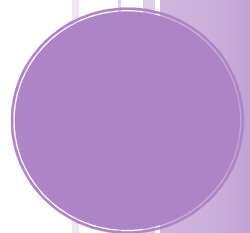




KARA HOUSE INC.

2013-2014



KARA HOUSE INC.

Mission

Kara House supports the rights of women and children to live in safety and without fear, using professional practice informed by feminist, human rights and social justice principles.

Vision

Kara House is committed to providing a physical and personal environment which optimises the privacy, value and strength of the individual.

Philosophy

All women and children should have the right to live free of domestic violence, harassment, discrimination and abuse.

HISTORY

In 1978 the Italian welfare organisation CO.AS.IT. established a women's refuge to serve the Italian community. After a short time and lengthy discussions CO.AS.IT. relinquished responsibility to a new body to be run solely for women. Historically Kara House has provided services to women and children from diverse cultural and linguistic backgrounds.

In 1988 the women's refuge became an Incorporated Association known as Kara House. By 2000 Kara House, in response to community need, established a Domestic Violence Outreach program to provide information and support. In the same year Kara House moved offsite and established a separate office shared with another domestic violence service. In 2002 Kara House expanded its Domestic Violence Outreach program to meet the needs of lesbian/same sex attracted women. Kara House again moved office in 2010 into a space shared with a large welfare organisation. In the same year we were fortunate to receive funding from the Department of Human Services to provide a program called A Place to Call Home. In early 2014 Kara House again moved office to larger premises with better facilities. We are again sharing with another domestic violence service and trust that this collaborative arrangement will be of benefit to both services and to the women and children we assist.

GOVERNANCE

Kara House is an Incorporated Association governed by a Management Committee.

Kara House Management Committee is comprised of knowledgeable women with extensive experience in business related disciplines such as banking, law, IT, human resources and marketing. Members also have welfare related knowledge, including general service provision and mental health.

Kara House Management Committee meets monthly with additional meetings scheduled for Strategic planning and any other special requirements. They meet annually in October/November for the Annual General meeting.

Kara House Management Committee has responsibility under the Associations Incorporation Reform Act 2012 and the Kara House Constitution to provide leadership, set the strategic direction of the organisation and monitor its finances and activities. The Management Committee has overall responsibility to ensure Kara House is accountable and complies with all relevant legal and regulatory requirements and supports its vision, purpose and aims. Our Management Committee members are all volunteers that give of their time and expertise.

Chairperson Margaret Morrissey

Vice Chair Leonie Bird

Treasurer Anita Carr

Secretary Maureen Breen

Members

Tamsin Creed

Carmen Gould

Catherine Lockstone

Susanne Goldie

Highlights

Welcoming new committee members and new staff

Forming a new development committee

Undertaking the Motel Crisis Outreach program

Commencing development of our website

Moving office

CHAIRPERSONS REPORT

On behalf of the Committee of Management of Kara House I am pleased to present the Annual Report for the 2013-2014 financial year.

As in previous years there has been substantial changes, both with the Committee of Management and the relocation of Kara House office.

This year we said goodbye to Tamsin Creed and we thank her sincerely for her great contributions. We also acknowledge the support from Tamsin's workplace Malleson's, for providing pro bono advice, in aligning Kara House's Constitution with the new Incorporated Association's legislation. Tamsin has left to take on the new role of motherhood. The addition of 2 new Committee members Catherine and Susanne has given the Management Committee (MC) a much need expansion of expertise in Information Technology, Psychology and Change Management. With the introduction of new skills and ideas, the MC have the advantage of our first Sub-Committee chaired by Carmen. The new Development Committee's (DC) purpose is to "further voluntary funding opportunities and development opportunities including in-kind support to help the work of Kara House"

I sincerely thank my Committee Colleagues for their support and particularly quick responses when decisions are required with minimal notice.

It was with regret that we saw the retirement of our Manager, Desally Turner. The MC has been supported and guided by Desally over the past 8 years. She has taken us successfully through 2 rounds of accreditation, relocation of the office twice and through numerous other changes within the Department of Human Services and the introduction of new legislation for Incorporated Associations, which includes not for profit organisations. Our regret at losing Desally's years of experience within the domestic violence sector is tempered by the joy we share with her, retiring to do the travelling she enjoys, but more so the time she now has to spend with her lovely grandson.

The Committee is pleased to announce the teamleader, Veronica Coleman, who has stood in as acting Manager for Desally on many occasions, has agreed to accept the role of Kara House Manager.

The relocation of Kara House to a new office has meant the beginning of a closer relationship with a like organisation, Women's Liberation Halfway House (WLHH). The two MC's formed a memorandum of understanding to share an office lease and also a new initiative, to provide immediate outreach to women in crisis, who have been placed in a motel for their safety, by the Women's Domestic Violence Crisis Service. These women find themselves in many cases with little more than the clothes they wear and no safe supports to assist them. This service means they will now be visited by a support worker and physical and emotional support provided.

Our core business; the provision of assistance and support to women to live free of violence and abuse by provision of information, referral and crisis accommodation is becoming increasingly challenging.

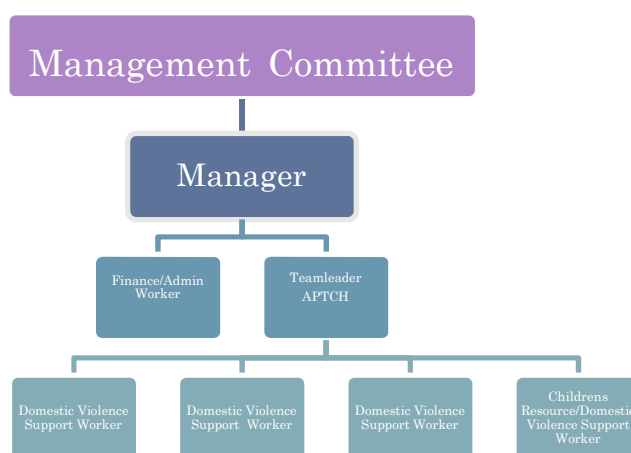
Finding suitable accommodation for our women and children is becoming more difficult each year, as the incidence of domestic violence increases annually. Although there is now a higher community awareness of the severity of this problem, a further real problem that needs to be addressed by our State Authorities is the decrease in affordable housing, to enable our traumatised women and children a safe haven.

