trust was registered as a Charitable Trust (Number 282202) on 23 August 1988 & is registered with the Charities Commission (Number CC21243). The Trust operates solely within New Zealand and all finances are stated in NZ\$.

**BASIS OF PREPARATION:** The general accounting policies as recommended by the Institute of Chartered Accountants of New Zealand for the measurement and reporting of results and financial position under the historical cost method have been adopted in the preparation of these financial statements. These policies have been adopted by the Trust Board in meeting the requirements of clause 9 of the Constitution of the Trust to prepare financial statements that give a true and fair view of the financial affairs of the Trust for the immediately preceding income year and are completed in accordance with the requirements of the Financial Reporting Act.

**PRINCIPAL ACTIVITY:** The Trust Board's principal activity during the period was the operation of the Friendship House Property at Manukau City as a community centre & social service agency at the heart of Manukau City. This activity is carried out from the building known as Friendship House as defined in the Constitution of the Trust.

**ACCOUNTING POLICIES:** The following general accounting policies have been followed in the preparation of the financial statements:

- The financial statements are prepared in accordance with New Zealand Generally Accepted Accounting Practice and in accordance with applicable Financial Reporting Standards.
- The measurement base adopted is that of historical cost. Reliance is placed on the fact that the Trust is a going concern.
- The matching of revenue earned and expenses incurred is adopted using accrual accounting concepts.
- Income from and for the provision of services is recognized as services are delivered. Interest and rental income is accounted for as earned.

**SPECIFIC ACCOUNTING POLICIES:** The following specific accounting policies, which materially affect the measurement of financial performance and financial position, have been applied:

STATEMENT OF UNCOMMITTED FUNDS	Funds Held	2014	2013
	Cash at Bank	39,419	57,437
	Short Term Deposits	202,210	197,177
	Receivables & prepayments	196,153	2147,611
		<b>437,783</b>	<b>402,225</b>
	To meet the following commitments		
	Payables & accruals	74,731	72,665
	Holiday Pay accrual	35,155	25,925
	Grants	84564	105,010
		<b>194,450</b>	<b>203,599</b>
	<b>Leaving uncommitted funds</b>	<b>\$243,333</b>	<b>\$198,626</b>

The Trust is dependant on prompt collection of receivables and future funding to meet its commitments. Trustees aim to maintain uncommitted funds at a level sufficient to meet six months operations costs, currently estimated at \$600,000. The going concern basis has been adopted as trustees have reasonable expectations of continuing funding support.

**DIFFERENTIAL REPORTING:** The Friendship House Trust qualifies for differential reporting because it is not publicly accountable and it is not large as defined by the Financial Reporting Framework of the Institute of Chartered Accountants of New Zealand. All available differential reporting exemptions allowed under the framework for differential reporting have been adopted.

**GOODS AND SERVICES TAX (GST):** The Trust Board is registered for GST. The financial statements have been stated exclusive of GST, except for the accounts payable and accounts receivable which are inclusive of GST.

**RECEIVABLES:** Receivables are carried at estimated realizable value after providing against debts where collection is doubtful. Bad debts are written off during the period in which they are identified.

**INVESTMENTS:** Non-current investments are stated at cost.

**PROPERTY, PLANT & EQUIPMENT:** All owned items of property, plant and equipment are initially recorded at cost, except for land, and are depreciated as outlined below. Initial cost includes the purchase consideration, or fair value in the case of donated assets, and those costs directly attributable to bringing the asset to the location and condition necessary for its intended use.

Where an item of property, plant or equipment is disposed of, the gain or loss recognised in the statements of financial performance is calculated as the difference between net sale price and the carrying amount of the asset.

**DEPRECIATION:** Depreciation of property, plant and equipment is calculated on a diminishing value basis so as to expense the cost of the property, plant and equipment, or revalued amount, less any expected residual value, to the statement of financial performance over its useful economic life. Inland Revenue rates of depreciation have been adopted.

