

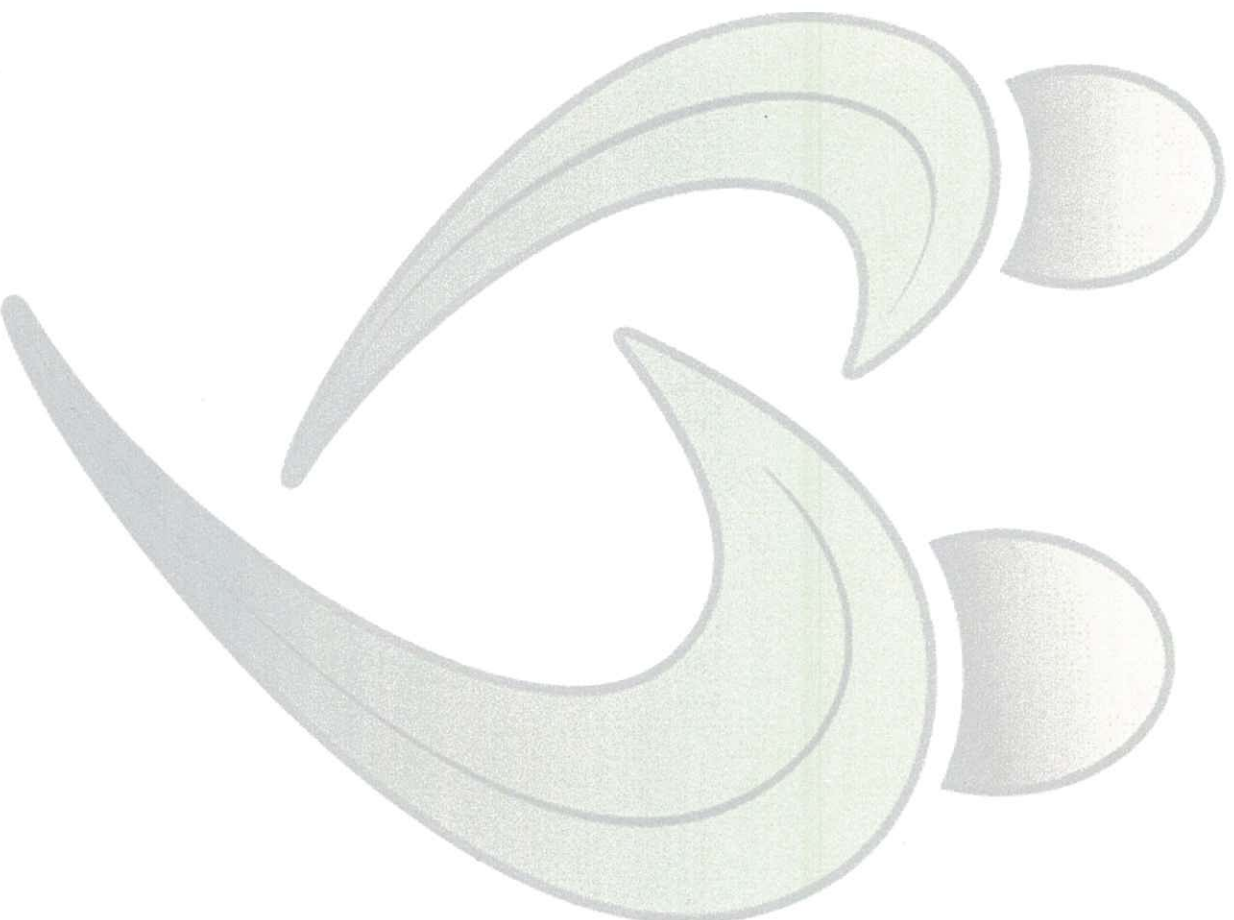
# Annual Report 2017



**Parentline**Manawatu

*Annual Report*

**2017**



**Supporting parents to care for children**

*He tautoko i ngā mātua ki te manaki tamariki*



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## CONTACT INFORMATION

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Hancock Community House  
77-85 King Street  
PO Box 2014  
Palmerston North 4440

Phone (06) 355 1655  
Free phone 0800 4 FAMILY (0800 432 6459)  
Email [admin@parentlinemanawatu.org.nz](mailto:admin@parentlinemanawatu.org.nz)  
Website [www.parentlinemanawatu.org.nz](http://www.parentlinemanawatu.org.nz)



**Parentline**Manawatu

Facebook - Parentline Manawatu



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## **MISSION**

To eliminate child abuse and break the intergenerational cycle of abuse, by providing accessible, specialised services for parents and the communities of the Manawatu.

To empower parents and whanau of the Manawatu to effect change by providing accessible and specialised services to enhance and support parenting.

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## **VISION**

Provide, in collaboration with other community agencies where appropriate, high quality services which are available, respected and promoted throughout the Manawatu.

Provide, strengthen and develop, in partnership with other community agencies.

Provide high quality services which are respected and promoted throughout the Manawatu whilst continuing to develop measurable, appropriate outcomes.

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## **GOALS**

### **PRIMARY GOAL:**

Parentline Manawatu will provide a variety of high quality services for parents, whanau and their children reflecting community need.

### **SUPPORTING GOALS:**

- Networks: We will continue to actively broaden and strengthen our networks and alliances with other agencies and stakeholders.
- Promotion: People are aware of our services and know how to access them.
- Technology: Technology supports the delivery of our services.
- Personnel: The best possible personnel will be retained, engaged, trained and valued.
- Processes: Service delivery, operating processes, funding and budgeting will be developed and reviewed.

