

2017/2018 ANNUAL REPORT CCH



CASTLEMAINE
COMMUNITY
HOUSE

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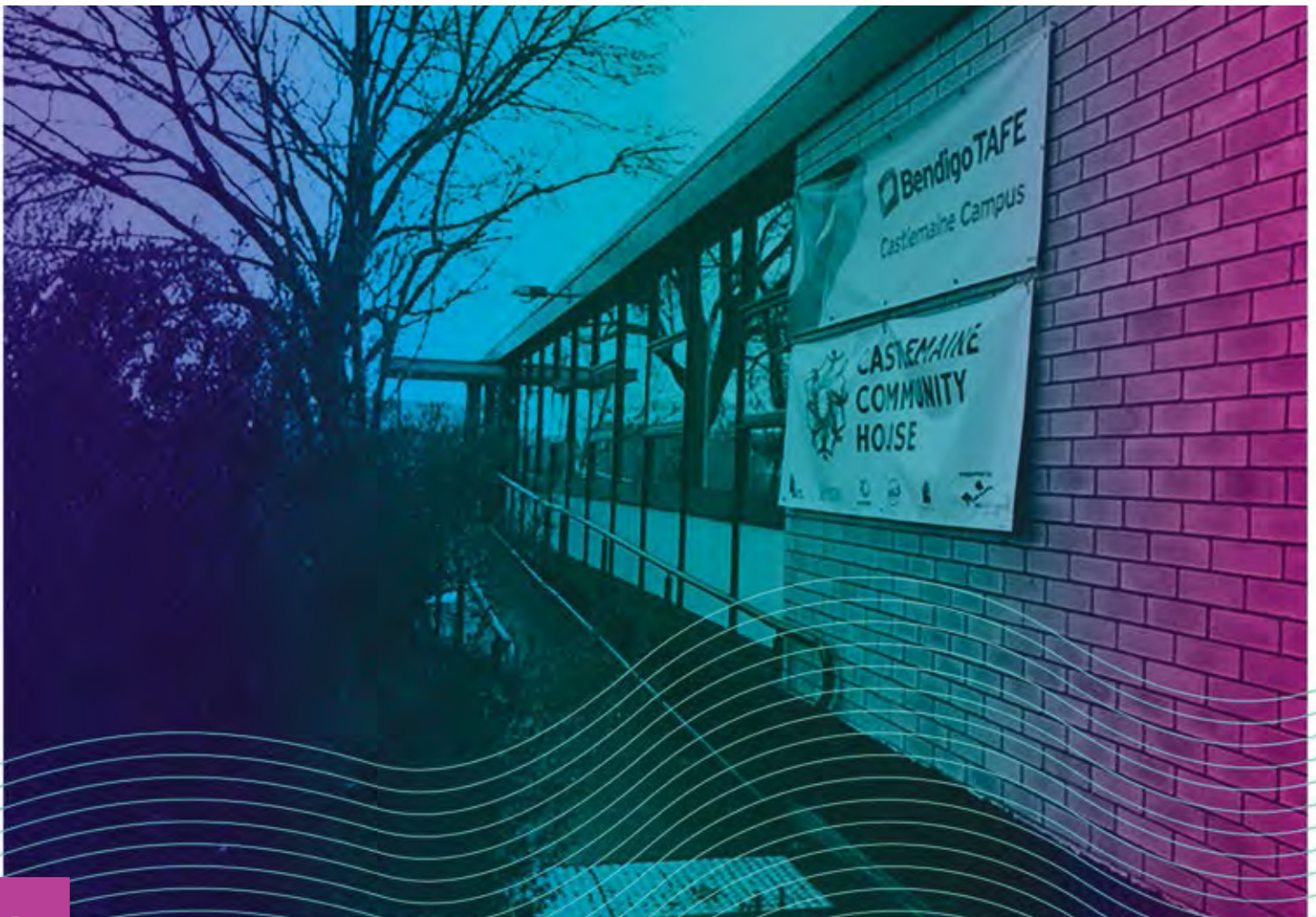
HISTORY

Castlemaine Community House is one of over 350 community houses in Victoria. Also called Neighbourhood Houses and Learning Centres, these local organisations provide social, educational and recreational activities for their communities in a welcoming and supportive environment.

Neighbourhood Houses began in Victoria in the 1970s, and the Castlemaine community lobbied strongly for one here. Castlemaine Community House was established in 1985 with the help of a Family and Community Services community grant of \$3,255. The pilot centre's aim was to *"provide an easily accessible meeting point for all people in the local or broader Castlemaine area"*.

The centre opened to the public on 4 July 1985 as the Castlemaine Community Drop In Centre. The Castlemaine Community House now delivers an extensive range of programs and services as detailed in this Annual Report and at www.cch.org.au.