Furniture and Fittings 20% DV      Kitchen Equipment 25% DV      Office Equipment 25% DV



# The Friendship House Trust Financial Statements

## PROVISIONS

**Employee entitlements:** Employee entitlements to salaries and wages, annual leave, long service leave and other benefits are recognized when they accrue to employees.

**Income in advance:** Grants that are provided for the provision of specific services or the purchase of property, plant and equipment which have not been provided or acquired at balance date are recognized as a current liability.

**Grants Received:** Friendship House received Operational & Capital Grants from a number of sources. The following funders have requested that details of their grants be noted.

- Community Organisation Grants Scheme (COGS) - The grant was received on the 20 November 2013 for the amount of \$5,000
- ASB – The grant of \$50,000 was received in two installments; \$25,000 on the 20 January 2014 and \$25,000 received on 9 June 2014.
- NZ Lotteries – The grant was received on the 5 August 2013 for the amount of \$60,000

**CHANGES IN ACCOUNTING POLICIES:** There have been no changes in accounting policies and all policies have been applied on a basis consistent with those applied in the annual financial statements for the year ended 30 June 2014.

**ACCUMULATED TRUST FUNDS:** There was no corpus on settlement and accumulated funds are retained surpluses from the years of operation since the trust was settled.

**TAXATION:** The Trust has income tax exemption, and charitable status through registering with the Charities Commission on the 19th Feb 2008. [CC21243]

## PROPERTY, PLANT AND EQUIPMENT

	2014			2013		
	Cost	Accumulated depreciation	Book Value	Cost	Accumulated depreciation	Book Value
Furniture & Fittings	173,620	132,222	41,398	173,617	121,860	51,757
Kitchen Equipment	26,418	24,196	2,222	26,419	22,455	2,963
Office Equipment	146,831	123,366	23,465	139,398	116,426	22,972
<b>Total Fixed Assets</b>	<b>346,870</b>	<b>279,786</b>	<b>67,086</b>	<b>339,434</b>	<b>261,741</b>	<b>77,692</b>

**RELATED PARTY TRANSACTIONS:** There have been no Related Party Transactions.

**FINANCIAL INSTRUMENTS:** Financial instruments which potentially subject the trust to credit risk principally consist of bank balances, accounts receivable and investments.

Maximum exposures to credit risk as at balance date are:

	2014	2013
Cash	39,419	57,347
Short term deposits	202,210	192,186
Receivables & prepayments	189,071	147,611
	<b>430,700</b>	<b>397,234</b>

No collateral is held on the above amounts.

The Trust is not exposed to any concentrations of risk.

The Trust has a bank overdraft facility of nil.

The Trust is exposed to interest rate risk in that future interest rate movements will affect the returns earned, cash flows, and the market value of financial instruments.

The carrying amount of bank balances, accounts receivable, investments and accounts payable, is the fair value for each of these classes of financial instrument.

**COMMITMENTS:** There are no commitments not recognized in the financial statements. (2014 Nil)

**CONTINGENT LIABILITIES:** There are no contingent liabilities. (2014 Nil)

**EVENTS AFTER BALANCE DATE:** There are no events after balance date that requires adjustments to these financial statements.

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE FRIENDSHIP HOUSE TRUST FOR THE YEAR ENDED 30 JUNE 2014

We have audited the financial statements being the financial performance, financial position & notes, on pages 1 to 4. The financial statements provide information about the past financial performance of the Friendship House Trust and its financial position as at 30 June 2014. This information is stated in accordance with the accounting policies and notes on pages 3 -4.

### Responsibilities of the Trustees

The trustees are responsible for the preparation of financial statements, which fairly reflects the financial position of the Friendship House Trust, as at 30 June 2014 and the results of its operations for the year ended 30 June 2014.