## VALUES

Parents, children and whanau are valued and have rights	We respect, protect and promote the rights and wellbeing of children, parents and whanau.
Working with others	We will work collaboratively with other agencies or stakeholders to achieve our Mission.
Respectful and inclusive of a diverse community	We will work supportively and inclusively with clients and stakeholders, respecting and celebrating diversity.
Positive change	We will work to ensure hope and positive change continue to grow within families and the community.
	We will work in strength based ways – supporting parents to be the experts in the lives of their families.
Integrity and confidentiality	We will ensure the confidentiality and privacy of our clients.
Transparent processes	We will ensure our services and governance structures are transparent to the public.
Professionalism	At all times we will work in a professional manner with our clients and stakeholders, working within professional codes of ethics.
Safety	The safety of everyone will be promoted. The safety of children will be paramount.
Consultation	All staff, volunteers and stakeholders will be consulted as appropriate.



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## GOVERNANCE GROUP

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**Chairperson:**

Elizabeth Connelly

**Secretary:**

Tracey Duncan

**Treasurer:**

Trevor Hislop

**Members:**

Sue Cranston

Joy Hamilton

James Etuale (until Sept 2016)

Lathan Lockwood (from May 2017)

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## STAFF

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**Manager:**

Raewyn Persson

**Administrator:**

Sandra Douglas

**Counsellors:**

Ruth Steven

Mary Procter

**Group Coordinator/Facilitator:**

Vicki Holmes



*Left to right: Raewyn, Ruth, Mary, Vicki, Sandra*

**Accountant:**

Alan Holmes (Holmes Accounting)

**Auditor :**

Cotton Kelly, Palmerston North

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## CHAIRPERSON'S REPORT

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Parentline Manawatu has a long history in this region. As other similar organisations around the country have lost the struggle, Parentline Manawatu has carried on - thanks to a committed workforce over the years of paid and volunteer staff and Governance Group members. We have survived by not being afraid to be innovative but at the same time being careful not to take unnecessary risks, and by providing accessible services to families that promote and maintain healthy relationships and positive parenting. The long connection of Parentline with the Manawatu has meant a deep connection with other parenting organisations, and non-government and government bodies working together to support the people of the Manawatu.

Parentline faces external challenges with new Government departments, new partnerships and new policies. But Parentline's depth and resilience has shown itself in supporting all Government initiatives - continuing to build partnerships across government, communities and organisations.

Visitors to Parentline's rooms are greeted by a warm atmosphere that puts them at their ease and so I would like to acknowledge and thank all staff for their hard work over the past year, for stepping up and supporting Parentline in so many different ways. I thank the dedication of counsellors – Ruth Steven and Mary Procter. Vicki Holmes for her work as facilitator and group co-ordinator helping to make happier families. And thanks to Sandra Douglas, the administrator, for all the extra work keeping the streams together. And finally, thanks must go to Parentline's talented manager, Raewyn Persson, who leads us so well.

The Governance Group also plays a decisive role in the success of Parentline. In the past year, the Governance Group has said goodbye to two valued members - James Etuale who joined in 2014 and Trevor Hislop who joined in 2015. Thanks guys! We wish you well and hope that you stay in touch.

I would like to take this opportunity to thank the Governance Group members, Joy Hamilton, Sue Cranston and Tracey Duncan. Parentline is the better for the skills that they bring to the Governance Group.

I welcome Latham Lockwood and Angela Ritchie who have recently joined the Governance Group and who have shown an understanding and awareness of how Parentline can best help parents in need.

Both staff and volunteers work together on many projects. This year everyone contributed to the Strategic Plan 2017-22 and the Annual Plan 2017-18 - working together to plan the future direction of Parentline.

And we also continue to work together on Parentline policies, complying with legislation standards and codes of practice. It is a valued opportunity for keeping our policies up to date and relevant, and for building new policies. I see these policies as the bones that keep the Parentline body upright.

Thank you all for your support. I hope that you can see that everyone's contributions are valued and we move forward to the future together.

*Elizabeth Connelly*

*Chairperson*

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## **MANAGER'S REPORT**

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Parents/caregivers engaged in a wide range of services at Parentline Manawatu this year.

Permanent paid staff hours have remained the same, and the number of contracted hours for group facilitation increased again this year. This increase is the result of having contracted additional facilitators for the Incredible years programme.

The year has had some significant changes in the Ministry of Social Development with the 'Ministry of Vulnerable Children-Oranga Tamariki' being established and Community Investment (our MSD funding section) moving under their umbrella. Funding has remained at the same level for these contracted services.

We have had a Monitoring visit from our funding Community Investment advisor and an MSD (Ministry of Social Development) audit. Our MSD accreditation continues at Level 2, under section 403 of Children, Young Persons & Their Families (Oranga Tamariki) Legislation Act 2017.

During the year a process to embed Results Based accountability within services has continued.

The four outcome areas previously established are:

- Improved communication & relationships with children/whanau
- Change in parenting attitudes and or beliefs about parenting or relationships
- Ability to implement positive parenting strategies/changed parenting practice
- Connectedness to people & services that support them to make positive parenting decisions



All of our service evaluations have been adapted to include reporting on these measures alongside measures associated with programme and counselling service objectives.

### **Counselling**

Ruth Steven and Mary Procter have been our counsellors during the year. Ruth has resigned at the end of the financial year and Leigh-ann Griffiths will be appointed to this position.

Eighty-eight people attended counselling services. Face-to-face attendances were proportionally higher this year, indicating an increase in work with those engaging. Couple counselling and support with parenting (particularly managing behaviour and improving relationships) are the major areas of work within the counselling service. Other issues identified on intake were care and contact and/or blended family issues, managing grief, anger management and family violence.

Counselling clients identified as achieving one or more of our organisational outcome areas, with many identifying the benefits of having an impartial person who listened well, was honest, supportive, and understanding. Evaluation comments indicate that clients have had support to consider issues differently and change their parenting practices, improve communication and relationships, and increase connectedness to positive support.

Mary has continued to work with a small number of clients referred from ARCS through the ACC Sensitive Claims Scheme.

### **Triple P for Parents of Teens**

Thirty-two parents/caregivers attended the Triple P for Parents of Teens programme. Each term a programme was provided, with morning and evening session times alternated from term to term. One was based in the Roslyn community.