Castlemaine Community House continues to be involved in the development of Neighbourhood Houses in Victoria and the region through Neighbourhood House Victoria and the Loddon-Mallee based Regional Association of Neighbourhood & Community Houses (RANCH).



ORGANISATION STRUCTURE

OUR VISION

For a creative, dynamic and connected community.

OUR MISSION

Castlemaine Community House is a welcoming place, bringing people together to connect and strengthen our community.

COMMITTEE OF MANAGEMENT

Emma Shannon – President

Sarah Day – Vice President

Dev Mukherjee – Treasurer

Des Lavery – Secretary

Jenny Davies – Ordinary Member

Ken Capes – Ordinary Member

Lyn Cox – Ordinary Member

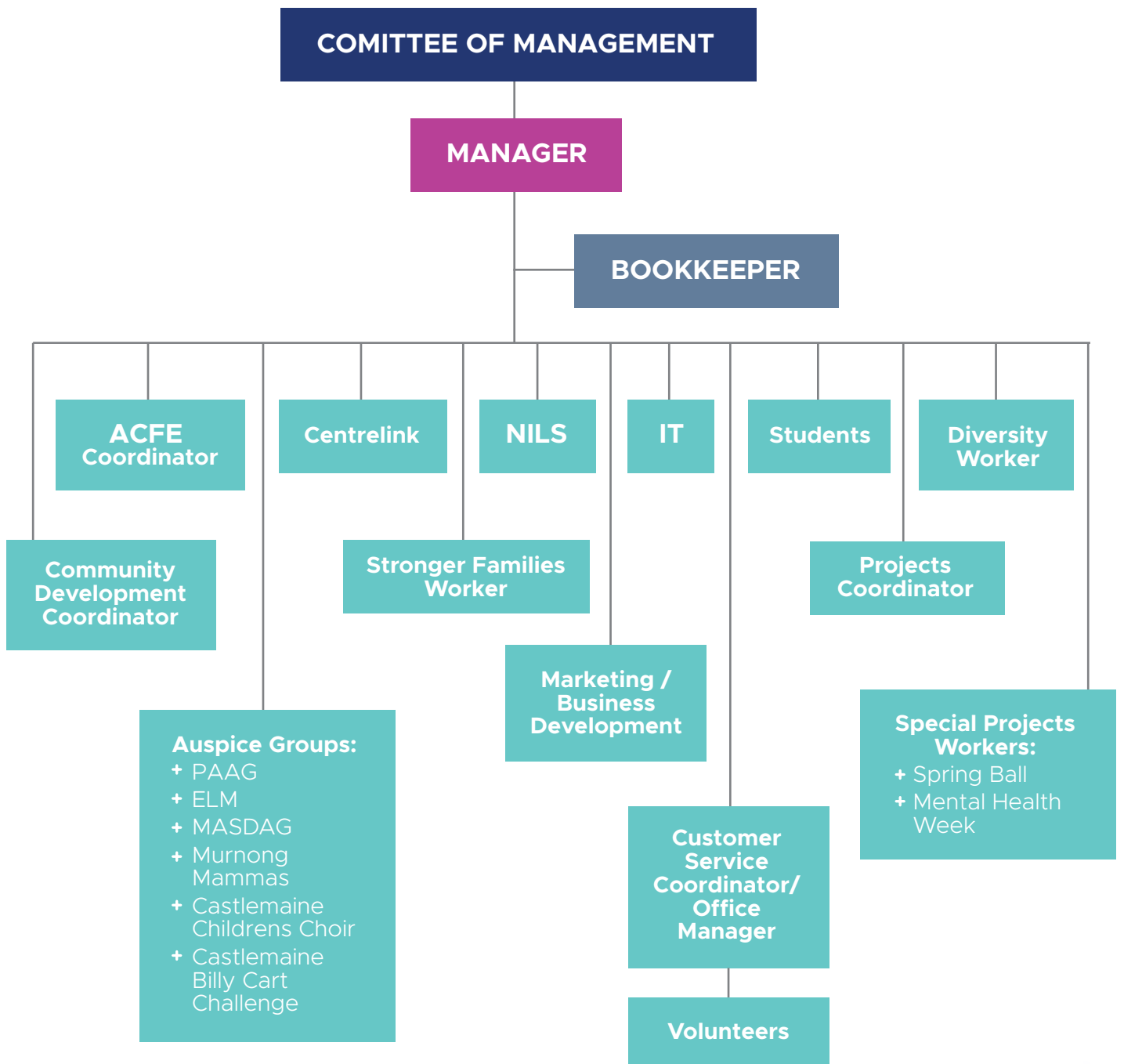
MANAGEMENT

Martyn Shaddick – Manager

STAFF VOLUNTEERS & TUTORS

Castlemaine Community House could not operate without our dedicated and skilled team of staff, volunteers and tutors. Our volunteers cover tasks as diverse as front-of-house customer service, office coordination, food preparation at our community lunch, supporting our information technology, creating signage, leaflets and other publicity, and managing our website and Facebook pages. We gratefully acknowledge and celebrate the wonderful and invaluable contribution of our staff and volunteers. They all play a vital role in making the Castlemaine Community House a welcoming place, bringing people together to connect and strengthen our community.

