

**Society of Youth Health Professionals  
Aotearoa New Zealand**

**Annual Report**

**For The Fifteen Months Ended 30 June 2024**

# **Society of Youth Health Professionals Aotearoa New Zealand**

## **Annual Report**

**For The Fifteen Months Ended 30 June 2024**

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# **Society of Youth Health Professionals Aotearoa New Zealand**

## **Statement of Responsibility**

**For The Fifteen Months Ended 30 June 2024**

### **Executive Committee's Report**

The Executive Committee of the Society of Youth Health Professionals Aotearoa New Zealand (SYHPANZ) presents this Annual Report, being the performance report of the Society for the financial period ended 30 June 2024, and the Accountant's report thereon.

The financial year end was moved from 31 March to 30 June during this period and therefore, the period reported here is for fifteen months.

### **Statement of Responsibility**

The Executive Committee is responsible for the maintenance of adequate accounting records and the preparation and integrity of the performance report and related information. The external accountant has done the compilation of the performance report.

The performance report for the fifteen month period as a whole or any part of the financial information included there-in has not been audited as there is no requirement to do so.


The Executive Committee is also responsible for the systems of internal control. These are designed to provide reasonable but not absolute assurance as to the reliability and integrity of the performance report, and to adequately safeguard, verify and maintain accountability for assets, and to prevent and detect material misstatements. Appropriate systems of internal control have been employed to ensure that all transactions are executed in accordance with authority and are correctly processed and accounted for in the financial records. The systems are implemented and monitored by suitably trained personnel with appropriate segregation of authority and duties. Nothing has come to the attention of the Executive Committee to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the period.


The performance report has been prepared on a going concern basis. Nothing has come to the attention of the Executive Committee to indicate that the Society will not remain a going concern in the foreseeable future.

In the opinion of the Executive Committee:

- the performance report reflects the Society's financial and service performance during the period and its assets and liabilities at period end.
- there are reasonable grounds to believe that in the foreseeable future, the Society will be able to pay its debts as and when they fall due.

For and on behalf of the Executive Committee on ..... 20<sup>th</sup> September 2024

  
Chair

  
Acting Treasurer

# **Society of Youth Health Professionals Aotearoa New Zealand**

## **Directory**

**As at 30 June 2024**

<b>Date of Incorporation</b>	19 November 2007	
<b>Nature of Business</b>	The Society of Youth Health Professionals Aotearoa New Zealand (SYHPANZ) was established to benefit the community as a whole by improving the healthy development and wellbeing of New Zealand's young people.	
<b>Registered Office</b>	16 Beach Street Petone Lower Hutt 5012	
<b>Business Address:</b>	16 Beach Street Petone Lower Hutt 5012	
<b>Incorporated Society Number</b>	2059508	
<b>Executive Members</b>	Dr Jessica Allen Kate Chitar (Resigned August 2023) Laura Papp (Resigned June 2024) Michael Brenndorfer Heather Laxon Dr Bridget Farrant Rachel McGillan Dr Helke Florkowski Kate Wills Cathy De Jong Toby Hilton (Co-opted October 2023)	Chairperson Secretary Treasurer
<b>Accountants</b>	Kulesh de Silva & Co. Ltd 169 Ladies Mile Ellerslie Auckland 1051	
<b>Bankers</b>	Kiwibank	

# **Society of Youth Health Professionals Aotearoa New Zealand**

## **Statement of Service Performance**

**For the Fifteen Months Ended 30 June 2024**

### **Funding Sources**

SYHPANZ's main sources of funds include grants from Te Whatu Ora, interest income and membership fees.

### **Outcomes**

SYHPANZ focussed on achieving the following outcomes during the period:

1. Young people have their say on youth health
2. Youth health is a sought-after, fulfilling and respected profession
3. SYHPANZ values people and partnerships.

### **Achievements**

The Executive Committee reports the following outputs and achievements against the strategic goals over the past fifteen months.