Kara House remains extremely proud of its reputation as a crisis and outreach service and the skills and dedication of the staff. The professional, caring and holistic manner in which the staff support the women and children through a very difficult and emotionally trying time is admirable.

The Management Committee are sincerely grateful to the staff of Kara House for their professionalism and support throughout this financial year and look forward to working together for the next 12 months in this necessary and essential service.

Margaret

KARA HOUSE ORGANISATIONAL STRUCTURE



Manager Desally Turner

Finance/Admin Worker Laura Zhou

Team leader/Aptch Veronica Coleman

Support worker Sinead, Jen, Diane, Mem, Eline, Brooke, Aine.

MANAGER'S REPORT

Again this year, on behalf of the staff of Kara House, I have pleasure in presenting my report which outlines the achievements and changes throughout the year, aimed at improving services and outcomes for the women and children that come to Kara House as survivors of domestic violence.

The Annual Report essentially provides an overview of the activities, accountabilities and continuous improvement initiatives of the financial year, including accounting and auditing requirements. However we cannot present this report in isolation without acknowledging the large number of individuals and organisations that contribute each day to the efforts of Kara House. We are encouraged and thankful for this continued support. Without it the work of Kara House to improve pathways and resources and enhance outcomes for women and children with various needs would not be possible. Later in this report there are thanks to some of the organisations and individuals that have made a contribution to our work.

Our particular thanks go to our volunteer Management Committee members who support the staff and the work of the organisation throughout a busy year. Thanks also to the Department of Human Services and their staff for the major funding of the organisation, and to our sister domestic violence services for their collegiate support and collaborative efforts towards an enhanced service sector.

To the individual staff members who give so much of themselves to the women and children their efforts are just not recognised as individual efforts but are valued as contributing to enhance the outcomes of the organisation and for clients in the longer term.

To those who have not been mentioned earlier, especially those who volunteer their time and efforts to provide welfare items for assistance to clients, we thank you most profusely. The staff have the pleasure of providing necessary items to women and children in crisis and importantly to make holidays and normal family events achievable. Without the assistance of these kind donations Kara House would not be in a position to provide these items.

This financial year has also seen several changes to the organisation – primarily the change of office premises and secondly enhanced service delivery in the form of support to women and children in interim accommodation.

At the time of the last Annual Report Kara House was making concerted efforts to obtain a suitable new office location as the sub-lease of our office space was ending. Office space in our desired area, within a short distance to amenities and our refuge proved to be both expensive to rent and in short supply for individual occupancy or as shared premises.

We were however exceptionally fortunate that our sister organisation Women's Liberation Halfway House was also looking for a suitable location for office space. After negotiations and collaborative efforts we were delighted to find not only suitable accommodation for both organisations under the same roof, but also improved amenities for staff and clients.

Both organisations made the move to the new premises in January and although this has been a significant upheaval during normal service delivery it was achieved with good humor. The development of the office areas continues, and further site enhancements by the landlord has seen a café open onsite, to the delight of staff and visitors.

We are also pleased that it appears that the A Place To Call Home (APTCH) program looks to be continuing past the initial three year period – at least for another twelve months. Kara House awaits further advice from the department regarding this initiative that has seen enormous benefit for clients from the Eastern Region.

Also, as a direct result of collaborative practice, Kara House is now supporting women and children immediately after leaving violent relationships in motel accommodation. This is a new initiative that commenced at the end of this financial year, and it is hoped that it will be extended to other areas.

This Motel Support, at it has become known, has been developed in recognition that for some time clients have been waiting in motel - or other accommodation crisis options -whilst a refuge vacancy is identified. This wait can be for some time during busy periods. More importantly during this time women have little or no direct support worker involvement other than by phone contact. In talks with the Women's Domestic Violence Service (WDVCS) an initiative has been commenced - where referrals are made to Kara House from WDVCS to selected accommodation options in the region and during the day either a Kara House or WLHH worker will attend the accommodation after the women and children arrive to support and provide immediate welfare needs. The afterhour's response will be provided by EDVOS, therefore providing a collective response to a gap in service delivery for clients.

The work of the Management Committee goes far beyond the understood role of committees, that of attending monthly meetings. Management of Incorporated Association's entails governance and reporting responsibilities, but also commitment to not only overseeing the general working of an organisation but to adding valued comment.

This year saw the rewriting of the Constitution and lodgment of this document with the Department of Justice for approval under the new Act. This was a major piece of compliance work, involving considerable effort.

In acknowledging the work of the Management Committee this year, of special note is their work towards the move to our new premises, the substantial efforts for heads of agreement between organisations, leasing arrangements and procurement of the necessary contracts for works to the new office. All of which required enhanced attention to detail and due diligence, not to mention the time and effort of all concerned.

In acknowledging their contribution to the work of Kara House, I would also like to welcome our new members to the Management Committee and also the new Development sub-committee who will contribute to the work of governance streamlining and further developing the reporting structures of the main committee.

Responses to women and children largely rely on the professionalism and caring of the support workers who continue each day the provision of comprehensive short term and longer term interventions and assistance to the women and children who come into contact

with Kara House – either as outreach clients, refuge or longer term transitional clients. This is not to mention the secondary consultations, for and on behalf of other women and children from other services. I would like to not only acknowledge their effort but commend their work toward a safer society free of violence and towards the mission and vision of Kara House.

We welcome Diane to our team, and a returning member of staff, Jen, who has rejoined Kara House a few days a week. Training and development of both new staff and existing staff is ongoing and brings new strength to the organisation as a whole. There is a lot of work by staff that is largely administrative in nature to keep the organisation running, including management and accounting functions and this work needs also to be acknowledged for without this work Kara House could not function.