ORGANISATION STRUCTURE



MANAGER'S REPORT

To say it's been a huge year for Castlemaine Community House is no exaggeration.

In June 2018, we completed the \$100K Age Friendly Communities Project in partnership with Maldon Neighbourhood Centre and Mount Alexander Shire Council. Several very important community outcomes were established from the program and these are outlined in the Community Development section of this report.

We also celebrated diversity and the passing of marriage equality with the shire by delivering the inaugural Castlemaine Pride event in April 2018. This was a huge celebration for LGBTIQ+ people and their allies with live music, food, local wine and beer and activities for all ages in the spectacular Castlemaine Botanical Gardens. For full details, see the Community Development section of this report.

On a sad note, Castlemaine Continuing Education (CCE) closed at the end of 2017, leaving a gap in the delivery of quality education programs, particularly within the arts. This closure also left the Murnong Mammams Aboriginal Catering Enterprise in a difficult situation as they use the kitchen in the CCE building. However, we are very pleased to have been able to re-establish the programs offered by CCE, and also accommodate the Murnong Mammams to maintain their operations out of the facilities at 30 Templeton Street, with the help of Adult, Community and Further Education (ACFE).

And last, but not least, Castlemaine Community House will be getting a new home in late 2018, with a move into the fantastic facilities at 30 Templeton Street. This is a very exciting development for Castlemaine Community House, providing accommodation stability and a space we and the community can call our own.

In saying this, we would like to sincerely thank Bendigo Kangan TAFE for the fantastic relationship and partnership with have enjoyed since we moved in to their facilities at 65 Templeton St on 21 March 2014. I'd particularly like to thank Carli and Pia from Bendigo Kangan TAFE, for making us so welcome and providing so much support with the day to day business that makes up a great neighbourhood house.

Martyn Shaddick
Manager



PRESIDENT'S REPORT

Well what a big year it has been for us all here at Castlemaine Community House (CCH).

With the sudden closure of Castlemaine Continuing Education (CCE) leaving a gap in the provision of adult education in the shire, CCH was approached to look at picking up and managing some of the courses and programs affected. The Murnong Mammals – a Koorie catering service - were desperately in need of an auspice body to continue to build their customer base. Being the only Aboriginal run catering service in Victoria using Indigenous ingredients, their services are in high demand. At CCH we were very pleased to support this amazing local enterprise. Our partnership with the Murnong Mammals has seen us enter negotiations with Nalderun Aboriginal Services to determine how CCH can support them towards self-determination in the future. This work will continue into the next reporting period.

As far as courses go, the ever-popular Art Pathways course formerly run at CCE was another program the community was very keen to see continue. We were able to move quickly to pick up this course, and importantly were able to maintain the employment of our local tutors.

We have started running programs out of the CCE building at 30 Templeton St, also moving the permaculture course there to take advantage of the community garden. As our course offerings keep growing and we look to provide more adult education based on community's needs, we will require the use of a larger space. We have been



very fortunate to have entered negotiations with Adult, Community and Further Education (ACFE) to secure a lease for CCH to use 30 Templeton St. Much work has been required in terms of carrying out due diligence to ensure that the move is both financially and socially beneficial for us. I am pleased to say that we are on the cusp of signing a 10-year lease as I write this report and look to move in December.

I would like to acknowledge and thank the Mount Alexander Shire Council for the support that they have provided us during this process. In particular CEO Darren Fuzzard, who advocated for and advised us on a number of occasions.

To cap off the year we held a strategic planning day in September this year bringing in staff, volunteers, Committee of Management members, and partners to formalise our vision and objectives for the next 3-5 years.

So, all in all it has been a busy but successful year, and we look forward to officially welcoming you all to our new space in the coming months.

Thanks again this year for all the support and work done by the Committee of Management members. We welcomed Jenny Davies and Lyn Cox as new members in the last few months and I look forward to working with them as we move into another exciting 12 months.

Emma Shannon
President



TREASURER'S REPORT

Castlemaine Community House continued to strengthen its financial position over the 2017-18 financial year.

The revenue from multiple sources including state and federal government departments, local government, philanthropic organisations, and other sources has supported the diverse activities of the House. The House also received substantial rent and other in-kind subsidies from Mount Alexander Shire Council.