1. To support young people to be at the centre of decision-making:
  - Contract for Māngai Whakatipu (youth advisory group) was extended until 30 June 2025.
  - SYHPANZ enabled rangatahi from Māngai Whakatipu to attend national youth health week and associated activities.
  - Rangatahi led a presentation at the youth health conference on using Te Ūkaipō in School Based Health Services.
  - Māngai Whakatipu provided advice early on in the work to update the National Youth Health Nurses Knowledge and Skills Framework.
  - Māngai Whakatipu alumni continued as mentors for new members in a tuakana teina relationship.
  - Deputy Chair's role was introduced to achieve shared leadership across the group.
2. To enable a connected and respected youth health workforce:
  - SYHPANZ co-led the 2024 Youth Health Conference from 4-5 July 2024 in partnership with the University of Otago, Christchurch's George Abbott Symposium.
  - Ran a youth health SYHPANZ Special Interest Group Day Hauora Taiohi - Youth Health in Rotorua in November 2023 with sessions on topical issues including vaping and choking, sex, and strangulation and offered support for youth health nurses to attend.
  - Started work on the updating of the National Youth Health Nurses Knowledge and Skills Framework.
  - Used the regular members' e-newsletter and social media to profile events and activities that showcased the youth health sector and kaimahi.

# **Society of Youth Health Professionals Aotearoa New Zealand**

## **Statement of Service Performance**

**For the Fifteen Months Ended 30 June 2024**

### **Achievements (Contd.)**

3. To develop as a well-known and well-regarded advocacy organisation for youth health:

- Completed an updated Constitution to meet the requirements of the Incorporated Societies Act 2022 for approval at the AGM by members.
- Started review on membership strategy and role of the SYHPANZ website.
- Started upgrade of IT systems and support.
- Updated key financial policies and processes.
- Provided opportunity for members in the Workforce Reference Group to advise on the Workforce Development Project.
- Initiated Tikanga policy to guide actions and decisions across the organisation using the values of Te Ūkaipō.
- Refined reports to Te Whatu Ora to reflect the values of Te Ūkaipō.
- Updated the strategic plan to focus on youth and youth health professionals and our role as a strong and well-respected organisation.

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Statement of Financial Performance**  
**For The Fifteen Months Ended 30 June 2024**

	Note	2024 (15 Months) \$	2023 (12 Months) \$
<b>Income</b>			
Membership Fees		1,563	1,982
Contract Management Fees		45,236	46,956
Unspent Funds Contributions		22,631	45,180
Interest Received		16,531	1,799
<b>Total Income</b>		<b>85,961</b>	<b>95,917</b>
<b>Expenses</b>			
ACC		-	133
Accounting		-	2,518
Advertising		-	154
Bank and PayPal Charges		-	114
Consultant - Operations Director		-	2,760
Contractors		4,400	-
Depreciation	1	-	1,730
General		-	1,363
Gifts		396	542
Interest Paid		22	-
Legal Expenses		-	1,650
Professional Development		-	900
Salaries and Wages		14,000	10,259
Speakers		-	500
Technology - Subscriptions		-	1,095
Travel and Meetings		-	6,669
Website Social Media Marketing		-	368
<b>Total Expenses</b>		<b>18,818</b>	<b>30,755</b>
<b>Net Surplus/(Deficit) for the Period Before Tax</b>		<b>67,143</b>	<b>65,162</b>
Income Tax	3	9,347	-
<b>Surplus / (Deficit) on Society's Operations</b>		<b>57,796</b>	<b>65,162</b>


<b>Grant Funds Movements</b>	4		
Unspent Funds Brought Forward		169,879	52,628
Grant Funds Received		837,778	677,024
Grant Funds Spent		(841,339)	(559,773)
<b>Unspent Grant Funds Carried Forward (i.e. Received in Advance)</b>		<b>166,318</b>	<b>169,879</b>

The above Statement of Financial Performance should be read in conjunction with the accompanying notes.

