



Port Fairy Community House



Annual Report 2017 – 2018

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About Port Fairy Community House

The Port Fairy Community House is in its 28th year of operation. The House receives funding from the Department of Health and Human Services (DHHS), the Department of Education and Training (DET) and the Adult Council for Education (ACFE). Additional funding is raised by the Community Market, a social enterprise operated by PFCH, which allows the organisation to re-invest funds back into its program and services. A voluntary Committee of Management sets the strategic direction of PFCH and is accountable for its operations. A team of part-time employees is responsible for program development and implementation.

Mission

Our mission is to provide inclusive social, cultural, environmental and educational experiences for our community.

The Neighbourhood House community development model

In order to meet our local community needs and organizational goals we aim to:

1. Involve the community and encourage participation and inclusion, valuing diversity and difference at all levels of Neighbourhood House operation.
2. Identify community needs and aspirations.
3. Determine appropriate programs, activities and services in response to community needs, ensuring that diversity and difference are valued.
4. Partner with community organisations, businesses, government and philanthropic organisations to secure appropriate funding and support.
5. Deliver quality programs, activities and services.
6. Evaluate the effectiveness of all aspects of Neighbourhood House operations, including programs, practice and governance.

Committee of Management Members

Chairperson - Jo Levey

Vice Chair – Kate Donelan

Treasurer – Tony Hutchinson

Secretary – Mary Kerr

Ordinary Members

Carole Howlett

Maureen Joyce

Maggie Currie

Morgan McAlinden

Pam Grendon

Staff Members

House Manager – Tatiana Resk Wilson & Acting Manager Pam McGoldrick

Business Administration & Community Market Coordinator – Pam McGoldrick

Community Education Coordinator – Carol Campbell

Pre Kinder Coordinator – Sally Schintler/ Suzan Finnigan

OCC Coordinator – Stella Kelly/ Nicole Fulton

Childcare Assistant – Miquela Crawford

Finance Officer – Jo Campbell

House Maintenance – Rachel Tolliday

Volunteers

Judy Carbury

Adi Tayler

Wendy Hunter

Valerie McIlwain

June Crawley

Lucy Marshall

Jude Dawson

Tanyth Moore

Catherine Haldane

John Miller

Jeanette Robertson

Amy Gibson

Deb Walker

Agnimurti

Rachel Ross

Maggie Currie

Annie Davies

Abbie Artis

Emma Hocking

Bianca Schultz

Chairperson's Report

It has been a busy and productive year at Port Fairy Community House (PFCH) as the organisation continues to provide a diverse range of services, programs and opportunities to the local and surrounding communities.

The Childcare Service has provided families and children with high quality care and early learning experiences in a small and nurturing environment. Improvements to facilities and equipment have included a new fence, as well as early learning resources funded by a Port Fairy Folk Festival Grant.

Community Education has provided education and recreational programs for learners of all ages, and delivered another successful Women's Weekend to women from the local district and beyond. Grants from Bendigo Bank and Moyne Shire have supported this activity in 2018. This year we will expand the school holiday program to provide a range of exciting educational programs for children, as well as offering vacation care. This initiative has been funded by the Foundation for Regional and Rural Renewal (FRRR).

The Community Market continues to grow and diversify. The January and Easter markets, along with the regular fortnightly markets, are a popular event for the local community and tourists. Income from the markets supports the delivery of the range of services and programs provided by PFCH.

This year the Ukulele Group and Port Fairy U3A joined the groups auspiced by PFCH. Port Fairy U3A will commence in 2019 and work in partnership with PFCH to provide a range of educational and recreational learning activities for adults no longer in full time work.

In the 2017/18 financial year PFCH experienced financial challenges and recorded an unsustainable loss. The organisation is not for profit, however it is not for loss. The Committee of Management has undertaken a review of the organisational structure to ensure that the employment model is aligned with funding and will implement strategies to improve budget accuracy. An increase to the funding received from the Department of Health and Human Services for coordination will assist the Committee of Management to fund the delivery of current programs.

PFCH has received the majority of its funding from the Department of Health and Human Services and the Department of Education. Additional funding for services, equipment and programs has been received through grants provided by the Adult Council for Education (ACFE), Moyne Shire, Commonwealth Bank, Bendigo Bank and the Port Fairy Folk Festival. We appreciate the support of these organisations. Other sources of income include the Community Markets, Childcare fees, membership fees and Community Education course fees.

I would like to acknowledge and thank the dedicated PFCH staff team led by the Manager, Tatiana Resk Wilson and Acting Manager Pam McGoldrick during 2017 and 2018. Staff continue to ensure that the programs and services provided by PFCH are of a high quality. Tatiana has left the organisation after undertaking the role of House Manager for seven years and the Committee of Management thanks her for her valued contribution during this time.