Castlemaine Community House returned a surplus of around \$44,500. This is the result of our ongoing strategy to reduce unfunded costs and increase income sources. The surplus is reflected in the balance sheet with a slight increase in net assets. Castlemaine Community House needs to continue to improve its balance sheet position over the coming financial years.



Income and Expenditure

For the year ended 30 June 2018 Castlemaine Community House reported a surplus of \$44,514.

Revenue was \$520,857 in 2017-18, up from \$361,189 in the previous financial year. Most of this substantial revenue increase is from the Adult, Community and Further Education Board as the House has taken on some courses previously run by Castlemaine Continuing Education.

Expenditure was \$476,343, up from \$341,090 in 2016-17. Castlemaine Community House continued to control expenditure in line with revenue to maintain the budget balance.

Balance Sheet

Castlemaine Community House has seen an increase in its net assets from \$68,976 to \$113,490 during 2016-17. It is critical for Castlemaine Community House to enhance the stability and financial viability of the organisation by strengthening the balance sheet. A healthy financial reserve can be achieved by developing budget surpluses. This remains a priority for the next few financial years so that Castlemaine Community House can thrive into the future.

Dev Mukherjee Treasurer



LEARN LOCAL EDUCATION

Castlemaine Community House (CCH) has delivered Learn Local education programs in Mt Alexander for over a decade.

Funded by Adult Community and Further Education (ACFE), our pre-accredited courses provide pathways to employment, further study, and community connection.

In 2017 / 2018, we offered programs in **Permaculture Design**, an **Introduction to Catering and Cooking**, and we were able to deliver the relaunch of the ever popular “**Arts Pathways**” program.

The response to the two day per week Arts Pathway course has been hugely successful, with classes running at capacity. This led us to the establishment of a “**Tuesday Studio**” for learners who have previously completed the pathways course and want a social space to further explore their interests and emerging strengths, and consolidate their newly learned skills with the ongoing support of a tutor and peers.

We also offered two Life Drawing classes in the evenings during 2018 to a great response, with classes meeting the diverse needs of participants with varied skills and experience.

CCH pride ourselves on meeting the emergent needs of our community, through the development of programs and courses that benefit individuals and groups. We have a holistic approach to learning, wellbeing and support, further developing participants’ life skills, leading to positive outcomes.



As always, Permaculture Design has run to capacity twice in 2018, and early enrolment is essential for this popular program. Course facilitators are highly regarded within the international permaculture community, and deliver information and hands on learning opportunities that are relevant to current industry trends.

Our Catering and Cookery course enabled learners to gain skills around food preparation, safe handling of kitchen tools, and the confidence to work with others in a small team environment.

In 2017, we received an ACFE Capacity and Innovation Grant. This project engaged particular cohorts of women, including young mothers, women re-entering the workforce, women who have experienced or are experiencing family violence, and people experiencing financial hardship.

The “**Work Ready Women**” project has provided CCH with the opportunity to respond effectively to the needs in the local community by identifying and providing clarity on some of the challenges particular to the education, training and employment landscape. The project has identified barriers preventing people from engaging in pre-accredited training at CCH, as well as insight into genuine pathways to further education, training and employment.

Mel Scoble
Learn Local Education Coordinator



COMMUNITY DEVELOPMENT - PROGRAMS & PARTNERSHIPS

COMMUNITY FOCUS	PROGRAMS	PARTNERS	FUNDING
ABORIGINAL	Murnong Mamas	+ Nalderun Aboriginal Services	+ Family Learning Partnerships
	Nalderun Aboriginal Services	+ Mount Alexander Shire Council	+ Various
LGBTIQ+	Marriage Equality	+ Castlemaine District Community Health + Central Victorian Primary Care Partnership + Castlemaine Secondary College + Taradale Primary School + ISH (Insert Self Here) + Mount Alexander Community + Theatre Royal + Mount Alexander Shire Council	+ Community donations
	Castlemaine Pride	+ Mount Alexander Shire Council + Castlemaine District Community Health + Central Victorian Primary Care Partnership + Castlemaine Secondary College + ISH (Insert Self Here) + Victorian Aids Council + Mount Alexander Community	+ Royal Flying Doctors Service + Reclaim the Night, Castlemaine + Community Donations
	Castlemaine Takes Pride	+ Castlemaine District Community Health + Central Victorian Primary Care Partnership	+ Department of Treasuries and Cabinet
	LGBTIQ+ Round Table	+ Mount Alexander Community	+ Mount Alexander Shire Council
SENIOR CITIZENS	Senior's Festival	+ Mount Alexander Community	+ Mount Alexander Shire Council + Victorian State Government
	Age Friendly Communities Projects; + Better Community Buses + Community Meals + Positive Ageing Advocacy Group + Community Connect	+ Mount Alexander Shire Council + Maldon Neighbourhood Centre + Mount Alexander Community	+ Victorian State Government (Department of Health and Human Services)
DISABILITY	MASDAG (<i>Mount Alexander Disability Advocacy Group</i>)	+ Mount Alexander Shire Council	+ Mount Alexander Shire Council (Community Grants)
MENTAL HEALTH	The ELM (<i>Every Life Matters</i>) Network	+ Various	+ Various
	Castlemaine Billy Cart Challenge	+ Mount Alexander Shire Council	+ Mount Alexander Shire Council (Community Grants)