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Statement of Financial Position**  
**As at 30 June 2024**

	Note	30 June 2024 \$	31 March 2023 \$
<b>Current Assets</b>			
Bank Balances		338,283	273,721
Accounts Receivable		57,500	82,086
Withholding Tax Recoverable		1,523	112
Total Current Assets		<u>397,306</u>	<u>355,919</u>
<b>Current Liabilities</b>			
Accounts Payable and Accruals		20,186	31,657
Grant Funds Received in Advance	4	166,318	169,879
Income Tax Payable	3	9,347	-
Leave Pay Liability		14,000	-
PAYE Payable		9,802	5,582
Wages Payable		7,296	-
GST Payable		1,886	40,242
		<u>228,835</u>	<u>247,360</u>
<b>Net Current Assets</b>		168,471	108,559
<b>Fixed Assets</b>	1	370	2,487
<b>NET ASSETS</b>		<u><u>168,841</u></u>	<u><u>111,046</u></u>
<b>FINANCED BY:</b>			
<b>Equity</b>			
Retained Earnings		<u><u>168,841</u></u>	<u><u>111,046</u></u>

Signed on behalf of the Executive Committee:

  
Chair Jessica Allen

20/09/2024  
Date

Crystal Middleton-Lunn  
Acting Treasurer

20 September 2024  
Date

The above Statement of Financial Position should be read in conjunction with the accompanying notes.



**Society of Youth Health Professionals Aotearoa New Zealand**  
**Statement of Cashflows**  
**For The Fifteen Months Ended 30 June 2024**

	<b>2024</b> <b>(15 Months)</b> \$	<b>2023</b> <b>(12 Months)</b> \$
<b>Cash Flows from Operating Activities</b>		
Contract Management Funds Received	862,364	594,938
Membership Fees Received	1,563	1,982
Interest Received	16,531	1,799
Payments to Suppliers and Service Providers	(462,133)	(367,896)
Payments to Employees	(313,996)	(125,587)
Goods and Services Tax (Net)	(38,356)	32,412
Withholding Tax on Interest (Refund)	(1,411)	(93)
	<u>64,562</u>	<u>137,555</u>
<b>Cash Flows from Investing Activities</b>		
Purchase of Computer Equipment	<u>-</u>	<u>(2,555)</u>
<b>Cash Flows from Finance Activities</b>		
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
<b>Net Increase/(Decrease) in Cash and Bank Balances</b>	<b>64,562</b>	<b>135,000</b>
Cash and Bank Balances at the Beginning of the Period	273,721	138,721
<b>Cash and Bank Balances at the End of the Period</b>	<b><u>338,283</u></b>	<b><u>273,721</u></b>

The above Statement of Cashflows should be read in conjunction with the accompanying notes.

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Statement of Accounting Policies**  
**For The Fifteen Months Ended 30 June 2024**

**A Reporting Entity**

SYHPANZ is an Incorporated Society, incorporated under the Incorporated Societies Act 1908. The financial statements have been prepared in accordance with the requirements of the Incorporated Societies Act 1908.

**B Basis of Preparation**

The financial statements have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

Validity of the going concern assumption however, is dependant on SYHPANZ receiving, in future, sufficient net cash flows from sponsorships, grants, membership fees, events and other cash generating activities.

**C Financial Reporting Standards Applied**

SYHPANZ is considered a Not-For-Profit Public Benefit Entity under External Reporting Board's (XRB's) Accounting Standards Framework. These financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying XRB's accounting standard Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) (*PBE SFR-A (NFP)*), appropriate to Not for Profit Public Benefit Entities that qualify for Tier 3 reporting.

**D Measurement Base**

The financial statements are prepared on the historical cost basis, relying on the fact that SYHPANZ is a going concern (See Note B above).

**E Presentation Currency**

These financial statements are presented in New Zealand dollars.

**F Specific Accounting Policies**

Significant accounting policies used in the preparation of these financial statements are set out below.

**i) Grants**

Grants are recorded as revenue only when they are utilised for a project. Grants not utilised are treated as grant funds received in advance.

**ii) Membership & Conference Fees**

Membership and conference fees are recognised on an accrual basis.