At this time I would also like to thank staff past and present, as I have announced my retirement from Kara House after eight years as Manager. As this will be my last report I would like to thank all for their continued support of myself in this role over the years. There have been many changes over the years, new programs and services, redevelopments and changes of office locations, and amenity changes both at the refuge for clients and for staff facilities.

Desally

Future

Successfully complete our third round of accreditation

Expansion of Motel Crisis Outreach

Development of client programs and activities- art therapy, information sessions, groups

Website

Expansion of community education

Closer partnerships with the wider service system

What we do

Kara House is part of the Victorian women's refuge service system which aims to provide safe and secure accommodation and support to women and children who have experienced the effects of domestic violence and need to relocate for their safety.

Crisis Accommodation- The core business of Kara House is to provide safe and secure refuge accommodation for women and children escaping domestic violence. But it is more than this. Kara House support workers provide material aid to address immediate needs, emotional support, information about legal processes such as intervention orders, family court and child protection, safety planning, referral and liaison with other services. We also conduct children's assessments to identify trauma and refer children to childcare, school, groups and counselling.

Transitional Housing Support- Kara House has relationships with housing managers such as Community Housing Limited and Salvo Care Housing to support clients living in transitional housing. Sometimes these are refuge clients who have moved on from refuge and other times they are clients residing in transitional housing that require the assistance of a support service. Transitional housing support can continue for up to 5 years

Outreach/Lesbian Outreach- Kara House responds to direct contact from women and referral from other services to the needs of women in, or suffering the effects of abusive relationships. Support workers can provide court support, advice, information, advocacy and emotional support in the woman's home, the Kara House office or a safe public place. Kara House also provides support to same sex attracted women.

A Place To Call Home- Kara House is fortunate to manage the A Place to Call Home program in the Eastern Region. A Place to Call Home provides intensive support to high needs families living in transitional housing. After a 12 month period the transitional housing becomes the families' permanent public housing thereby avoiding the need for the family to move. Referrals to the program come from domestic violence services in the Eastern Region.

Motel Crisis Outreach- Kara House in partnership with Women's liberation Halfway House and the Women's Domestic Violence Crisis Service provides timely material aid and emotional support to women and children accommodated in motels while waiting for placement in refuge. This service assists women and children at their most vulnerable time and provides invaluable face to face contact when a woman has made a life changing decision.

Community Education- Kara House Management and support workers are pleased to give talks to community groups, educational institutions and other interested parties to promote the work of Kara House and educate the community about domestic violence. Kara House has strong partnerships with educational organisations, has on average at least 2 students on placement a year and believes that educating students is the greatest contribution we can make to the quality of workers entering the service system.

Secondary Consultation- Kara House support workers are available to provide advice and information to other services who are working with clients who may be experiencing domestic violence. We welcome the opportunity to collaborate to provide an effective holistic service to clients.

Advocacy- Kara House support workers advocate for their individual clients, at court, for cultural support, when referring to other services, for housing and in a multitude of other direct and indirect ways. As an organisation Kara House comments on and participates in the area of broader community and societal education and change through our peak body and networks.

Professional Development- Kara House workers undertake training throughout the year to build on their skills and to maintain qualifications. In the past year Kara House staff have carried out training in First Aid, Common Risk Assessment Framework (Craf), Domestic Violence for new workers, Assisting clients through the legal system, OH&S, Children and trauma, technology and safety to name a few.

Continuous Quality Improvement- Kara House has previously been accredited under the Housing Assistance and Support Standards (HASS) and Quality Improvement and Community services (QICSA) standards in 2009 and 2011 and is due for re accreditation under the Quality Improvement Council (QIP) and Department of Human Services standards in 2015. Continuous Quality Improvement is a cornerstone of accreditation and Kara House is constantly looking at our policies and procedures, risk management processes, client service delivery and Human resources for ways of improving.

Day to Day Administration and Portfolios

As well as the core business of supporting clients in crisis, Kara House workers also have responsibility to create case notes and manage our data collection program Ship as well as the myriad of other tasks required to keep us operating. Workers are rostered to conduct house meetings and each worker has additional duties such as, maintaining cars, Sunsmart and children's program, key and refuge audits, occupational health and safety, maintenance and shopping. All these additional tasks add variety to our day and are rotated regularly for knowledge management.

STAFF REPORTS

Team leader/APTCH

Kara House has undergone significant change in the last 12 months. This has involved major challenges. Not least of these challenges has been the relocation of our office to a larger space, encompassing a conference area and an improved interview space. The process of seeking a new office space, negotiating the lease and physically moving was enormously time consuming for the management of Kara House. As is usual, it was not without incident, especially as regards our communication systems. All problems aside we were sad to leave the Salvation Army Eastcare and continue to maintain the positive relationships we enjoyed in the past.

The move to new premises has given us the opportunity to explore a closer working relationship with our sister service, Women's Liberation Halfway House and the decision was made for both services to work from a shared office space. Now, 6 months down the track, we are beginning to feel settled and comfortable in our new home and to enjoy the day to day opportunity to work collaboratively. We hope that this partnership will strengthen further as we explore mutually beneficial opportunities.

The last twelve months has seen some staff changes. We miss our long term team members who have moved on and acknowledge the contribution of those brief team members who have filled the gap. Each one has taught us new ways of thinking and working and has left their mark on Kara House.

The A Place To Call Home program has been at full capacity. This innovative program offers intensive support to nominated families in transitional housing. After a period of 12 months the property becomes the family's permanent public housing thereby avoiding the need for families to relocate. Universally clients have reported the benefits of this stability, especially to their children. Kara House is pleased that the APTCH program has been extended for a further 12 months.

The next 6 + months will see us concentrating on the more practical aspects of our service delivery as we progress towards our next accreditation. The move to new, shared premises and the pooling of some resources has raised a number of issues that require incorporation into our risk management and quality improvement plans. The discussion and observation of client service provision has also afforded the chance to look closely at different ways of working with clients and assisting them towards their longer term goals.

The last 3-4 years has seen enormous change in the welfare sector. We look forward to the future as an opportunity to expand and refine the service we provide. Undoubtedly we will be working closely with other services and forming partnerships to deliver quality innovative service to our clients.