COMMUNITY DEVELOPMENT - PROGRAMS & PARTNERSHIPS

COMMUNITY FOCUS	PROGRAMS	PARTNERS	FUNDING
MENTAL HEALTH	Mental Health Week	+ Mount Alexander Shire Council	+ Mount Alexander Shire Council (Community Grants)
COMMUNITY CONNECTIONS & HEALTH	Castlemaine Community Lunch	+ Mount Alexander Shire Council	+ Mount Alexander Shire Council (Community Grants) + Community donations
	Taradale Community Lunch	+ Taradale Primary School + The Stephanie Alexander Garden Foundation	+ Lisa Chesters + Mount Alexander Shire Council (Community Grants)
LIFE LONG LEARNING	Learn Local	+ Maldon Neighbourhood Centre + Bendigo Kangan TAFE	+ ACFE (Adult Community Further Education)
	Workshops and programs	+ Community based tutors	+ Fee for service
ADDICTION	SMART Recovery	+ Community Volunteers	+ SMART Recovery
FINANCIAL CHALLENGES	Centrelink and Medicare Agency	+ Department of Human Services (Centrelink)	+ Department of Human Services (Centrelink)
	NILS (No Interest Loans Scheme)	+ Good Shepherd Microfinance	+ Good Shepherd Microfinance
	Financial Counselling	+ Anglicare	+ Anglicare
SOCIAL BARRIERS	Social Inclusion Project	+ Central Victorian Primary Care Partnership + Castlemaine Health + Castlemaine District Community Health	+ Sydney Myer Foundation
FAMILY VIOLENCE	Men's Behaviour Change Program	+ Anglicare	+ Anglicare
	Mount Alexander Family Violence Prevention	+ Central Victorian Primary Care Partnership + Centre for Non-Violence + Mount Alexander Shire Council + Castlemaine Health + Castlemaine District Community Health + Castlemaine Secondary College	+ Various
FAMILIES	Stronger Family Program (Loddon and Middleton Prisons)	+ Loddon and Middleton Prisons	+ Loddon and Middleton Prisons
CHILDREN	Castlemaine Children's Choir	+ Castlemaine Children's Choir	+ Fee for service
GENDER EQUALITY	Work Ready Women Program	+ Community	+ ACFE (Adult Community Further Education)

COMMUNITY DEVELOPMENT -

COMMUNITY LUNCH

Community Lunch continues to be one of the mainstays of our organisation, as a core weekly event around which we rally, where energy is both given and received. Although there were some challenges experienced with Community Lunch this year, as renovations to the Town Hall kitchen were planned and then not undertaken, these hurdles proved to be a bonus. Reluctantly cancelling Community Lunch in term 2 created a ripple within the community of “*but where is our community lunch?*”. Community lunch resumed in term 3, with guests returning as they built it back into their weekly lunching routine. Then when plans for kitchen renovations were announced for term 4, we acknowledged the core importance of Community Lunch, as not the food or the place, but rather the people, the meeting and the community. Rather than cancel Community Lunch again, we decided to take it for a little holiday, up the hill to Camp Reserve. Thanks to our fearless chef Maddie, and her tireless group of awesome volunteers, Community Lunch has continued to serve our Castlemaine Community with a slightly elevated view. With renovations to the kitchen due to be completed soon, we look forward to returning to the Town Hall next year, and again cooking, serving and lunching together back in the heart of Castlemaine.



REGULAR PROGRAMS

SENIORS' FESTIVAL

The 2018 Mount Alexander Seniors' Festival was a great hit with our senior community members. The Seniors' Festival Steering Committee, in partnership with Mount Alexander Shire Council and Castlemaine Community House, built on the learnings from last year to create a successful event. The Seniors Festival launched on Saturday 6 October, incorporating local talent The Blenders and The Maine Ukuladies, and a dramatic, crowd-pulling performance by the Bendigo Chinese Lion Association and the event was officially opened with words by MP Maree Edwards and an acknowledgement of country by Mayor Bronwen Machin. This opening ceremony also launched the Seniors Festival Week Expo at the Castlemaine Market Building, which recorded an attendance of over 1000 people over the weekend. The Seniors Festival was also warmly supported by organisations, services and community groups from all over the shire, hosting over 30 events and activities for seniors during the month of October.