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Statement of Accounting Policies**  
**For The Fifteen Months Ended 30 June 2024**

**F Specific Accounting Policies (Contd.)**

**iii) Goods and Services Tax**

The financial statements have been prepared on a GST exclusive basis. All items in the Statement of Financial Position are stated net of GST with the exception of receivables and payables, which include GST invoiced.

**iv) Income tax**

The Society is liable for income tax only on income earned from entities or activities outside the Society and its members.

**v) Accounts Receivable**

Accounts receivable are valued at estimated net realisable value. The valuation is net of provision maintained for doubtful debts. All known losses are written off to earnings in the period in which it becomes apparent that the debts are not collectable.

**vi) Fixed Assets**

Fixed Assets are recorded at historical cost less accumulated depreciation. Historical cost is the value of consideration given to acquire the assets and the values of other directly attributable costs which have been incurred in bringing the assets to the location and condition necessary for their intended service.

**vii) Depreciation**

Depreciation has been calculated using the rates permitted by the Income Tax Act 2007. The annual depreciation rates used are as follows:

Computer Equipment	50% SL
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**viii) Overhead Recovery**

Overheads have been allocated to contracted projects on an estimated basis having regard to the extent of the use of facilities.

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Notes to the Performance Statement**  
**For The Fifteen Months Ended 30 June 2024**

**1 Fixed Assets and Depreciation**

	<b>30 June 2024</b>	<b>31 March 2023</b>
	<b>\$</b>	<b>\$</b>
<b>Fixed Assets</b>		
<b>Website</b>		
Cost	2,243	2,243
Less Accumulated Depreciation	<u>2,243</u>	<u>2,243</u>
Net Book Value	<u>-</u>	<u>-</u>
<b>Computer Equipment</b>		
Cost	4,236	4,236
Less Accumulated Depreciation	<u>3,866</u>	<u>1,749</u>
Net Book Value	<u>370</u>	<u>2,487</u>
<b>Total Written Down Value</b>	<u><b>370</b></u>	<u><b>2,487</b></u>
<b>Depreciation</b>		
Depreciation for the period	2,117	1,730
Depreciation attributed to contracted projects	<u>(2,117)</u>	<u>-</u>
<b>Depreciation Attributed to the Society</b>	<u><b>-</b></u>	<u><b>1,730</b></u>

**2 Related Party Transactions**

a) Honoraria payments totalling \$6,072 were made to members of the Executive for project work completed as advisory group members (2023 - \$1,400). b) In support of operations, a payment of \$4,510 was made to the Treasurer for providing necessary accounting advisory services as approved by the Executive (2023 - Nil).

The Executive members are not paid any honoraria for their Executive work which is voluntary. There were no other related party transactions except those disclosed above (2023 - Nil).

**3 Income Tax Payable**

	<b>2024 (15 Months)</b>	<b>2023 (12 Months)</b>
	<b>\$</b>	<b>\$</b>
Net Surplus for the period before tax	67,143	65,162
Less: Non-taxable income	<u>(24,194)</u>	<u>(47,162)</u>
	42,949	18,000
Add: Expenses dis-allowed	<u>-</u>	<u>1,688</u>
	42,949	19,688
Less: Non-taxable allowance	<u>(1,000)</u>	<u>(1,000)</u>
<b>Taxable income for the period</b>	<u><b>41,949</b></u>	<u><b>18,688</b></u>
Tax losses brought forward	<u>(8,566)</u>	<u>(27,254)</u>
<b>Taxable income after tax losses</b>	<u><b>33,383</b></u>	<u><b>-</b></u>
<b>Income Tax Charge - 28%</b>	<u><b>9,347</b></u>	<u><b>-</b></u>
<b>Tax Losses Carried Forward</b>	<u><b>-</b></u>	<u><b>(8,566)</b></u>

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Notes to the Performance Statement**  
**For The Fifteen Months Ended 30 June 2024**