Joanne Te Paiho and Vicki Holmes continue to regularly facilitate this programme. Positive change was evident, through post programme assessment, in key areas of the programme, and participants indicated that it met their parenting needs and they were satisfied with the content and delivery of Triple P for parents of teens. Predominantly all of Parentline's organisational outcomes were identified as achieved by participants.

Some of the positive reflections from the programmes include:

- Identifying that parents staying calm has a positive effect on teenager
- Listening more to teenager, talking less
- Parents recognising that some tasks overwhelm their teens and they have success when doing tasks together with them
- Able to acknowledge teens' emotions and allow them to feel emotion, not wanting to jump in and 'fix' it

### **Great Fathering**

Great Fathering was delivered twice during the year. Eleven fathers attended. Ed Duggan and Duncan Hill facilitated the eight-week programme.

The key themes and areas of positive change reported in completing evaluations were in the use of praise, awareness of how the child/father relationship affects the child's self-esteem and an increase in parenting strategies. All parents indicated that they had an opportunity to talk and get support from others, had their parenting needs met and were satisfied with the content and delivery of Great Fathering.

### **What Pushes Your Buttons**

Elayne Johnston provided two WPYB (What Pushes Your Buttons) programmes. Ten parents attended.

Participants indicated that they had greater awareness of situations and/or behaviours that push their buttons, more awareness of how their thoughts and expectations provoke their anger, more able to manage themselves better when their buttons were pushed, able to support family/whanau in conflictual situations, and satisfied with the content and delivery of the programme. More than one client over the years has retrospectively said that WPYB "changed their life".

A huge thankyou to Elayne who has delivered the programme for over ten years. She has now reduced her workload and ceased to provide the programme. As she owns this programme, we will not be providing it again, and we will be looking at the gaps (in parenting support) and opportunities this raises for Parentline.

### **Triple P discussion groups**

Eleven Triple P Discussion group sessions were delivered in the Roslyn and Awapuni communities. These were, Dealing with Disobedience, Managing Fighting & Aggression, Good Bedtime Routines, and Hassle-Free Shopping. Twenty-two people attended one to four of the sessions. Triple P for parents of teens replaced Discussion groups in the Roslyn community in term three, resulting in fewer Discussion Groups during the year.

### **Blended Families**

The Blended Families workshop has had a change during the year with Ruth no longer facilitating. A big thanks to Ruth who stepped into this role not long after she joined us in 2014. When she was unavailable, we explored options, and started a new venture with Manline; utilising Jason Hardman's facilitation skills and blended family life experience. He facilitated the 2017 Blended Families workshop with Vicki.

Twenty-four people (12 couples) attended.

The following results areas were achieved (as per post evaluations)

- able to identify their strengths as a Blended Family
- able to identify & agree on the challenges they face as a Blended Family
- gain of new communication skills to support their relationship
- better understanding of how it may feel being in a Blended Family from a child's perspective
- better understanding of biological and step parent roles within a Blended Family



### **Parenting Through Separation**

Parenting through separation had the largest increase in numbers (an increase from 85 attendees in 2016-17 to 123 attendees in 2016-17) of all services. The same number (13) of programmes were provided this year. Most of those attending were already experiencing significant conflict with regard to care and contact arrangements with their children. This is a sad reflection of what is happening too frequently in the lives of children, when parents separate.

Those contacted one-month post programme generally reported positively on the programme's ability to provide tools to manage positive co-parenting, reduce conflict in front of children and improve understanding of Family justice/court processes including Family Disputes Resolution.

### **The Incredible Years**

Parentline Manawatu provided parent programme leaders on four occasions during the year.

Angela Rule was engaged to work with Vicki in the latter half of 2016 and Vicki worked with Karlyn Sullivan-Jones (ACROSS) and Becks Blatchford (ACROSS) in the first half of 2017. Numbers of parents/caregivers engaging were significantly higher this year, with 53 engaging (within the three programmes). Vicki is now one of the small group of accredited and experienced Incredible Years facilitators available in the Manawatu. She has worked hard to support a number of new facilitators in the last few years and this will continue into the coming year. Her skills and experience are greatly appreciated and the parents engaging undoubtedly benefit from her ongoing involvement.

### **General Service data**

Our service user population has changed this year with a significant increase in male engagement. The increase is generated by the Parenting through Separation programme where slightly more males than females attended programmes (predominantly weekday evening deliveries).

60% of our client population were female and 40% male. Counselling continues to see significantly more women than men (72% female, 28% male) and other Group programmes a more even distribution of gender (56% female / 44% male). The group programme statistic is impacted by Great Fathering (100% male).

69% of our clients over all services identified as Pakeha, 19% Maori, 4% Pacifica and 8% identified as other ethnicities.

Thirty-seven people had brief information &/or support contact and an average of at least 16 people per month made enquiries but did not initially engage.

We replaced four of our five computers during the year. Funding from the Trillian Trust, Pub Charity and Infinity Foundation made this possible.

Central Energy Trust provided funds to replace the refrigerator, owned by Parentline and shared by a number of organisations on the second floor at Hancock Community House.

In the next year, we hope to build capacity and strengthen our Triple P intervention capability along with exploring other services that meet the needs of our parent populations.

Thanks to the service & administrative team at the office who work hard to meet the needs of parents & caregivers. Thanks also to Jess Bramley (3<sup>rd</sup> Year Social work student) who completed a successful placement with us in the second half of 2016.

Thanks also to the Governance Group who commit to supporting our organisation; not getting to see the face-to-face work we do, but knowing the value of the support we provide. Thanks also to funders and others who support us in so many ways.