As always our work would not be possible without the support of our work colleagues and I thank them for their ongoing commitment to clients and for their contribution to our team.

Veronica

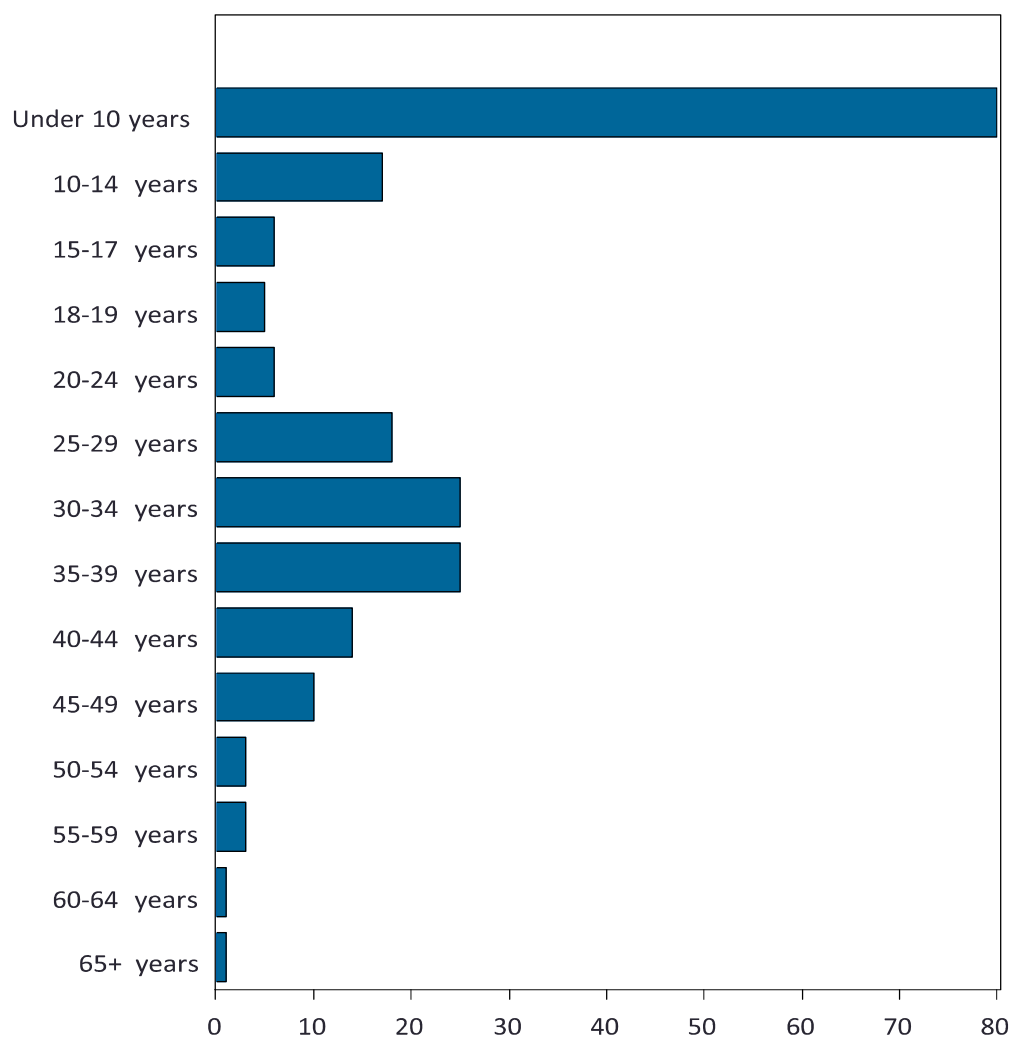
Children's Resource Worker

This is my second annual report for Kara House and the biggest change is that since I wrote the first one I applied and was accepted for the Children's Resource Worker position. In crisis work, you have busy days and slow days and learning to prioritise was an essential part of my new role. During the Christmas period, Kara House had staff on leave but those of us working managed to make sure all the children had presents and were feeling as secure as they could living in crisis and not at home. Part of my role at Kara House is assessing children as they come into refuge for any experience of domestic violence they may have witnessed or experienced. I will advocate where necessary for the children and link them into any further services they require including childcare, counselling and school. I believe it is important to have positive ongoing relationships with these services to assist children and avoid them slipping through the gaps. I also am working on improving the child's experience of refuge. This will require the expansion of the children's toy library where we provide good quality, educational toys for the children to borrow while in refuge. We also hope to make over the children's playroom and playground. In crisis accommodation, a child needs to feel safe with their mother. One of the ways to create a bond is through play and art. We are currently looking at additional activities and the possibility of an art therapist to work with families and assist them to express themselves through art. I also attend the Children's Network Meetings, which is an enjoyable aspect of my job. Meeting with other services once a month and seeing what groups or programs they are running and exploring opportunities to refer our clients to can be very rewarding. I have also been going to a few training days over the past year regarding family violence and children and am constantly learning new ways of connecting with my clients and their children. I am really enjoying the team dynamics. Our team is the backbone of our organisation and it needs to be strong for us to survive. I believe this coming year will be filled of positive change at Kara House and I look forward to being a part of it.

Sinead

CLIENT STATISTICS

Age of Client's (including children) 2013-2014



This chart illustrates the broad age groups that are accommodated in our refuge. It is important to note that the largest proportion are children under 10 years of age. This fact makes it imperative that Kara House and other refuge services devote time and attention to the needs of these infants and children to mitigate the impact of domestic violence. Kara House does not receive funding for children.