Furthermore, buoyed by the success of this, and the previous year's, Seniors Festival Week, the Steering Committee has already begun planning for a bigger, better 2019!



REGULAR PROGRAMS CONT...

COMMUNITY KITCHEN GARDEN

Next time you stroll past the back yard of 30 Templeton Street, stop for a moment to appreciate how lush and verdant the garden there is. Choose your timing well and you may even get to witness the craftsperson behind this CBD oasis at work, humbly doing his quiet garden thing. Many months ago, David completed the Permaculture Design Course (PDC) with Castlemaine Community House. While completing the PDC, David recognised this garden needed some TLC to bring it back to full glory, so that's just what he gave it. He has continued to do so as a volunteer, with enormous energy, knowledge and enthusiastic ideas. With the move of CCH to 30 Templeton Street close on the horizon, contact was made with David to discover how we could support his efforts in the garden and through this communication the Community Kitchen Garden was re-vitalised, as a Castlemaine Community House project. Our hopes and aims for this garden are to develop it as a food source for Community Lunches, as an example of permaculture in practise for our PDC students, as a place for diverse groups of folks to meet as gardeners, and as a special, green, nature place in the middle of Castlemaine, for people to rest, relax and re-vitalise themselves.

SPRING BALL

Spring Ball 2018: A dark night in Wonderland was coordinated by a dedicated volunteer organising committee and decorating committee, and support was provided from many businesses across the Shire. The committee made the decision to move the Spring Ball from the Town Hall to the Theatre Royal. While this marks a massive change to a very long standing and iconic community celebration, it provides a great link with a fantastic organisation that supports the community and has become an important community hub over the past few years. They say a picture paints a thousand words and we think these pictures speak volumes!



COMMUNITY DEVELOPMENT - SPECIAL PROJECTS

CASTLEMAINE PRIDE AND SOCIAL EQUALITY

The marriage equality debate and postal survey in late 2017 was an exhausting and damaging process for many people identifying as LGBTIQ+ (lesbian, gay, bisexual, transgender, intersex and queer or questioning). However, the community of Mount Alexander rallied together in support of equality and social inclusion, and a range of advocacy and support programs were instigated.

Castlemaine Community House was proud to work closely with many local agencies, local businesses and community members to lobby for change and deliver several key programs, including;

- + Supporting marriage equality campaign and the Castlemaine YES Facebook page
- + Hosting a Wednesday night drop in support network for people affected negatively by the Marriage Equality postal survey
- + Promoting the beautiful Letters Of Love posted in shops and cafes all over Castlemaine
- + Lobbying our council to raise the rainbow flag and support equality for all
- + Establishing the LGBTIQ+ Round Table with council
- + Partnering with Castlemaine District Community Health to deliver the Castlemaine Takes Pride project, and
- + Enlisting our first ever Diversity Coordinator at Castlemaine Community House

When marriage equality was secured at the end of 2017, the community rallied once again to organise and deliver the inaugural Castlemaine Pride event in April 2018. This was a day-long celebration of diversity with live music, free food, local wine and beer and activities for all ages in the spectacular Castlemaine Botanical Gardens.

Castlemaine Community House would like to thank everyone who supported the community and advocated for social equality and justice throughout this challenging process. There are too many individuals to list all involved, but there are some particularly fantastic people, organisations, business and councillors who we really do owe thanks to. We think you know who you are!

COMMUNITY DEVELOPMENT -

COMMUNITY LUNCH SOCIAL INCLUSION PROJECT

The **'Feeding the Community'** project aimed to assess the needs of financially and socially disadvantaged members of our community, whilst also working to reduce financial obstacles restricting their access to Community Lunch. The project experienced challenges in meeting these particular objectives, yet made strong progress in identifying further key barriers to people attending the lunches. Two major components of the project were the printing of lunch voucher cards (entitling the holder to a free Community Lunch) and Community Resource Cards, as a handy list of local agencies offering services for health, wellbeing and financial assistance. Although use of the lunch cards was not as extensive as hoped, and planned for, they did bring new people to join Castlemaine and Maldon's Community Lunches. Furthermore, this project has deepened the understanding of barriers disadvantaged people experience with accessing Community Lunch, strengthened our connections with local agencies, and inspired us to take the next steps to continuing to overcome barriers of disadvantage and exclusion within our community.

AGE FRIENDLY COMMUNITY PROJECT

The Age Friendly Communities Project was delivered as a three-way partnership between Mount Alexander Shire Council, Maldon Neighbourhood Centre and Castlemaine Community House, with \$100,000 in funding from the Victorian State Government. The project commenced in September 2016 with a comprehensive community consultation, resulting in four key projects that were established over 2017 and delivered by June 2018.