*Raewyn Persson*

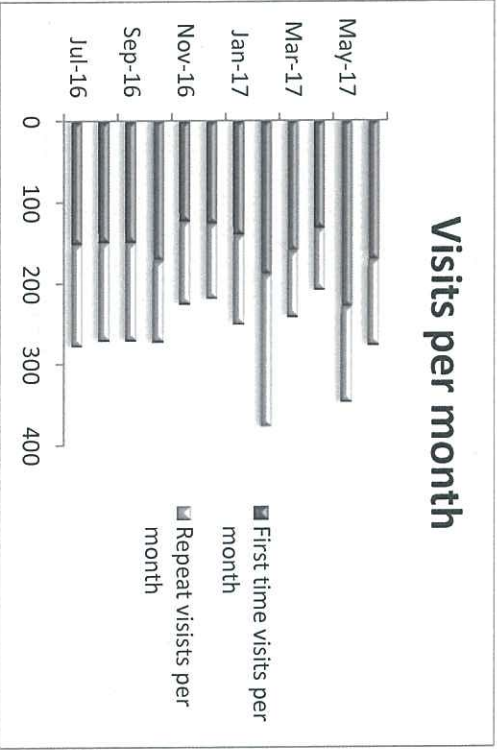
*Manger*

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### WEBSITE STATISTICS

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The number of visits to our website at [www.parentlinemanawatu.org.nz](http://www.parentlinemanawatu.org.nz) was 3,231 visits between July 2016 and June 2017 – with the number of first-time visits up by 4.5%. Page views per visitor averaged 2.46.



1,891 first time visits and 1,340 repeat visits in the last 12 months.



## SERVICE PROVISION STATISTICS

### Number of people accessing services:

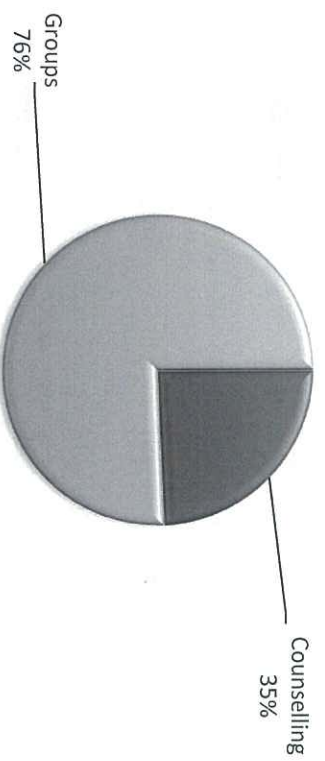
#### Counselling

- Counselling and family therapy 88

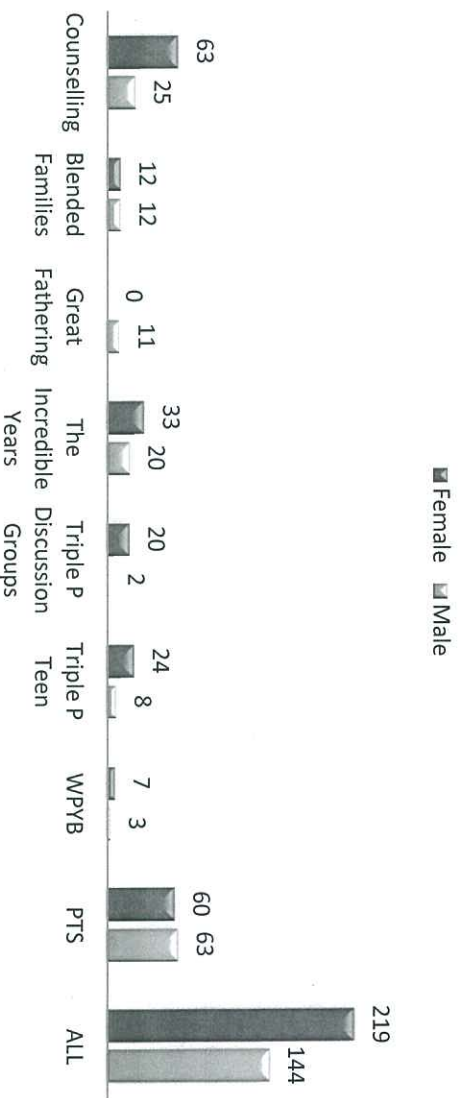
#### Groups

- Blended Families 24
- Great Fathering 11
- The Incredible Years 53
- Triple P Discussion Groups 22
- Triple P for Parents of Teens 32
- What Pushes Your Buttons? 10
- Parenting Through Separation 123

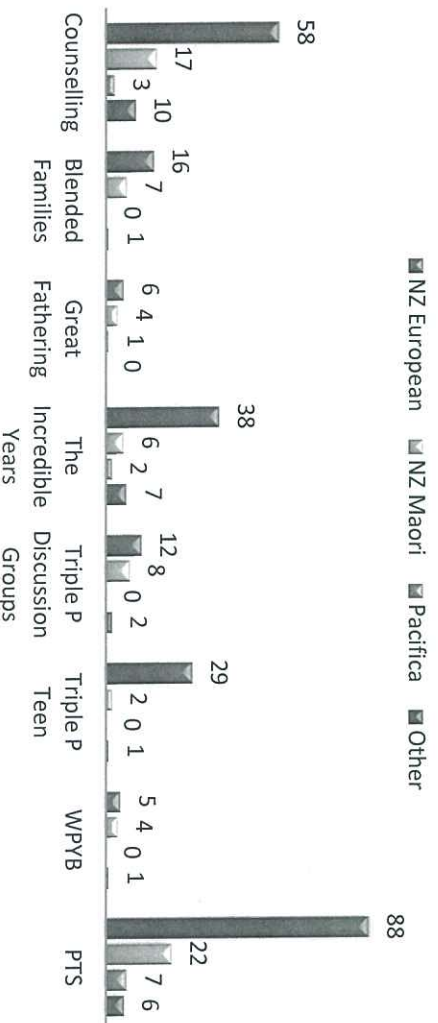
### Proportion of Clients by Counselling and Groups