	<b>2024</b>	<b>2023</b>
	<b>(15 Months)</b>	<b>(12 Months)</b>
	\$	\$
<b>4 Grant Funds Movements</b>		
<b>Grant Funds Received</b>		
Balance b/f from last period	169,879	52,628
<b>Received during the current period</b>		
Maintain and support Te Tatau Kitenga	181,300	145,040
Maintain and support the Rangatahi Māori Advisory Ropu	21,379	85,517
Maintain and support Te Rōpū Mātanga o Rangatahi	138,843	97,917
Develop and implement workforce development and support for School Based Health Services	250,000	197,858
Maintain and support Māngai Whakatipu, the Youth Advisory Group	246,256	150,692
	<u>837,778</u>	<u>677,024</u>
<b>Total funds made available for projects</b>	<b>1,007,657</b>	<b>729,652</b>
<b>Project Expenses</b>		
Accommodation	35,436	17,575
Accounting	8,022	5,518
Catering	19,581	11,036
Honoraria	69,874	68,390
Marketing - Website/Social Media	1,226	4,973
Office and General	8,677	5,677
Operations Management/Administration	40,967	35,628
Overhead Allocation	53,935	-
Project Contractors	97,778	128,494
Salaries and Wages	311,512	120,910
SYHPANZ Management Fees	45,236	46,956
Telephone, Internet and Technology Subscriptions	6,208	4,732
Travel	112,218	64,704
Unspent Funds Contribution to SYHPANZ	22,631	45,180
Venue Hire	8,038	-
<b>Total project expenses</b>	<u><b>841,339</b></u>	<u><b>559,773</b></u>
<b>Balance - Carried forward to next period</b>	<u><b>166,318</b></u>	<u><b>169,879</b></u>
<b>Breakdown of the Funds Carried Forward</b>		
Maintain and support Te Tatau Kitenga	55,623	10,007
Maintain and support the Rangatahi Māori Advisory Ropu	-	23,831
Maintain and support Te Rōpū Mātanga o Rangatahi	46,963	54,040
Develop and implement workforce development and support for School Based Health Services	67,046	57,662
Maintain and support Māngai Whakatipu, the Youth Advisory Group	(3,314)	24,339
	<u><b>166,318</b></u>	<u><b>169,879</b></u>

**Society of Youth Health Professionals Aotearoa New Zealand**  
**Notes to the Performance Statement**  
**For The Fifteen Months Ended 30 June 2024**

**5 Changes in Accounting Policies**

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in the previous period.

**6 Commitments**

There were no known commitments as at 30 June 2024 except as recorded in this report (2023 - Nil).

**7 Contingent Liabilities**

There were no known contingencies at 30 June 2024 (2023 - Nil).

**8 Post Balance Sheet Events**

There are no significant post balance date events (2023: Nil).

**Kulesh de Silva & Company Ltd.**  
Audit, Accounting & Tax Services

**Society of Youth Health Professionals Aotearoa New Zealand**

**GENERAL PURPOSE COMPILATION REPORT**

**To: Society of Youth Health Professionals Aotearoa New Zealand (SYHPANZ)**

We have compiled the accompanying performance report of SYHPANZ which comprises the statement of service performance, statement of financial performance and statement of cashflows for the fifteen months ended 30 June 2024, the statement of financial position at 30 June 2024 and a summary of significant accounting policies and other explanatory notes. These have been prepared in accordance with generally accepted accounting practice applying the Accounting Standards Framework set by the External Reporting Board of New Zealand as described in Note C (Page 10).

**The Responsibility of the Executive Committee**

The executive committee is solely responsible for the information contained in these general purpose financial statements and has determined that the basis of accounting used is appropriate to meet its needs and for the purposes that the financial statements were prepared.

**Our Responsibility**

On the basis of information provided by the executive committee we have compiled the accompanying general purpose performance report in accordance with the stated basis of accounting and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the executive committee provided, in compiling the financial statements. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly, no assurance is expressed.

The general purpose financial statements were compiled exclusively for the benefit of the executive committee. We do not accept responsibility to any other person for the contents of the general purpose performance report.

*Kulesh de Silva & Company Ltd*

Auckland  
20-Sep-24



Kulesh de Silva & Company Ltd  
is a CPA Practice