Most common countries of birth 2013-2014

Country	No
Australia	139
Sudan	14
Vietnam	7
Turkey	6
New Zealand	6
China	5
Iran	3
Thailand	3
Afghanistan	2

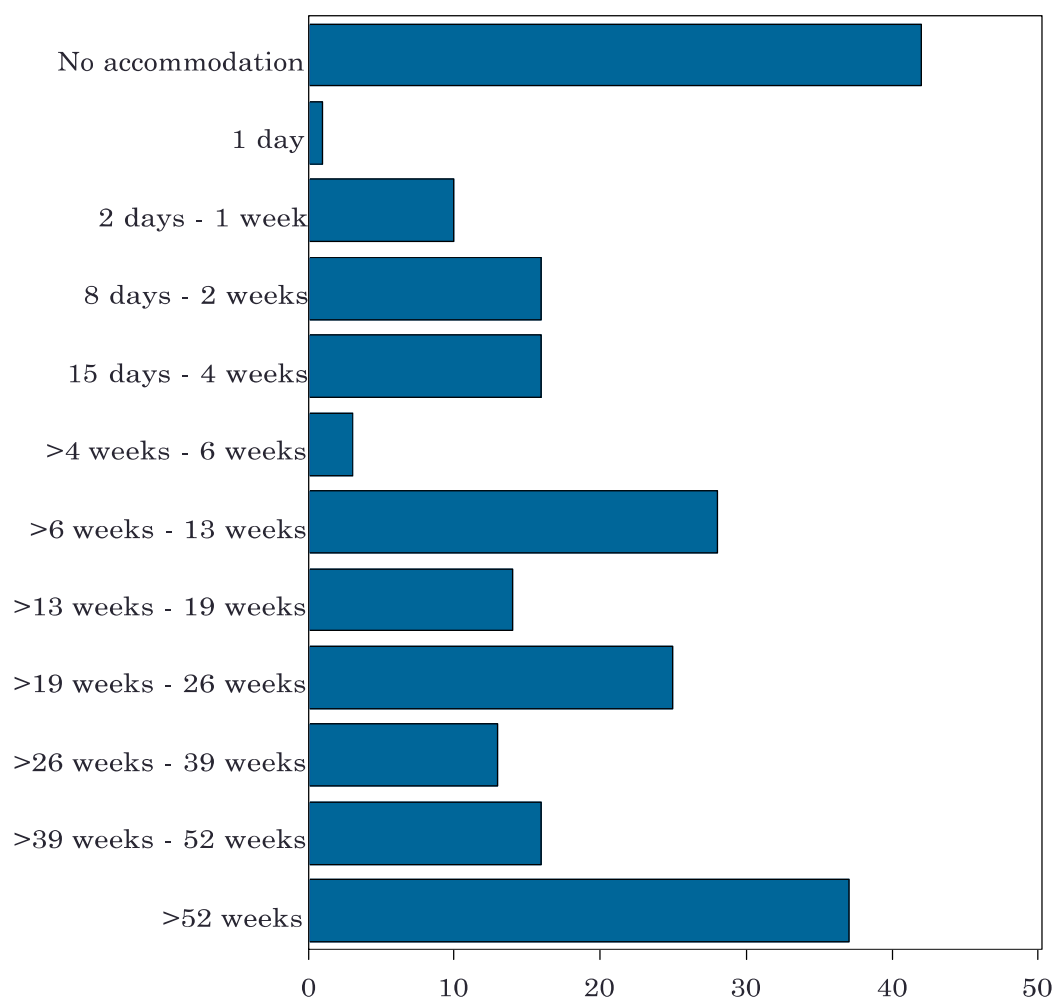
The table above only gives a small cross section of the cultural back grounds of the women and children that are supported by Kara House. As well as the cultures listed, Kara House has also supported women and children from Ethiopia, Philippines, Macedonia, Lebanon, Scotland, Bangladesh, Yugoslavia (former), Kenya, Indonesia, Canada, Japan and England.

Accommodation before presenting to refuge

Accommodation	Number
Sleeping rough or in non-conventional accommodation	10
Short term or emergency accommodation due to a lack of other options	77
Not homeless	1
Not specified	2

The above table indicates the housing a client was living in before entering refuge. The majority of clients come to us through the Women's Domestic Violence Crisis Service and are therefore living in emergency accommodation. The bulk of these clients will have left their home. This table does not include the children who have also left their home.

Length of Accommodation



The above chart shows the number of clients accommodated by Kara House and also the length of that accommodation. The first 3 bars on the chart cover our Motel Crisis Outreach and normal Outreach clients as well as those clients that decide not to stay in refuge. The largest term indicated on the chart is 52 weeks, however, a number of our clients continue to receive our support for 2- 5 years while they reside in transitional housing waiting for their permanent public housing.

Feedback

"I am going to miss being in refuge- I felt safe there"

*"I found my experience at Kara House to be great, the ladies
they were wonderful"*

"I want to thank everyone for all their help and support"

**"If it wasn't for Kara House I don't know where
I would be today"**

"Feel confident that I have a good support worker and will get the help I need"

**"I do a lot of thinking about my life and my
children's lives too"**

CLIENT STORIES

(Names and details have been changed to protect client privacy)

Amal

Amal was referred to Kara House by the Women's Domestic Violence Crisis Service in early 2011. She had her two daughters with her – Ester 16 years old and Marina 14. The perpetrator of her violence was her husband.

Amal met her husband in Lebanon in 2009. He was holidaying in Lebanon, born in Lebanon but was a resident of Australia. Amal later said that her husband was on a “wife-finding holiday”. Amal was attracted to this man and when he returned to Australia they continued their friendship via the internet. A year later he returned to Lebanon, married Amal and arranged for her and her daughters to move to Australia in late 2010. Amal was excited at the prospect of bringing her daughters to Australia; she believed they would have more advantages than if they had stayed in Lebanon.

Within months of their married life together in Australia, Amal was a victim of domestic violence perpetrated by her husband, and his former wife. The abuse was verbal, it was intimidatory, it was threatening and it was physical. Amal was sexually abused, financially abused and she was isolated.

Several weeks later, unobserved by her husband, Amal and her daughters walked out of the house. A passer-by seeing the distressed family took them to a police station and 3 days later she was in Kara House.

Amal could not speak English, she did not have permanent residency, she didn't know Australia or its laws and customs, she did not have any money, she was responsible for two children, she was homeless and she could not return to Lebanon.