## Attendance by Gender



## Attendance by Ethnicity



## GROUP FACILITATORS

<i>Blended Families</i>	<i>Great Fathering</i>	<i>The Incredible Years</i>
Vicki Holmes	Ed Duggan	Vicki Holmes
Ruth Steven	Duncan Hill	Angela Rule
Jason Hardman		
<i>Triple P Discussion Groups</i>	<i>Triple P Teen</i>	<i>What Pushes Your Buttons?</i>
Vicki Holmes	Vicki Holmes	Elayne Johnston
	Joanne Te Paiho	

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## SUPPORTERS AND FUNDERS

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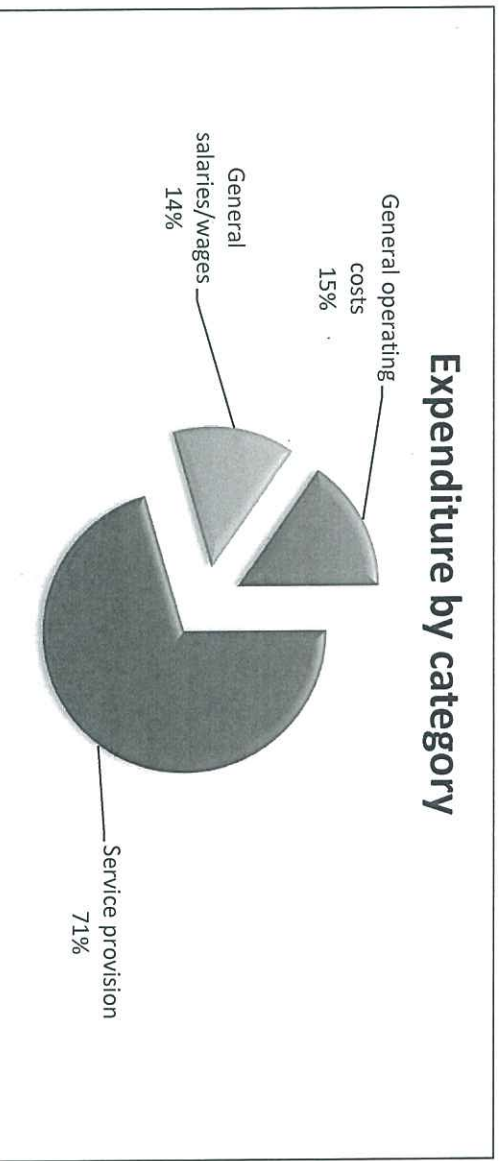
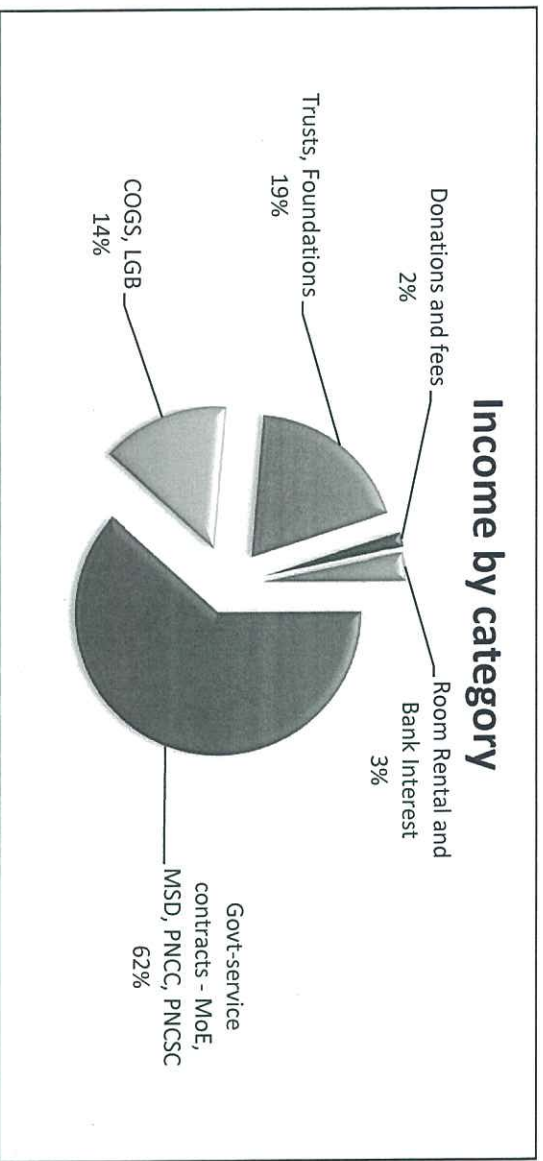
### Friends and Members

Jessica Schaw	Elizabeth Connelly	Sue Cranston
Mervyn Craw	Rea Craw	Sandra Douglas
Tracey Duncan	Julie Fenn	Joy Hamilton
Alice Hill	Duncan Hill	Trevor Hislop
Frank Krsinich	Rosemary Krsinich	Raewyn Persson
Celia Short	Michael Short	Bruce Smith
Barbara Smith	Robert Smith	Rachel Smithers
Ruth Steven	Greg Taylor	Morgan Waitoa

### Funders and Donors

ACC/ARCS
Catholic Charities Foundation (Diocese of PN)
Central Energy Trust
Community Organisation Grants Scheme
Eastern and Central Community Trust
Iloft Charitable Trust
Infinity Foundation
Kiwanis Foundation
Lion Foundation
Lottery Grants Board
Macarthy Trust
Mainland Foundation
Miliverton Trust
Ministry of Education
Ministry of Justice/ Methodist Social Services
Ministry of Social Development/Ministry for Vulnerable Children, Oranga Tamariki
Page Trust
Palmerston North City Council (Community Fund)
Palmerston North Community Services Council
Prince Albert College Fund
Pub Charity
Trillian Trust
United Way