Many volunteers have generously supported PFCH activities with their time and expertise throughout the year. Their support is vital to the Community House and I extend my thanks to them on behalf of the Committee of Management and staff.

It has again been a pleasure to work with an enthusiastic and committed Committee of Management who have contributed many voluntary hours throughout 2017 and 2018 to achieve the best possible outcomes for the organisation, its members and staff.

Joanne Levey – Chairperson

November 2018



Figure 1 Jo Levey & Andrew Kenna

Manager's Report

The last 12 months has been one of challenges, change and achievement.

Both our Childcare Centre and Community markets have operated successfully again this year. Our markets continue to grow in size and number, offering a large variety of products to both locals and tourist to our town. Our Childcare has operated 3 days a week, with 20 families using our service across our Pre-kinder and Occasional Care sessions. We were able to purchase new outdoor resources for our centre this year thanks to generous support from the Port Fairy Folk Festival.

Once again our Community Education Coordinator, Carol, has brought to the House a large selection of courses that we have been able to offer to our community. With courses ranging from learning a language to making cheese, the breadth of courses on offer continues to grow each year.

The Women's Weekend held in August 2017 was another successful event with 30 participants coming together over a weekend to explore, challenge and enjoy themselves. With the numbers in this weekend increasing each year and the feedback continuing to tell us how much this weekend is enjoyed, we look forward to offering this again each August. We thank Bendigo Bank for supporting us with sponsorship for this event.

Our Community Garden Group has tended to our lovely garden each week, sharing their knowledge while developing and maintaining this community resource. This year we were the lucky recipients of a stunning bluestone seat for our garden. We thank Bamstone for this very generous donation which has been beautifully painted by local artists Kathryn Weatherly and Maureen Joyce, turning this seat into a stunning entrance to our Community Garden.

Armed with the old palings from our replaced Childcare fence, Carli Reeve and the skilled members of the Port Fairy Men's Shed have created the new Grow Cart which is located at the front of the Community House. Throughout the year members of the community have dropped off excess home grown produce and taken away lovely fresh goods as needed to ensure nothing goes to waste.

Our Auspice Groups continue to offer a selection of activities for their respective members. An update on their achievements for the year can be found later in this report. An exciting new partnership is in the creation with University of the Third Age Port Fairy (U3A) establishing itself and getting ready to offer courses in 2019. U3A will bring a large selection of courses to Port Fairy to compliment the courses already on offer at Community House. We look forward to building a successful partnership with U3A in the coming year.

Financially it has been a challenging year with a financial loss and decrease in our retained funds. Details on these results can be found in our financial statements included in this report. This financial result has been carefully considered and steps are already being taken to ensure that this result is reversed for next year.

Our team of part-time staff have continued to produce quality sessions, courses, events and all the things that have to happen in the background to keep us in operation. To them a well done on another great year. After 7 years leading the Community House, we have said goodbye to our House Manager Tatiana Resk Wilson. Tatiana saw the House through many challenges and changes

over her time as Manager and we wish Tatiana the best as she embarks on a new challenge in her new role.

Our Committee of Management has once again volunteered their time and expertise to lead the Community House through another challenging but successful year. Without this dedicated group of community minded individuals, our Community House would not exist and on behalf of the staff I thank them for their continued support.

As a not-for-profit community based group we could not offer our services to the community without the ongoing support of our volunteers. We have a fantastic group of volunteers who assist us in many areas of the House – from answering the phone at reception to running a course. I thank everyone who has given up their time to assist us and acknowledge the important role our volunteers play.

The year ahead is always exciting and we continue to strive to achieve our best for the programs within community house. There are many opportunities already in the making and we look forward to bringing them to our members in the coming year.

Pam McGoldrick - Acting House Manager



PROGRAM & SERVICES HIGHLIGHTS

Port Fairy Community Market

GOAL -To deliver a vibrant community market that contributes financially to the house

Our markets aim to deliver a vibrant market full of produce from around our region, while providing a vital source of income which contributes to the financial viability of the Community House.

A total of 29 markets were held over the 2017-18 financial year at Railway Place. This included three additional regular markets from our 2nd and 4th Saturdays - held on the long weekend in September, the first weekend in November which included our annual Car Boot Sale and the first weekend in March. A total of 1,466 stallholders attended the markets throughout the year which has given us strong financial results.

During the year there has been strong interest from new stallholders to join our markets, and after consideration of our selection criteria, 56 new stallholders have been approved to trade at the markets, bringing a fresh array of locally made products and delicious produce.

Our markets continue to support many groups in our local community with the involvement throughout the year from Belfast Lions Club, Rotary, Red Cross, CFA, Bandari Project, Port Fairy Consolidated School, Port Fairy Surf Lifesaving Club, PF Citizen's Band, Cancer Council, Winter Weekends and Jazz Festival.