Over the three weeks that Amal was in refuge, every conversation with her was through an interpreter. The Department of Immigration was informed Amal was residing in, and being supported by, Kara House and she was linked into a GP, Centrelink, migration support, sexual assault counselling and legal aid. Kara House provided Amal with food vouchers and material aid for 10 weeks before she was eligible for Centrelink income. She was taught basic living skills – how to catch public transport, where to shop, Australian money, the Court system.

Amal and the children were transferred to a transitional property and her support continued. There were many court visits which impacted greatly on Amal's health. She was linked into a psychologist.

The children were enrolled into a language school and they commenced counselling.

Amal and her daughters remained in transitional housing until June this year when she was offered a property through the Department of Housing.

Amal can now speak English, she has permanent residency and she receives a benefit from Centrelink. Her daughters speak English and have continued on with their education. Amal and her daughters live in a small house with a back yard. They are settled and they feel safe.

Sarah

On average, every year Kara House has more than 35 children reside in our refuge. Although the refuge is safe, it is not an ideal situation for children to be in. Children of all ages come into refuge from the not yet born to late teenage years. Children crave routine and stability in order to thrive and feel safe and Kara House works hard to create a homely and stimulating environment.

When a child first enters refuge, the children's worker conducts a Children's Assessment as soon as possible, usually within the first two days. This assessment will explore what the child has experienced in terms of violence, which can range from being physically abused as well as hearing the violence from another room. The Children's Assessment will also go into the attachment between the mother and the child and the physical, emotional and educational needs of the child. After this assessment is conducted, needs are clearly identified and referrals and linkages can be put in place.

All children are closely observed by the children's worker as well as other staff. Children are included as part of the mother's case plan and their needs are routinely followed up. Kara House has good relationships with the local childcare centre's, schools and Maternal and Child Health centres who will also observe the children closely and communicate any concerns over the children back to Kara House.

Kara House and Child Protection often work closely together conducting regular care team meetings with other services involved with children in order to build a positive future free from violence.

Sarah, an aboriginal pregnant woman, came to our service in late 2013. Sarah had two other children that were in Department of Human services care. Sarah had a long history of distrust with the system. Sarah believed her unborn child would be taken by DHS. As soon as Sarah came into refuge, she was linked in with the local doctor and pregnancy services to assist her with her birth. Kara House advocated with DHS for Sarah to be given a chance with her child. Sarah was put in a transitional property while pregnant and moved to a two bedroom property appropriate for when she gave birth. With stable accommodation, Sarah was able to successfully set up for the birth of her child. Sarah felt positive for her future.

Sarah gave birth earlier this year to a healthy baby boy closely observed by Kara House and other services we had referred her to. This including a close link to her culture through an Aboriginal Family Strengthening program. Odyssey House were also involved through the Kids in Focus program and worked intensively with Sarah to parent positively.

Sarah is now having access with her two other children. Something that had seemed impossible for her 12 months ago. With stability and support she has been able to turn her life around. Sarah is looking for reunify with her second child in a few months' time. She is also attending young parenting groups and doing well.

Kara House is constantly looking for ways in which the refuge system can be more suited to children. It is never the ideal situation for the children but with the correct supports in place, a positive future can be built for the children, free from violence.

ACKNOWLEDGEMENTS

Kara House Management Committee and staff would like to thank the numerous individuals and groups that spend time creating and collecting the donations that enable us to provide extras to the women and children that come to Kara House.

These donations are as varied as crocheted blankets and baby clothes, stationery, linen, clothing and toiletry essentials as well as regular gift bags at mother's day, Easter chicks and gifts for children at Christmas time.

We would also like to acknowledge the support of our service partners, especially our co-tenant Women's Liberation Halfway House, for the opportunity to collaborate and explore opportunities to learn from each other to improve the status of women and children.

Thank you also to The Department of Human Services who provides our funding under the Funding and Service Agreement and to the staff of the Department in the Eastern Region who have assisted with their donation collections and ongoing support.

THANK YOU

- DV East Network
- DV Vic
- Domestic Violence Resource Centre (DVRC)
- Women's Domestic Violence Crisis Service (WDVCS)
- InTouch
- The Migrant Resource Centre
- Department of Human Services – Centrelink
- Department of Human Services – Child Protection
- Department of Human Services – Eastern Region
- Department of Human Services – Office of Housing
- Citizens Advice Bureau
- Eastern Victims Assistance and Counselling Program
- Salvo Care Housing
- Community Housing Ltd (CHL)
- Women's Housing Ltd (WHL)
- North East Housing (now Haven; Home, Safe)
- Wesley – Resilient Kids Program
- Eastern Emergency Relief Network (EER)
- Keith Rooney
- Impact for Women
- Officeworks
- Zonta club of Mount Waverley
- Knitting for the Needy
- Street Smart
- Don Martin and Partners
- Jeanette Elkner and View Club
- Susan Broadby
- Connecting Up (formerly DonorTech)
- Alannah and Madeline Foundation
- Nappy Collective
- St Kilda Mum's

Kara House Inc

ABN: 20 305 139 734

Postal Address: P.O Box 308 Burwood 3125

Phone: 1800 900 520

Email: admin@karahouse.org.au

Hours: Mon to Fri – 9am-5pm



Kara House
Financial Statements
For the Year ended 30th June 2014

Kara House
Income Statement
For the Year ended 30 June 2014

	Note	2014 \$	2013 \$
Revenues	2	551,676	521,556
Employee Benefits Expenses		(357,768)	(384,198)
Depreciation and Amortisation Expenses	3	(12,790)	(13,171)
Other Expenses from Ordinary Activities		(175,680)	(133,178)
Profit (Loss) from Ordinary Activities Before Income Tax Expense	3	<u>5,438</u>	<u>(8,991)</u>
Income Tax Expense Relating to Ordinary Activities		-	-
Net Income (Loss) from Ordinary Activities After Income Tax Expense	7	<u><u>5,438</u></u>	<u><u>(8,991)</u></u>