## INCOME AND EXPENDITURE BY CATEGORY







# ParentlineManawatu

## Performance Report

For the year ended  
30 June 2017

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## ParentlineManawatu

### Entity Information

For the year ended  
30 June 2017

Legal Name of Entity:	Parentline Manawatu Inc
Trading as:	Parentline Manawatu
Type of Entity and Legal Basis (if any):	Incorporated Society and Registered Charity
Registration Number:	CC22325
Entity's Purpose or Mission:	<p>Entity's Purpose or Mission: To eliminate child abuse and break the intergenerational cycle of abuse, by providing accessible, specialised services for parents and the communities of the Manawatu. To empower parents and whanau of the Manawatu to effect change, by providing accessible and specialised services to enhance and support parenting.</p>
Entity Structure:	<p>Entity Structure: The Society is governed by a Governance Group elected by Parentline Manawatu Inc. Members. Any person in the local community can become a member by application and payment of a membership fee. The organisation is managed by paid staff.</p>
Main Sources of the Entity's Cash and Resources:	<p>Main Sources of the Entity's Cash and Resources: * Contracts with central and local Government * Grants from community trusts, gaming trusts, and other philanthropic trusts * Donations from the community.</p>
Main Methods Used by the Entity to Raise Funds:	<p>Main Methods Used by the Entity to Raise Funds: Contracted service delivery.</p>
Entity's Reliance on Volunteers and Donated Goods or Services:	<p>Entity's Reliance on Volunteers and Donated Goods or Services: Nil.</p>
Contact details	
Physical Address:	Hancock Community House 77-85 King Street Palmerston North 4410
Postal Address:	PO Box 2014 Palmerston North 4440
Phone/fax:	06 3551655
Email/Website:	<a href="http://www.parentlinemanawatu.org.nz">www.parentlinemanawatu.org.nz</a> <a href="mailto:admin@parentlinemanawatu.org.nz">admin@parentlinemanawatu.org.nz</a>
	<a href="https://www.facebook.com/Parentline-Manawatu">https://www.facebook.com/Parentline-Manawatu</a>



# ParentlineManawatu

## Statement of Service Performance

For the year ended  
30 June 2017

### Description of the Entity's Outcomes:

#### Purpose/Mission:

To eliminate child abuse and break the intergenerational cycle of abuse, by providing accessible, specialised services for parents and the communities of the Manawatu.  
To empower parents and whānau of the Manawatu to effect change, by providing accessible and specialised services to enhance and support parenting.

Description and Quantification (to the extent practicable) of the Entity's Outputs:	Actual	
	2017	2016
Parenting programmes provided:	26	28
Programmes - Number of Clients	-	-
Blended Families	24	6
Great Fathering	11	15
Triple P for Parents of Teens	32	36
Triple P Discussion Groups	22	36
What Pushes Your Buttons	10	16
The Incredible Years	53	19
Parenting Through Separation	123	85
Parenting group sessions provided	132	125
Number of sessions attended by parents/caregivers	540	738
Counselling Service - Number of clients (including children) (incl. ACC)	88	111
Number of face to face sessions attended	257	263
Breakdown of client's Ethnicity and Gender		
Ethnicity - NZ Pakeha	252	227
NZ Maori	70	68
Pacific	13	7
Other Ethnicities	28	26
Gender - Female	219	222
Male	144	106
Permanent Part-time staff FTE (at year end)	2.9	2.75
Contracted Staff Hours	1098	734.5
<b>Additional Output Measures:</b>		
Organisational RBA outcome areas- (from Counselling & TPT group only)		
Outcome: Are able to implement positive parenting strategies/changed parenting practice	40	
Outcome: Change in parenting attitudes &/or beliefs about parenting or relationships	48	
Outcome: Feels more connected/supported to make positive parenting decisions	41	
Outcome: Improved communication & relationship with child/whānau	49	
Other outcomes-		
Clients evaluations expressing satisfaction with group services (not incl. IV)	211	
Clients evaluations indicating their needs have been met (97/99 evals completed)	97	
Clients goals partially met &/or not completed intervention or one-off session attended	68	
Parenting through separation - completed programme	123	
One-off intervention-information & advice given	32	



# **ParentlineManawatu** Statement of Financial Performance

For the year ended  
30 June 2017

	Note	Actual	Actual
		2017	2016
		\$	\$
Revenue	1		
Donations, fundraising and other similar revenue		26,764	14,388
Fees, subscriptions and other revenue from members		201	174
Revenue from providing goods or services		225,802	196,895
Interest, dividends and other investment revenue		5,021	4,373
<b>Total Revenue</b>		<b>257,788</b>	<b>215,830</b>
Expenses	2		
Expenses related to public fundraising		483	413
Volunteer and employee related costs		135,551	145,626
Costs related to providing goods or services		87,434	59,720
Grants and donations made		-	-
Other expenses		7,549	4,280
<b>Total Expenses</b>		<b>231,017</b>	<b>210,039</b>
<b>Surplus/(Deficit) for the Year</b>		<b>26,771</b>	<b>5,791</b>

The financial statements should be read with the Statement of accounting policies and the Auditor's report.





**Parentline Manawatu**  
Statement of Financial Position

As at  
30 June 2017

	Note	Actual	Actual
		2017	2016
		\$	\$
<b>Assets</b>			
<b>Current Assets</b>	3		
Bank accounts and cash		18,738	7,880
Debtors and prepayments		11,625	15,774
Short-term Deposits		150,281	77,415
<b>Total Current Assets</b>		180,644	101,069
<b>Non-Current Assets</b>			
Property, plant and equipment	4		
Long-term Deposits	3	7,125	3,132
<b>Total Non-Current Assets</b>		7,125	20,000
<b>Total Assets</b>		187,769	124,201
<b>Liabilities</b>	3		
<b>Current Liabilities</b>	3		
Creditors and accrued expenses		5,270	1,111
Employee costs payable		14,063	14,411
Unused donations and grants with conditions		35,867	2,881
<b>Total Current Liabilities</b>		55,200	18,403
<b>Non-Current Liabilities</b>	3		
Other non-current liabilities		-	-
<b>Total Non-Current Liabilities</b>		-	-
<b>Total Liabilities</b>		55,200	18,403
<b>Total Assets less Total Liabilities (Net Assets)</b>		132,569	105,798
<b>Accumulated Funds</b>	3		
Accumulated surpluses or (deficits)		132,569	105,798
<b>Total Accumulated Funds</b>		132,569	105,798

The financial statements should be read with the Statement of accounting policies and the Auditor's report.