Four significant community outcomes were delivered by this project, namely;

- 1** A community bus scheme established by Maldon Neighbourhood Centre that connects Castlemaine and Maldon with a door to door service
- 2** Establishment of the Positive Ageing Advocacy Group (PAAG) who's role is to advocate for all matters important to older people in the shire
- 3** A comprehensive review of community meal delivery options in the shire and the establishment of the Taradale Community Lunch to commence in January 2019 (this will be operated by Taradale Primary School in partnership with Castlemaine Community House at the Taradale Hall)
- 4** The development and launch of the Community Connect website by Mount Alexander Shire Council

SPECIAL PROJECTS CONT...

MENTAL HEALTH WEEK

In 2018, Castlemaine Community House coordinated the delivery and promotion of numerous activities in support of mental wellbeing. This year, the 2018 Castlemaine Spring Ball kicked off the week and the Castlemaine Billy Cart Challenge was a spectacular finale.



AUDITOR'S REPORT



INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF

CASTLEMAINE COMMUNITY HOUSE INC

Report on the Audit of the Financial Report

Opinion

We have audited the accompanying financial report of Castlemaine Community House Inc., which comprises the balance sheet as at 30 June 2018, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, a summary of significant accounting policies, and other explanatory notes.

In our opinion, the financial report of Castlemaine Community House Inc. has been prepared in accordance with *Associations Incorporation Reform Act 2012*, including:

- A. giving a true and fair view of the association's financial position as at 30 June 2018 and of its performance for the year then ended; and
- B. That the financial records kept by the association are such as to enable financial statements to be prepared in accordance with Australian Accounting Standards

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Information Other than the Financial Report and Auditor's Report Thereon

The committee of the association is responsible for the other information. The other information comprises the information included in the association's annual report for the year ended 30 June 2018, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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AUDITOR'S REPORT CONT...

Responsibilities of the Committee for the Financial Report

The committee of the Castlemaine Community House Inc. are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Reform Act 2012 and for such internal control as the committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, committees are responsible for assessing the association'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 committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is 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 Australian Auditing Standards 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 the financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, 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 association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association'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 report 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 association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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.



Warren Pollock
MGR ACCOUNTANTS
mgr@mgr.com.au

22 October 2018

PROFIT & LOSS

	<u>Jul 17 - Jun 18</u>	<u>Jul 16 - Jun 17</u>
INCOME		
Business Services	213,783	146,603
Aged Friendly	32,462	20,617
Castlemaine Community Lunch	20,653	16,233
Centrelink	62,263	61,355
ACFE	115,150	46,649
Fee for Service	17,854	15,407
Murnong Mamas	13,567	0
Nalderun	2,900	0
NILS	4,275	18,814
Other Programs	37,950	35,511
TOTAL INCOME	<u>520,857</u>	<u>361,189</u>
EXPENSES		
Business Services	172,720	127,537
Aged Friendly	35,225	17,132
Castlemaine Community Lunch	19,529	16,121
Centrelink	66,726	67,208
ACFE	111,466	48,413
Fee for Service	17,501	15,125
Murnong Mamas	13,101	0
Nalderun	2,900	0
Maldon Community Lunch	0	1,350
NILS	2,720	18,766
Other Programs	37,941	35,948
Reversal of Personal Leave	-3,486	-6,510
TOTAL EXPENSES	<u>476,343</u>	<u>341,090</u>
NET INCOME	<u>44,514</u>	<u>20,099</u>

BALANCE SHEET

	<u>Jun 30,</u> <u>18</u>	<u>Jun 30,</u> <u>17</u>
ASSETS		
Current Assets		
Cash & Cash equivalents	3 239,066	184,352
	<u>239,066</u>	<u>184,352</u>
Non-Current Assets		
Property, plant, equipment	4 15,595	4,358
	<u>15,595</u>	<u>4,358</u>
Total Assets	<u>254,661</u>	<u>188,710</u>
LIABILITIES		
Current Liabilities		
Trade creditors and other payables	-27	0
Unexpended Grants	78,285	76,870
Superannuation	1,451	0
GST & PAYG	12,952	13,206
Unearned Income	15,000	0
	<u>107,661</u>	<u>90,076</u>
Non-Current Liabilities		
Leave Provisions	33,510	29,658
	<u>33,510</u>	<u>29,658</u>
Total Liabilities	<u>141,171</u>	<u>119,734</u>
EQUITY		
Retained Earnings	68,976	48,877
Net Income	44,514	20,099
	<u>113,490</u>	<u>68,976</u>
NET WORTH	<u>113,490</u>	<u>68,976</u>