Our 2nd year at Railway Place for our January Holiday markets was successful with a bit of a challenge from some hot and windy weather. Our first market in February was held in conjunction with the Port Fairy Jazz Festival weekend and the Easter market was held in conjunction with the Port Fairy Lions Club Fair. Railway Place was packed full of over 80 stalls, Irish dancers, face painting and a bouncing castle along with 20 car boot sellers on Easter Saturday. Our June markets finished off a successful year and were held in conjunction with the Winter Weekends.

The "Sit & Relax" area at the market is every popular as a place to sit and chat or enjoy a coffee and some delicious market food, and we thank the volunteers that turn up early each market day to set up and then return to pack this area up. We look forward to another busy year with record total of 31 markets booked for the next financial year.



Childcare

Goal - To provide a high-quality childcare service that meets regulatory requirements.

We enjoyed another successful year of providing care options for families within our community. Childcare and Pre-kinder numbers continued to grow this year, 11 children in Occasional care and 11 children in Pre Kinder.

Childcare days are Monday and Wednesday and Pre Kinder is Tuesday. Within a safe and compliant childcare environment, we developed professional and appealing learning plans reflecting the children's interests.

With the aim of providing a sustainable childcare service we successfully formed strong connections with the children and their families following the National Early Year's Framework that inspires the children, families and staff to work together on common goals throughout the year.

Our program is focused on the children's learning using a play based approach that includes emotional, social, physical, and cognitive development. This allows the children to ask questions, create challenges for themselves and build new understandings which can be included in our fortnightly planning.

Our attendance numbers are continuing to grow promoted by word of mouth and social media. We aim to implement engaging and developmental learning areas that appeal to the children's interest. When children and families are happy and engaged in the service, they will talk to other community members, thus promoting an increase in enrolments.

We are enjoying having Ayesha Plant on a student placement with us this year, helping out in our rooms and putting her studies into practice. We are pleased that we can contribute to Ayesha's future career.

This year we have been grateful to the parents and familieis attending the Mother's Day luncheon, and our co-educators for their continued support.

Positive feedback received over the year included appreciation that we are currently providing a family grouping Childcare Centre caring from 0-5 year olds, as well as a 3 year old pre kinder program.

"Love it! Had 2 kid go here so far and they both have had so much fun. They do some many art/craft activities, the teachers are so caring and they have made wonder friends. Thank you Community House." (Parent Comment).

"BRILLIANT – Joey talks fondly about kinder and that's what matters. Thank you for welcoming us." (Parent Comment)



Community Education

Goal - To offer a socially and financially viable community education program

Adult and Community Education (A&CE) had a busy twelve months, offering eighty-one different classes and activities as well as running the annual Women's Weekend. Volunteers have once again played an important role in all aspects of the program.

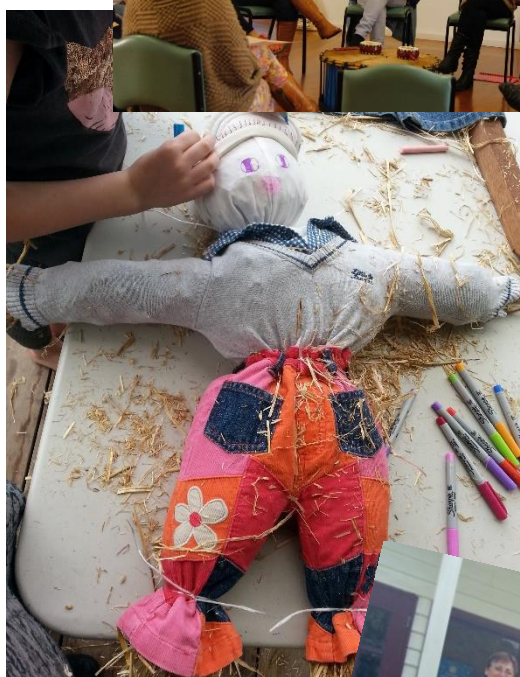
A&CE was reviewed towards the end of the 2017 year with a view to expanding services whilst staying relevant, sustainable, and engaging in and with the local community. The program was rebranded to Community Education to reflect the role of offering services to people of all ages. Tools used to look at possible service expansion were the Capacity and Innovations Fund (CAIF) analysis performed in 2016, local government data, census data and discussion with Community House members and others in our community.

The decision was made to reduce dependence on Adult and Further Education Funding and support the program through fee for service delivery and other funding sources. The planning process highlighted twenty-one potential opportunities for the Port Fairy Community House via Community Education. Three were chosen for further development in the 2017 / 2018 period. These were U3A, educational school holiday care and participation in the Winter Weekends event.

Port Fairy Women's Weekend.