Kara House
Balance Sheet
For the year ended 30 June 2014

	Note	2014 \$	2013 \$
CURRENT ASSETS			
Cash Assets	4	<u>224,862</u>	<u>213,577</u>
		224,862	213,577
NON-CURRENT ASSETS			
Property, Plant and Equipment	5	<u>69,633</u>	<u>72,533</u>
		69,633	72,533
TOTAL ASSETS		<u>294,495</u>	<u>286,110</u>
CURRENT LIABILITIES			
Provisions	6	70,895	66,918
GST Liabilities		9,226	10,417
Sundry Creditors		<u>8,867</u>	<u>9,375</u>
		88,988	86,710
NON -CURRENT LIABILITIES			
Provisions	6	<u>18,197</u>	<u>17,562</u>
		18,197	17,562
TOTAL LIABILITIES		<u>107,185</u>	<u>104,272</u>
NET ASSETS		<u>187,310</u>	<u>181,838</u>
EQUITY			
Accumulated Funds	7	<u>187,310</u>	<u>181,838</u>
TOTAL EQUITY		<u>187,310</u>	<u>181,838</u>

Kara House
Statement of Changes in Equity
For the Year ended 30 June 2014

	2014	2013
	\$	\$
Accumulated Funds at beginning of the financial year	181,838	190,820
Prior Year Adjustments	34	9
Net Profit (loss) attributable to organisation	5,438	(8,991)
ACCUMULATED FUNDS AT 30 JUNE 2014	<u><u>187,310</u></u>	<u><u>181,838</u></u>

Kara House
Notes to the Financial Statements
For the year ended 30 June 2014

Note 1: Statement of Significant Accounting Policies

The financial statements are a general purpose financial report that has been prepared in accordance with applicable Accounting Standards and other mandatory professional reporting requirements. The financial statements have also been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the material accounting policies adopted by the economic entity in the preparation of the financial statements.

Property, Plant and Equipment

Property, plant and equipment are brought to account at cost, less, where applicable, any accumulated depreciation or amortisation.

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

The depreciable amount of all fixed assets is depreciated on a straight line basis over their useful lives to the economic entity commencing from the time the asset is held ready for use.

Employee Benefits

Provision is made for the organisation's liability for employee benefits arising from services rendered by employees to the reporting date. Employee benefits expected to be settled within one year together with entitlements arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at their minimal amount. Other employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements.

Contributions are made by the organisation to employee superannuation funds and are charged as expenses when incurred.

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST except where the amount is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expenses. Receivables and payables in the Balance Sheet are shown inclusive of GST.

Kara House
Notes to the Financial Statements
For the year ended 30 June 2014

	2014	2013
	\$	\$
Note 2: Revenue		
Operating Activities		
Funding Received	542,116	513,576
Other Income	9,560	7,980
	<u>551,676</u>	<u>521,556</u>
Note 3: Profit from Ordinary Activities		
Profit (Loss) from ordinary activities before income tax expense has been determined after:		
(a) Expenses:		
Auditing Services	1,686	1,681
Depreciation of non-current assets	12,790	13,171
Note 4: Cash Assets		
Cash on Hand	400	500
General Account	42,205	51,112
Community Solution Cash Reserve	47,591	31,754
Term Deposit	130,000	130,000
Service Deposit	262	211
Bond	4,405	-
	<u>224,862</u>	<u>213,577</u>
Note 5: Property, Plant and Equipment		
Buildings – at Cost	3,817	3,817
Less Accumulated Depreciation	<u>3,387</u>	<u>2,879</u>
	430	938
Plant and Equipment – at Cost	28,098	18,208
Less Accumulated Depreciation	<u>7,313</u>	<u>4,873</u>
	20,785	13,334
Motor Vehicle – at Cost	78,737	78,737
Less Accumulated Depreciation	<u>30,318</u>	<u>20,476</u>
	48,418	58,260
Note 6: Provisions		
Current		
Provision for Annual Leave	47,240	44,536
Provision for Sick Leave	<u>23,655</u>	<u>22,381</u>
	70,895	66,918
Non-current		
Provision for Long Service Leave	<u>18,197</u>	<u>17,562</u>
	18,197	17,562

Kara House
Notes to the Financial Statements
For the year ended 30 June 2014

	2014	2013
	\$	\$
Note 7: Accumulated Funds		
Accumulated Funds at beginning of the financial year	181,838	190,820
Prior Year Adjustments	34	9
Net Profit (Loss) for the year	5,438	(8,991)
Accumulated Funds at the end of the financial year	<u>187,310</u>	<u>181,838</u>

Kara House
Statement of Cash Flows
For the year ended 30 June 2014

	2014	2013
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from funding	539,616	513,576
Payments to suppliers and employees	(530,499)	(521,244)
Interest received	5,666	6,693
Other Income	6,394	1,287
Net cash provided by (used in) operating activities	21,177	312
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds from (payment for) motor vehicle, plant and equipment	(9,891)	-
Net cash provided by (used in) investing activities	(9,891)	-
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from (repayment of) borrowings	-	-
Net cash provided by (used in) financing activities	-	-
Net increase (decrease) in cash held	11,286	312
Cash at beginning of reporting period	213,577	213,265
Cash at end of reporting period	224,863	213,577

Kara House
Notes to Statement of Cash Flows
For the year ended 30 June 2014

	2014	2013
	\$	\$

Note 1: Reconciliation of Cash

For the purposes of the statement of the cash flows, cash includes cash on hand and in at call deposits with banks or financial institutions, investments in money market instruments maturing within less than two months, net of bank overdrafts.

Reconciliation of Cash

Cash at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash on Hand	400	500
General Account	42,205	51,112
Community Solutions Cash Reserve	47,591	31,754
Term Deposit	130,000	130,000
Service Deposit	262	211
Office Bond	4,405	-
	224,863	213,577

Note 2: Reconciliation of net cash provided by operating activities to Operating Profit

Operating Profit (Loss) after income tax	5,438	(8,991)
Prior Year Adjustments	34	10
Depreciation of Non-current Assets	12,790	13,171
Increase/(decrease) in creditors	(1,698)	4,765
Increase/(decrease) in provisions	4,613	(8,643)
	21,177	312



Directors

Lionel R. Arnold CA B.Bus
Raelene Cheng CPA B.Com

Consultant

Janet L. Collyer FCPA

INDEPENDENT AUDITOR'S REPORT

To the members of KARA HOUSE INC

Report on the Financial Report

We have audited the accompanying financial report, being a special purpose financial report, of **KARA HOUSE INC** which comprises the balance sheet as at 30th June 2014, and the income statement, statement of changes in equity and cash flow statement for the year then ended.