CASH FLOW & CHANGES IN EQUITY

Statement of Cash Flows

	<u>Jul 17 - Jun 18</u>	<u>Jul 16 - Jun 17</u>
CASH FROM OPERATING ACTIVITIES		
Receipts from Customers	517,892	360,462
Payments to suppliers & employees	-450,824	-288,764
Interest received	<u>2,966</u>	<u>727</u>
NET CASH FROM OPERATING ACTIVITIES	5 <u>70,034</u>	<u>72,425</u>
INVESTING ACTIVITIES		
Purchase of Property Plant & Equipment	<u>-15,320</u>	<u>-272</u>
NET CASH FROM INVESTING ACTIVITIES	<u>-15,320</u>	<u>-272</u>
NET CASH INCREASE FOR PERIOD	54,714	72,153
CASH AT BEGINNING OF PERIOD	<u>184,352</u>	<u>112,199</u>
CASH AT END OF PERIOD	5 <u><u>239,066</u></u>	<u><u>184,352</u></u>

Statement of Changes in Equity

Balance at 1 July 2016	48,877
Surplus/Deficit for the year	20,099
Balance at 30 June 2017	68,976
Balance at 1 July 2017	68,976
Surplus/Deficit for the year	44,514
Balance at 30 June 2018	113,490

NOTES TO THE FINANCIAL STATEMENT

NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 30 JUNE 2018

1. Statement of Significant Accounting Policies

a) Statement of compliance

The Committee has determined that the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. The financial report is a special purpose financial report which has been prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012. These financial statements have been prepared in accordance with following Australian Accounting Standards:

AASB 101	<i>Presentation of Financial Statements</i>
AASB 107	<i>Statement of Cash Flows</i>
AASB 108	<i>Accounting Policies, Changes in Accounting Estimates and Errors</i>
AASB 1031	<i>Materiality</i>
AASB 1048	<i>Interpretation of Standards</i>
AASB 1054	<i>Australian Additional Disclosures</i>

b) Basis of measurement

The financial statement have been prepared on an accrual basis and are based on historical cost and does not take into account changing money values except where specifically stated.

2. Statement of Significant Accounting Policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

a) Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

Property

Freehold land and buildings are shown at their fair value, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Plant and equipment

Plant and equipment are measured on the cost basis less depreciation and impairments losses.

The carrying amount of plant and equipment is reviewed annually by the committee members to ensure that 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 that will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Depreciation

The depreciable amount of all fixed assets, excluding freehold land is depreciated on a straight-line basis over the asset's useful life to the association commencing from the time the asset is held ready to use.

The depreciation rates used for each class of depreciable asset are:

Buildings	2%
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NOTES TO THE FINANCIAL STATEMENT CONT...

Plant and equipment	20%
Motor vehicles	25%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised immediately in profit and loss.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

b) Impairment

At each reporting date the Committee assesses whether there is objective evidence that a financial instrument has been impaired.

If any such indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

c) Income tax

The association is a not-for-profit organisation and is exempt from income tax under section 50-45 of the *Income Tax Assessment Act 1997*.

d) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits, held at call with banks, other short-term highly liquid investments with original maturities cash within three months.

e) Revenue

Revenue is measured at the fair value of the consideration received or receivable. Donation income is recognised when the entity obtains control over the funds, which are generally at the time of receipt.

f) Inventory

Inventory held for sale are measured at the lower of cost and net realisable value.

g) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of an asset or as part of an item of expense. Receivables and payables are stated inclusive of GST.

h) Borrowing costs

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised in income in the period in which they are incurred.

i) Trade Creditors and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 day recognition of the liability.

j) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in active market and are stated at amortised cost using the effective interest rate method.

	2018	2017
Cash and cash equivalents		
Cash on hand	13,488	3,473
Cash at bank	225,578	180,879
	<u>239,066</u>	<u>184,352</u>
Property, Plant, Equipment		
Office Furniture at fair value	45,510	30,190
less accumulated depreciation	-32,573	-29,464
Total Office Furniture	<u>12,937</u>	<u>726</u>
Plant & Equipment at fair value	43,094	43,093
less accumulated depreciation	-40,436	-39,461
Total Plant & Equipment	<u>2,658</u>	<u>3,632</u>
	<u>15,595</u>	<u>4,358</u>
Cash Flow Information		
Reconciliation of Cash		
Cash at the end of financial year as shown in cash flow statement is reconciled to items in Statement of Financial position:		
Cash and cash equivalents	<u>239,066</u>	<u>184,352</u>
Reconciliation of Net Cash Provided by Operating Activities to surplus		
Surplus from ordinary activities	44,514	20,099
Non-cash flows in profit		
Depreciation	4,084	3,275
Changes in assets and liabilities:		
Increase/(decrease) in payables	17,585	44,600
(Increase)/decrease in provisions	3,851	4,451
Net Cash provided by Operating Activities	<u>70,034</u>	<u>72,425</u>