The concept behind the Women's weekend is to offer a diverse program of learning that focuses on key areas of creativity, health & wellbeing whilst instilling confidence, increasing networks and challenging women to try new things. For some it is as simple as learning to allow another woman to make a cuppa for them and not to jump up and wash the cup afterwards! It is the women attending who really make it a success, allowing themselves to be open to new experiences, willing to dig deep into self, and extend the hand of friendship to others, the Community House facilitates the space to do so.

A big thank you to the sixteen volunteer presenters, the guest speaker and photographer Pam Wright as well as our long list of sponsors and supporters. Port Fairy & District Community Bank Branch, Moyne Shire Council, Audley & Hall Artisan Chocolates, Coffin Sally, Tasty Plate Catering, The Victoria - Port Fairy, Port Fairy IGA, Port Fairy Day Spa, Blarney Books & Art, Robertson Port Fairy, Rachel Ross - Arbonne Independent Consultant, BIG4 Port Fairy, Port Fairy Holiday Park, Nancie Schipper Music, Shaw River Buffalo Cheese, Rebecca's Café Port Fairy, Port Fairy RSL Hall, Port Fairy Senior Citizens Hall, Port Fairy Anglican Church, Port Fairy Uniting Church, Port Fairy Visitor Information Centre, Leske's Jewellers, and GD Window Cleaning.



Auspice Groups

Port Fairy Community Group have a strong focus on supporting local community groups to pursue their areas of interest, share their expertise and provide learning and social activities to Port Fairy and district residents. Auspice groups come under the umbrella of the Community House. Their members are financial members of PFCH which covers the group for insurance and assists with risk management and grant applications without the need of that group to incorporate.

Auspice groups deliver a myriad of activities throughout the year. Here is what they have been up to in the last twelvemonths:

WATER AEROBICS

Water Aerobics has again been very successful for the 2017/2018 year at our indoor heated community pool “**Belfast Aquatics.**” Thanks to the **Port Fairy Community Group** for their ongoing support of Water Aerobics.

Attendance has been extremely consistent with an average in the winter of 12 - 20 and increased numbers when the weather is more pleasant and our travellers return from their trips north or overseas we can have up to 30 participants or more on a Thursday morning. We have about 55 fairly regular participants on the books with the occasional visitor, friend or relation joining us, the more the merrier I say!

We aim to encourage more attendance at the classes at Belfast Aquatics – why don’t you come & join in a class such as Water Aerobics or Deep Water running. Water allows *everyone* to be able to exercise no matter what size, age or fitness level and it’s especially gentle on any injury or ailment. Come along and join us, the benefits are yours to experience. We all come along for various reasons; sometimes the exercise is a bonus – chatting is certainly encouraged and engaged in with fervour!

A highlight continues to be our weekly social gatherings at Rebecca’s for coffee after Thursday morning Aerobics. We like any excuse to go out for lunch or an evening meal especially birthdays. The strength of friendships begun and forged because of attendance at Water Aerobics is wonderful to witness. You will find us very inclusive, friendly and welcoming - in fact it is a very good way to meet people.

Once again a huge thanks to the **Port Fairy Community Group** for your ongoing support.

Martina Murrihy - Instructor

BEACHCOMBING WALKS GROUP

The Port Fairy Beachcombers have enjoyed another wonderful year exploring the delights of ocean-washed curios along South and other Port Fairy beaches. Many fascinating finds including a Crab-eater Seal, which had travelled from the Antarctic ice flows some 3000km to the south; sea birds including Fairy Prions, Great-winged Petrels; a Starry Toadfish (a rare one in Victorian waters and a completely new one for western Victoria); and all the usuals including sea stars, sea cucumbers, cuttlefish and a wide variety of shells were encountered during the year. You never know what the southern ocean will offer up from week to week.

John Miller – Group Leader

TAI CHI

The Tai chi group has continued to flourish during 2018. Every Wednesday morning at 10am, throughout the year except for January, between 12 and 22, people meet to learn or improve their Tai Chi. New members are welcomed into the group, and with a little extra tuition, gradually learn the art of Tai chi

Although we don't meet formally in the hall during January, a growing group meet, in the Botanical Gardens, at the same time, each Wednesday morning. I think that shows how much we enjoy, not only Tai chi, but the friends we have made over the years the group has been running. A cuppa after the session, allows for those friendships to develop.

The Tai chi Group has also participated in the Health and Wellbeing day, on the Fiddlers' Green during the Moyneyana Festival, and we have demonstrated our skills at the Anglican Strawberry Fete!! I would like to thank the Port Fairy Community House for their continued Auspice of the Group. I would also like to thank Jackie Favelle, for her continued support in leading the group in my absences.

Netta Hill - Tai Chi Group Leader.