Signed:

*Sue Cranston*

Sue Cranston

Treasurer

*Raewyn Persson*

Raewyn Persson

Manager



## ParentlineManawatu

### Statement of Cash Flows

For the year ended  
30 June 2017

	Actual 2017 \$	Actual 2016 \$
<b>Cash Flows from Operating Activities</b>		
Cash was received from:		
Donations, fundraising and other similar receipts	27,720	14,499
Fees, subscriptions and other receipts from members	201	174
Receipts from providing goods or services	255,084	186,639
Interest, dividends and other investment receipts	4,230	4,082
Net GST	2,622	(1,424)
Cash was applied to:		
Payments to suppliers and employees	220,555	211,085
Donations or grants paid	-	
	-	
<b>Net Cash Flows from Operating Activities</b>	<b>69,302</b>	<b>(7,115)</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Cash was received from:		
Receipts from the sale of property, plant and equipment	-	-
Receipts from the sale of investments	-	689
Proceeds from loans borrowed from other parties	-	-
Capital contributed from owners or members	-	-
Cash was applied to:		
Payments to acquire property, plant and equipment	5,578	-
Payments to purchase investments	52,866	-
Repayments of loans borrowed from other parties	-	-
Capital repaid to owners or members	-	-
<b>Net Cash Flows from Investing and Financing Activities</b>	<b>(58,444)</b>	<b>689</b>
<b>Net Increase / (Decrease) in Cash</b>	<b>10,858</b>	<b>(6,426)</b>
Opening Cash	7,880	14,306
Closing Cash	18,738	7,880
This is represented by:		
Bank Accounts and Cash	18,738	7,880

The financial statements should be read with the Statement of accounting policies and the Auditor's report.



## Parentline Manawatu

### Statement of Accounting Policies

For the year ended  
30 June 2017

#### Basis of Preparation

Parentline Manawatu Inc. 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 of 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 (GST)

All amounts are recorded exclusive of GST, except for Debtors, Creditors and Unused Donations/Grants which are stated inclusive of GST.

#### Income Tax

Parentline Manawatu Inc. 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.

#### Specific Accounting Policies

##### 1. Fixed Assets and Depreciation

Fixed Assets are recorded at cost less depreciation using the Inland Revenue Department diminishing value rates.

##### 2. Accounts Receivable

Accounts Receivable are stated at their estimated realisable value.

##### 3. Grants

Grants received are recognised as income unless specific conditions are attached to a Grant these cases the Grant is treated as a liability until the conditions are met. The figure at Balance Date, shown as "Income in Advance or Carried Forward" is calculated by the Governance Group.

#### Changes in Accounting Policies

There have been no changes in accounting policies this year.





**ParentlineManawatu**  
**Notes to the Performance Report**  
For the year ended  
30 June 2017

**Note 1 : Analysis of Revenue**

Revenue Item	Analysis	2017	2016
Fundraising revenue		\$	\$
	Movie Fundraiser	-	487
	Sale of Entertainment Books	-	240
	Pie Fundraiser	925	-
	Total	925	727

Revenue Item	Analysis	2017	2016
Donations and other similar revenue		\$	\$
	Donations/koha from Friends/Members	1,705	1,765
	Donations for parenting programmes	456	78
	Donations/koha from the public	30	88
	Central Energy Trust	608	-
	Community Services Council - Small Grants Fund	2,780	-
	Eastern and Central Community Trust Grant	4,000	4,000
	Infinity Foundation Grant	2,411	1,500
	Lion Foundation Grant	7,214	2,830
	Milverton Trust Grant	300	400
	Pub Charity Grant	2,335	-
	Trillian Trust Grant	1,000	-
	United Way Grant	3,000	3,000
	Total	25,839	13,661

Revenue Item	Analysis	2017	2016
Fees, subscriptions and other revenue from members		\$	\$
	Membership Fees	201	174
	Total	201	174

Revenue Item	Analysis	2017	2016
Revenue from providing goods or services		\$	\$
	Lease or rental revenue	2,540	3,284
	Revenue from grants or contracts for service with local government	15,000	16,813
	Revenue from grants or contracts for service with central government	144,358	122,932
	Revenue from sales to the public	1,904	2,388
	Catholic Charities Foundation (Diocese of NZ) Grant	2,000	2,000
	COC3 Grant	2,500	4,500
	Ilott Charitable Trust Grant	2,000	2,000
	Isaacs Trust Grant	-	740
	Kiwanis Foundation	2,000	-
	Lotteries Grant	35,000	27,000
	Macarthy Trust Grant	4,500	4,129
	Mainland Foundation Grant	8,000	8,000
	Page Trust	3,000	-
	Prince Albert College Fund	3,000	-
	Pub Charity Grant	-	710
	Trillian Trust Grant	-	2,399
	Total	225,802	196,895

Revenue Item	Analysis	2017	2016
Interest, dividends and other investment revenue		\$	\$
	Interest	5,021	4,373
	Total	5,021	4,373





**Parentline Manawatu**  
**Notes to the Performance Report**  
For the year ended  
30 June 2017

**Note 2 : Analysis of Expenses**

Expense Item	Analysis	2017	2016
		\$	\$
Expenses related to public fundraising	Movie Fundraiser	-	413
	Local Fundraising	-	-
	Pie Fundraiser	483	-
	Total	483	413

Expense Item	Analysis	2017	2016
		\$	\$
Volunteer and employee related costs	Salaries and Wages	127,755	138,676
	KiwiSaver contributions	4,301	4,060
	AACC levies	426	488
	Training	1,346	1,903
	Travel Costs	534	83
	Volunteer Expenses	16	-
	Employment Expenses	1,173	416
	Total	135,551	145,626