### Auditor's responsibilities

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

We conducted our audit in accordance with generally accepted international auditing standards in New Zealand. On this basis, an audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatements in the financial statements, whether due to fraud or error. In making the risk assessments, the auditor considers internal controls, relevant to the organisations preparation of the financial statements, in order to design audit procedures, which are appropriate for the circumstances, but not specifically for the purpose of expressing an opinion on the entity's internal control. Based on the audit assessment of risk, an appropriate level of sample testing, has been used to gain the evidence relevant to the amounts and disclosures in the financial statements.

### Basis of an Unqualified Opinion

We obtained sufficient and adequate audit evidence on which to base our audit opinion, and to give reasonable assurance that the financial statements are free from material misstatements. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in these general purpose financial statements.

Other than in our capacity as auditors, we have no other relationship with or interests in the Friendship House Trust.

### Opinion

We have obtained all the information and explanations we have required.

In our opinion, the financial statements of the Friendship House Trust, on pages 1 to 4, fairly reflects in all material aspects the financial position as at 30 June 2014, and the results of its operations for the year ended on that date.

Our audit was completed on the 30<sup>th</sup> September 2014, and our unqualified opinion is expressed as at that date.



Peter Conaglen CA PP  
Chartered Accountant  
Manukau



# Friendship House Trust Board

---

## Volunteer Trustees – 2013-2014

**CHAIRPERSON:** Diane Miller-Keeley

**MEMBERS:**

Denis O'Brien  
Helen Pulman  
Jason Dilger  
Josephine Waru  
Paula Jakeman  
Prince Devanandan  
Vai Ngahe  
Ruth Froggatt – completed her term of office

**CHIEF EXECUTIVE:** Vicki Sykes

**BOARD SECRETARY:** Damian Robertson

**FINANCIAL ADVISOR:** Bruce Stone



## Acknowledgments

---

### THANKS TO ALL OUR SUPPORTERS

Friendship House will continue to serve the people of Manukau by your grace and goodwill. We offer our sincere thanks to all those organisations and individuals who have contributed financially and in kind. We appreciate your on-going trust and support.

### Funders:

#### Central and Local Government

Auckland Council  
Department of Corrections  
Ministry of Justice  
Ministry of Social Development – Child, Youth and Family  
Ministry of Social Development – Family and Community Services  
Otara – Papatoetoe Local Board

#### Trust Donations

Anglican Care  
ASB Community Trust  
Bluesky Community Trust  
Community Organisation Grants Scheme - Manukau  
Dragon Community Trust  
Four Winds Foundation  
Hostel of the Holy Name  
Lion Foundation

NZ Community Trust  
Lion Foundation  
NZ Lottery Grants – Auckland  
PAC Media & Communications  
Pub Charity  
The James Russell Lewis Trust  
The Trust Community Foundation





“What is written on the building is truly what you are. I was loaded down with negativity and felt it lift off me when you helped. Thanks you so much for helping me through a difficult task.”

“Everything seemed pointless and slowly the clouds came down and stayed down. At that stage I started to be worried about myself. It wasn't noticeable to anyone else that I was feeling low and I thought a quick fix and no one would see my despair. Of course there is no quick fix. But when I turned to Friendship House I slowly learned to change my thinking, and after lots of ups and downs, was able to change the way I processed internally, my thoughts and feelings. Thank you Friendship house for all the understanding, care and positive guidance. Thankfully yours.....”

“Just to let you know I'm finding the counselling sessions really helpful. I feel like finally, someone who can help me, understands me! And the way you work is so logical. Many thanks for all your efforts, I think you are doing such a great job with me so far. We have achieved a lot in a short time!”





Hospitality • Justice • Support  
Integrity • Care • Hope • Christian Compassion  
Accountability • Congruence • Innovation



20 Putney Way  
PO Box 76-140 Manukau  
Auckland New Zealand  
Phone 09 262 2322  
[info@friendshiphouse.org.nz](mailto:info@friendshiphouse.org.nz)  
[www.friendshiphouse.org.nz](http://www.friendshiphouse.org.nz)