TEXTILE ART

Our group meets every 1st and 3rd Friday of each month at Port Fairy Community House. We formed our group 9 years ago. We are a group of people who share a passion for creating art through the use of many mediums related to textiles. These include felting, spinning, hand and machine embroidery, knitting, crocheting, screen printing, dying, weaving and working with wire. The purpose of our group is to meet and share ideas and learn from each other. Through this, we create many and varied works of textile art. This is also a social meeting day for us all.

PROJECTS FOR 2018

- Year project: MY PLACE
- Mini projects about every 2nd.month:
- *Alley Ways*
- *A Touch of Yellow....the scarf competition.*
- *Feathers*
- Something beginning with the letter "B"
- A step in to Spring
- An excursion to the Cobden Woollen Mills was organised in mid May, followed by lunch in Timboon.
- We display our work at the Port Fairy Lions Club Art Show in December every year.

Doris Madden – Group leader



UKULELE GROUP

After meeting regularly at the Port Fairy Community House over many years the Ukulele Group has now become an Auspiced Group of the House, in July this year.

The “Uke” group meets every Thursday night at the House for an hour and a half of playing, singing and a lot of fun. The Ukulele, as an instrument, is often maligned by accomplished musicians, once being referred to as “the Cane Toad of Musical Instruments,” but to all dedicated Ukulele players it is our loved little instrument that is small enough to pack in our luggage and take with us for instant entertainment where-ever we go.

Our group have been playing together for 6 years and started after some of us attended a Mike Jackson workshop at the Moyneyana Festival. We all bought Ukuleles and Mike Jackson’s book to start with and decided to get together at the Community House each week. For quite a while we would only play songs with 3 chords C, G7 and F but as time went on we got over our fear of more difficult chords and now have quite a wide repertoire from different genres.

The group started with about 6 members which grew to over 20 earlier this year after our very successful performance at the Moyneyana Festival. It was really pleasing to think that we had inspired others to come along and join in the fun, but unfortunately those numbers have not been sustained, we now have a core group of approx. 15, although this drops away during winter as many of our members get away to warmer climates.

We were invited to entertain the residents at Belfast House Nursing Home on a regular basis and now go to Belfast every second month. The residents and staff seem to enjoy these sessions as much as we do. We have also played at the Winter Weekends and also regularly play at the Moyneyana Festival.

New members are welcome - Contact Tony 0400 214 503 or Judy 0400 543 936

Tony Bishop – Coordinator



HEART FOUNDATION WALKING GROUP

How time flies when you are having fun, well that's how it seems and the walking group try to have plenty of fun!

The Friday Morning walking group has been stronger than ever in 2018. There are 45 registered members (11 male and 34 female) and despite annual pilgrimages to warmer climes and overseas, we are averaging 15 walkers attending each week in winter and 17 in summer. We have achieved a total of 2152 walks. (approx. 10,000 kms)

Our members are of varying ages and fitness levels but the weekly walks cater for all levels of ability. Each of the six selected walking routes features a long track and a short one (with appropriate shortcuts). The distance covered is between 4 and 6 kilometres and the time taken is approximately one hours and some minutes.

The meeting point for the group is outside Driftwood Coffee Shop where we meet at 9-30 am each Friday. The first few minutes are spent in warm up/stretching exercises that are led by an expert in the field and these take place outside Community House, in Railway Place.

The group not only enjoys the exercise but also coffee and a good old chat after each walk. We meet for dinner and an event at least one evening a year.

Apart from paying the annual Port Fairy Community House membership fee of \$10, there is no other associated cost. Registered walkers who choose the option to receive regular communications from The Australian Heart Foundation and an occasional local newsletter. The Heart Foundation also makes awards and offers cash vouchers for milestone achievements.

Walking Group membership is open to all and the group welcomes new members at any time. (Because of area restrictions, dogs are not permitted)

Morgan McAlinden - Organiser

Community garden

We have had a fun and productive year in the garden this year. We are enjoying the beautiful seat donated by Bamstone and a friendly welcoming sign identifying the Community Garden painted by Katheryn Weatherly and Maureen Joyce. A lovely spot to enjoy the fruits of our labour in the garden. Another successful year of gardening with lots of fruit veggies and flowers produced for all to share. As we are a small group we have added more perennial plants this year to reduce the workload of maintaining annual beds. Globe artichokes, Jerusalem artichokes, Asparagus, Rhubarb, Yacon, an Apricot Tree and a Peach Tree; while continuing to plant annual veggies. The herb beds have expanded with rich harvests of coriander, sage, thyme, oregano marjoram, borage, mint, feverfew, chives etc. We were very pleased to have the U3A group plant an Olive tree in the garden. We have purchased a watering system to help reduce the manual watering over summer. We have enjoyed sharing the grow free cart at the Community House, composting waste, providing produce and potted seedlings and going on the roster for maintaining the grow free cart.