Expense Item	Analysis	2017	2016
		\$	\$
Costs related to providing goods or services	Direct costs relating to service delivery	36,969	14,659
	Contracted Facilitator costs	17,638	
	Other service delivery costs	7,079	19,731
	Administration and overhead costs	25,748	25,330
	Total	87,434	59,720

Expense Item	Analysis	2017	2016
		\$	\$
Grants and donations made	Koha	-	-
	Total	-	-

Expense Item	Analysis	2017	2016
		\$	\$
Other expenses	Affiliation fees	109	188
	Insurance	2,859	3,119
	Depreciation	1,584	973
	Prior Year GST Adjustment	2,997	
	Total	7,549	4,280



# Parentline Manawatu

Notes to the Performance Report  
For the year ended  
30 June 2017

## Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	2017	2016
Bank accounts and cash	Cheque account balance	\$ 18,738	\$ 7,880
	Total	18,738	7,880

Asset Item	Analysis	2017	2016
Debtors and prepayments	Prepayments	\$ 2,437	\$ 4,373
	GST Receivable	-	1,900
	Accounts receivable	7,563	8,667
	Term Investment Interest Accrual	1,625	834
	Total	11,625	15,774

Asset Item	Analysis	2017	2016
Other current assets	Short term deposits	\$ 150,281	\$ 77,415
	Total	150,281	77,415

Asset Item	Analysis	2017	2016
Other non-current assets	Long-Term Deposit	\$ -	\$ 20,000
	Total	-	20,000

Liability Item	Analysis	2017	2016
Creditors and accrued expenses	Trade and other payables	\$ 4,901	\$ 1,111
	GST Payable	369	-
	Total	5,270	1,111

Liability Item	Analysis	2017	2016
Employee costs payable	Wages and salaries earned but not yet paid	\$ 5,701	\$ 5,032
	Holiday pay accrual	5,133	6,581
	PAYE owing	3,229	2,798
	Total	14,063	14,411

Liability Item	Analysis	2017	2016
Unused donations and grants with conditions	ANZ Staff Foundation	\$ 5,000	\$ -
	Lion Foundation Grant	956	1,170
	Lottery Grants Board	28,750	-
	Milverton Trust	300	-
	MOE - IY Expenses	861	421
	Pub Charity Grant	-	1,290
	Total	35,867	2,881



# Parentline Manawatu

## Notes to the Performance Report

For the year ended  
30 June 2017

### Note 4: Property, Plant and Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales / Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	2,099	608	-	411	2,295
Office equipment	237	-	-	80	157
Computers (including software)	796	4,970	-	1,093	4,673
<b>Total</b>	<b>3,132</b>	<b>5,578</b>	<b>-</b>	<b>1,584</b>	<b>7,125</b>

2016					
Asset Class	Opening Carrying Amount	Purchases	Sales / Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Furniture and fixtures	2,497	-	-	398	2,099
Office equipment	365	-	-	128	237
Computers (including software)	1,243	-	-	447	796
<b>Total</b>	<b>4,105</b>	<b>-</b>	<b>-</b>	<b>973</b>	<b>3,132</b>

Significant Donated Assets Recorded - Source and Date of Valuation

Nil (2016- nil)

Significant Donated Assets - Not Recorded

Nil (2016-nil)





# ParentlineManawatu

## Notes to the Performance Report

For the year ended  
30 June 2017

### Note 5: Accumulated Funds

2017				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	105,798	-	105,798
Surplus/(Deficit)	-	26,771	-	26,771
Closing Balance	-	132,569	-	132,569

2016				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	100,007	-	100,007
Surplus/(Deficit)	-	5,791	-	5,791
Closing Balance	-	105,798	-	105,798

### Note 6: Commitments and Contingencies

Commitment	Explanation and Timing	At balance date	
		2017	2016
		\$	\$
Commitments to lease or rent assets	Lease of rooms at Hancock Community House-PNCC until March 2019, with 1 right of renewal of 2 years.	22,092	8,679
	Photocopier lease - Fujil Xerox until March 2019	4,822	6,492

Note: 8

### 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. (2016-nil)

Note: 9

### Prior Year Comparatives

Prior Year Comparatives have been reclassified to align with new reporting categories for 2017.



## INDEPENDENT AUDITOR'S REPORT

To The Members of the Parentline Manawatu Incorporated

### Report on the Financial Statements

#### Qualified Opinion

We have audited the financial statements of Parentline Manawatu Incorporated on pages 19 to 27, which comprise the statement of financial position as at 30 June 2017, the statement of financial performance and statement of cash flows for the year then ended, the statement of accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements on pages 19 to 27 present fairly the financial position of Parentline Manawatu Incorporated as at 30 June 2017 and its financial performance and cash flows for the year ended on that date in accordance with the requirements of Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board relevant to reporting financial position, financial performance and cash flows.

#### Basis for Qualified Opinion

Control over income excluding Contracts, Grants and Interest, prior to being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described below in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than in our capacity as auditor we have no relationship with, or interests in, Parentline Manawatu Incorporated.

#### Restriction on responsibility

This report is made solely to the Committee, as a body, in accordance with section 42F of the Charities Act 2005. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the trustees as a body, for our audit work, for this report, or for the opinions we have formed.

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

The Committee is responsible for the preparation of financial statements in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit), and for such internal control as the Committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, the Committee is responsible for assessing the Parentline Manawatu Incorporated's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trust either intends to liquidate the Parentline Manawatu Incorporated or to cease operations, or has no realistic alternative but to do so.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are 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 ISAs (NZ) 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 these financial statements.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- ☐ identify and assess the risks of material misstatement of the financial statements, 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 the Parentline Manawatu Incorporated internal control.
- ☐ conclude on the appropriateness of the use of the going concern basis of accounting by the Committee and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Parentline Manawatu 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 statements 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 the Parentline Manawatu Incorporated to cease to continue as a going concern.
- ☐ evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

We communicate with the Committee 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.



Cotton Kelly  
8 September 2017