Management's Responsibility for the Financial Report

The management of **KARA HOUSE INC** is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the needs of the members. The management's responsibility also includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.



Directors

Lionel R. Arnold CA B.Bus
Raelene Cheng CPA B.Com

Consultant

Janet L. Collyer FCPA

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The financial report has been prepared for distribution to members for the purpose of fulfilling the Management's financial reporting requirement. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Independence

In conducting our audit, we have complied with the relevant independence requirements.

Auditor's Opinion

In our opinion the financial report of

- (a) gives a true and fair view of **KARA HOUSE INC's** financial position as at 30th June 2014 and of its performance for the year ended on that date in accordance with appropriate accounting policies; and
- (b) complying with appropriate Australian Accounting Standards.

.....
Lionel R. Arnold
J L COLLYER & PARTNERS

15th August 2014

Auditor's Report

Independent Auditor's Report to the Department of Human Services

Scope

I have audited the attached Annual Financial Indicators Statement (FIS) for **Kara House** for the year ended **30 June 2014**.

Kara House's directors or equivalent are responsible for the preparation and presentation of the FIS.

The FIS has been prepared to show accountability for the funding received and not for any purpose other than that for which they were prepared. I have conducted an independent audit of the FIS in order to express an opinion on it, as required by the Department of Human Services.

My audit has been conducted in accordance with applicable Australian Auditing Standards issued by the Auditing and Assurance Standards Board to provide reasonable assurance as to whether the FIS is free of material misstatement. My procedures included an examination, on a test basis, of evidence supporting the amounts disclosed in the statements. These procedures have been undertaken to form an opinion as to whether, in all material respects, the FIS is presented fairly in accordance with the requirements of the Department of Human Services.

The auditor's opinion expressed in this report has been formed on the above basis.

Auditor's opinion

In my opinion, the attached Annual Financial Indicators Statement (FIS) for **Kara House**:

- i. presents fairly the transactions of **Kara House** for the year ended **30 June 2014**;
- ii. has been extracted from the audited financial report of Kara House which:
 - a. has been prepared on the basis of accounting policies consistent with applicable Australian Accounting Standards issued by the Australian Accounting Standards Board;
 - b. has an unqualified auditor's opinion; and
- iii. is GST exclusive for the Income Statement.

JL Conyer & Partners

(Firm name and firm seal if applicable)

(Signature)

Lionel R. Arons

(Partner name)

ICAA

(Partner) Member of CPAA / ICAA / NIA (circle relevant organisation)

Shen Waverley VIC 3150

(City)

10th August 2014

(Date)

FINANCIAL INDICATORS STATEMENT (FIS)

Organisation: Kara House Inc.

Agreement: 20739

	From To	01/07/2013 30/06/2014 \$	01/07/2012 30/06/2013 \$
Income Statement			
Recurring Revenues (eg. Government Grants)	A	539,616	511,976
Non-Recurring Revenues (eg. Capital Grants. Asset Sales)	DD	12,060	9,580
Employee benefits expenses	B	357,768	384,197
Depreciation and amortisation expenses	C	12,790	13,171
Lease expenses	D		
Borrowing costs expense	E		
Other expenses	F	175,680	133,178
Net Surplus/(Deficit)	G	5,438	-8,990
Balance Sheet as at 30 June 2014			
Current Assets			
Cash & Cash equivalents		224,862	213,576
Receivables			
Non-current assets classified as held for sale			
Other current assets			
Prepayments	T		
Inventories	H		
Deferred Tax Assets	Z		
Total Current Assets	I	224,862	213,576
Non Current Assets			
Receivables			
Other financial assets			
Available for sale financial assets			
Property, plant and equipment	J	69,633	72,533
Investment Properties			
Pension Asset	X		
Intangibles			
Total Non-Current Assets	K	69,633	72,533
Total Assets	L	294,495	286,109
Current Liabilities			
Payables		17,878	19,582
Service deposit		215	210
Unearned Income (including government grants in advance)	CC		
Interest bearing liabilities	M		
Liabilities directly associated with non-current assets held for sale			
Short term Provisions (eg. Annual Leave, Sick Leave, vested LSL)	BB	70,896	66,917
Total Current Liabilities	N	88,989	86,709
Non current Liabilities			
Payables			
Interest bearing liabilities	O		
Long-term provisions (eg. Long Service Leave)	EE	18,197	17,562
Total Non Current Liabilities		18,197	17,562
Total Liabilities	P	107,186	104,271
Net Assets	Q	187,309	181,838
Equity			
Contributed equity			
Current Year Surplus/Deficit		5,438	
Retained earnings/(Losses)		181,871	181,838
Total Equity	R	187,309	181,838
Other Required Information			
Cash held for restricted purposes (including money held in trust)	(*)(1)S		
Capital Grants	(*)(V		
Unapplied grant revenues	(*)(W		
Cash backing for employee entitlements (eg. LSL, defined benefit plans)	(*)(2)AA	89,093	84,479
Fair value gains/losses to income statement on defined benefit plans	(*)(3)		
Fair value gains/losses to income statement on investments	(*)(4)		
Method applied to account for defined benefit plan gains/losses	(*)(5)	N/A	N/A

(*) Information not contained on the face of the financial statements

(1) Where cash balance is included in total current assets

(2) This is an estimate of how much the long service leave and defined benefit provisions shown in your Balance Sheet is backed by cash reserves.

(3) This reflects the quantum of non-cash fair value gains/losses on defined benefit plans recognised to the income statement in accordance with AASB 119

(4) This is the quantum of non-cash fair value gains/losses on investments recognised to the income statement in accordance with AASB139

(5) Select from one of the following: Not applicable (if not used), Direct to Income Statement, Direct to Equity, or Corridor Approach