Greg Walker – Group representative

PORT FAIRY COMMUNITY HOUSE GARDEN GROUP

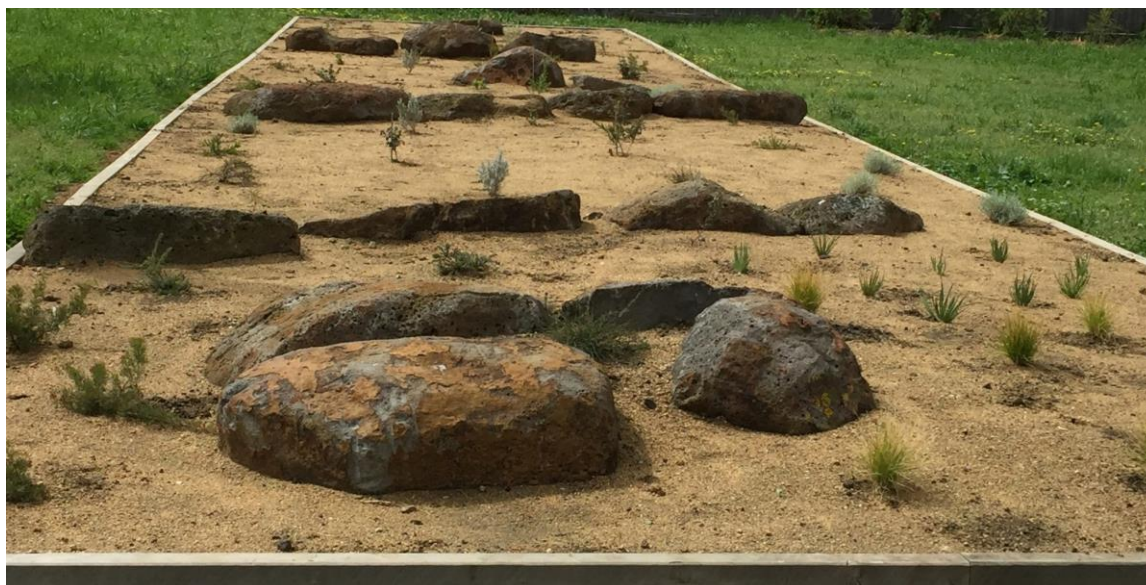
Our Community House auspiced group has had a very successful year with membership increasing again; new members and our loyal members enjoying the friendship and the many lovely gardens that we have visited throughout the year.

The Port Fairy Community House Garden group meets fortnightly during each school term. Sometimes the weather has been a little inclement but this does not deter our keen and dedicated group from attending!

We have visited many local gardens in Port Fairy, gardens within a small radius from Port Fairy (including Koroit, Nullawarre, Allansford, Warrnambool and guest speaker Gen Baulch, florist). Our mystery bus tour to 4 gardens in the Ballarat area November 14th has been fully booked. Several of our gardens visited this year have been those of our members. We greatly appreciate the generosity of all those that have opened their garden to our group. We gain much from the shared knowledge, expertise and passion of our fellow gardeners.

Our winter break during July and August this year coincided with a team effort in planting 2 large beds at Railway Place adjacent to Regent Street in Port Fairy. We collaborated with Moyne Shire on this project; the large rocks were donated and then placed strategically (as naturally as possible) by our members. Planting by members was completed in early August. Since then all of the native plants are looking very happy in their new home. Weeding and watering will be our tasks in the coming months. We look forward to another interesting year of beautiful gardens and events to enjoy in 2019.

Jane Ryan – President



Strategic Goals 2017 – 2019

GOVERNANCE



Deliver quality governance that ensures legislative and regulatory compliance

Governance

- Establish and endorse a COM Charter.
- Provide professional learning to develop governance skills.
- Implement a targeted recruitment process of COM.
- Establish a self-evaluation process for COM.
- Monitor service delivery against key performance indicators.

FINANCE



Ensure financial security that supports the delivery of programs and services

Finance

- Strengthen procedures to develop and monitor budgets.
- Identify opportunities to maximise income.
- Identify financial resources available for future projects.

HOUSE MANAGEMENT



Effectively manage resources to improve and expand service delivery

House Management

- Identify opportunities to expand community service delivery to ensure long-term viability.
- Effectively manage human, physical and financial resources.
- Develop a process to identify and manage risks.
- Comply with regulatory legislative and funding requirements.

COMMUNITY EDUCATION



Expand the delivery of community education programs that are sustainable, relevant and engaging

Community Education

- Consult regularly with the local community about their educational needs.
- Identify target groups in our local community.
- Develop a range of course delivery options flexible to community needs.

COMMUNITY MARKET



Provide a vibrant community market that contributes financially to PFCH programs

Community Market

- Promote the market and its link to PFCH.
- Provide a safe market environment.
- Strengthen links with other community events.
- Review stallholder fees.

CHILDCARE



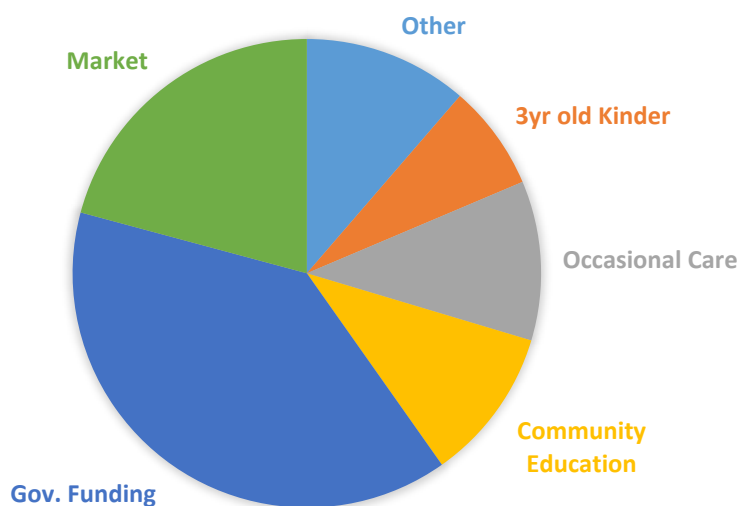
Provide a sustainable childcare service with a safe, nurturing learning environment

Childcare

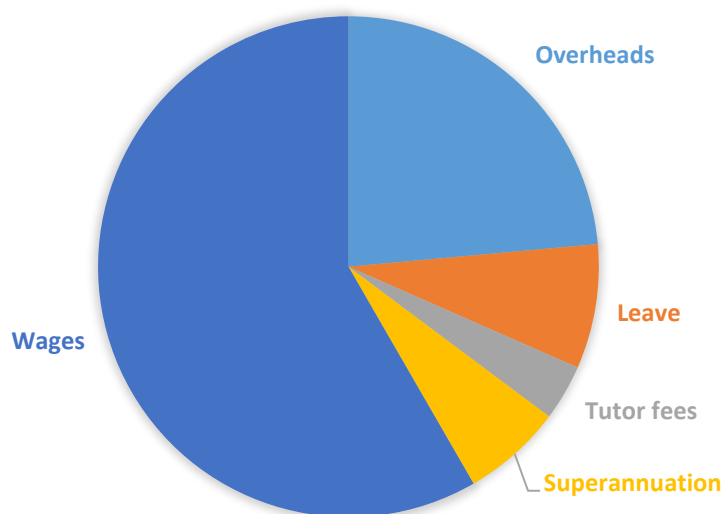
- Ensure a safe and compliant childcare environment.
- Provide a high quality early learning program.
- Promote unique qualities of the service to maximise enrollments.
- Review service delivery models to cater for local family needs.

Financial Reports

INCOME 2017 - 2018



EXPENSES 2017 - 2018



**PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018**

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PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2018

	Note	2018 \$	2017 \$
INCOME			
Revenue	13	222,612	229,394
		<u>222,612</u>	<u>229,394</u>
EXPENDITURE			
Depreciation	13	2,393	2,024
Employee benefits expense	13	185,877	166,402
Other expenses	13	51,080	64,453
		<u>239,350</u>	<u>232,879</u>
Result for the year		<u>(16,738)</u>	<u>(3,485)</u>
Total Comprehensive income for the year		<u><u>(16,738)</u></u>	<u><u>(3,485)</u></u>

The accompanying notes forms part of the financial statements

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
BALANCE SHEET
AS AT 30 JUNE 2018

	Note	2018 \$	2017 \$
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	2	98,181	103,524
Trade and other receivables	3	2,786	6,495
Shares		500	500
TOTAL CURRENT ASSETS		101,467	110,519
NON-CURRENT ASSETS			
Property, plant & equipment	4	4,851	7,244
TOTAL NON-CURRENT ASSETS		4,851	7,244
TOTAL ASSETS		106,318	117,763
LIABILITIES			
CURRENT LIABILITIES			
Trade and Other Payables	5	15,809	17,033
Short Term Employee Provisions	6	16,854	7,811
TOTAL CURRENT LIABILITIES		32,663	24,844
Non-Current Liabilities			
Long Term Employee Provisions	6	5,386	7,912
TOTAL NON-CURRENT LIABILITIES		5,386	7,912
TOTAL LIABILITIES		38,049	32,756
NET ASSETS		68,269	85,007
MEMBERS FUNDS			
Retained surplus		68,269	85,007
TOTAL MEMBERS FUNDS		68,269	85,007

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2018

	Retained Earnings \$	TOTAL \$
Balance at 30 June 2016	88,492	88,492
Comprehensive Result	<u>(3,485)</u>	<u>(3,485)</u>
Balance at 30 June 2017	85,007	85,007
Comprehensive Result	<u>(16,738)</u>	<u>(16,738)</u>
Balance at 30 June 2018	<u><u>68,269</u></u>	<u><u>68,269</u></u>

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2018

	Note	2018 \$	2017 \$
Cash Flow From Operating Activities			
Receipts from operating activities		225,226	233,772
Interest received		1,095	225
Payments to suppliers and employees		(231,664)	(234,837)
Net cash provided by/(used in) operating activities	12	<u>(5,343)</u>	<u>(840)</u>
Cash Flow From Investing Activities			
Payments for Property, Plant and Equipment		-	(1,684)
Net cash (used in) investing activities		<u>-</u>	<u>(1,684)</u>
 Net increase/(decrease) in cash held		 (5,343)	 (2,524)
 Cash at the beginning of the year		 <u>103,524</u>	 <u>106,048</u>
Cash at the end of the year	2	<u><u>98,181</u></u>	<u><u>103,524</u></u>

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

Note 1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 2012 (Vic). The Committee has determined that the Association is not a reporting entity.

The financial statements have been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of these financial statements.

(a) Income Tax

The Association is exempt from income tax under Section 50-10 of the Income Tax Assessment Act.

(b) Property, Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by management to ensure it is not in excess of the recoverable amount from these assets.

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

(c) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying value of its tangible and intangible assets to determine whether there is any indication that those assets may be impaired.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the balance sheet. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on costs. 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 benefits.

(e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less and bank overdrafts.

(f) Superannuation

The Association contributes employer superannuation on behalf of permanent employees receiving greater than \$450 per month. The Association is not legally obligated to contribute greater than 9.5% superannuation guarantee levy.

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

Note 1. Summary of Significant Accounting Policies (cont.)

(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.

(h) Revenue

Revenue from the provision of service is recognised upon the delivery of the service to the client. Interest revenue is recognised on a proportional basis taking into account the interest rate applicable to the financial asset. All revenue is stated net of the amount of GST. Government grants are recognised as revenue when the organisation gains control of the underlying assets. Where grants are reciprocal, revenue is recognised as performance occurs under the grants. Non-reciprocal grants are recognised as revenue when the grant is received or is receivable.

	2018	2017
	\$	\$
Note 2. Cash and cash equivalents		
Cash At Bank	50,520	56,958
Bendigo Term Deposit 1	16,941	16,566
Bendigo Term Deposit 2	30,720	30,000
	<u>98,181</u>	<u>103,524</u>

Reconciliation of cash

Cash at the end of the financial year as shown in the cash flow statement is reconciled to items in the balance sheet as follows:

Cash and cash equivalents	<u>98,181</u>	<u>103,524</u>
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Note 3. Receivables

Trade receivables	2,918	6,657
Provision for impairment	<u>(133)</u>	<u>(162)</u>
	<u>2,786</u>	<u>6,495</u>

Note 4. Property, plant and equipment

Property, plant and equipment at cost	15,039	15,039
less accumulated depreciation	<u>(10,188)</u>	<u>(7,795)</u>
	<u>4,851</u>	<u>7,244</u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

	2018	2017
	\$	\$
Note 5. Trade and other payables		
Trade creditors	448	1,716
Garden group	165	180
Other accruals	-	4,958
Superannuation payable	4,639	2,906
Tax payable	2,497	2,929
PAYG payable	8,060	4,344
	<u>15,809</u>	<u>17,033</u>
Note 6. Employee provisions		
Current		
Provision for annual leave	11,788	4,149
Provision for long service leave	5,066	3,662
	<u>16,854</u>	<u>7,811</u>
Non-current		
Provision for long service leave	5,386	7,912
	<u>5,386</u>	<u>7,912</u>
	<u>22,240</u>	<u>15,723</u>

Note 7. Events after the balance sheet date

The Board is not aware of any events which have occurred subsequent to the balance date which would materially effect the financial statement at 30 June 2018.

Note 8. Contingent liabilities

The Association is not aware of any contingent liabilities as at 30 June 2018, nor have any liens, guarantees or security been provided by the Association to third parties.

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

	2018	2017
Note 9. Capital & leasing commitments	\$	\$
The Association is not aware of any capital or leasing commitments as at 30 June 2018.		
Note 10. Related party transactions		
The Association did not enter into any contracts with any member of the Board.		
Note 11. Government funding		
DEECS - Early Years Service	15,600	15,449
ACFE (Board)	10,761	24,051
DHHS	60,391	57,206
	<u>86,752</u>	<u>96,706</u>
Note 12. Cash flow information		
Operations with surplus from ordinary activities		
Net result for year	(16,738)	(3,485)
Non-cash flows in profit from ordinary activities:		
Depreciation	2,393	2,024
Loss on disposal of plant and equipment	-	8,206
Reversal of provision for doubtful debts	(30)	(4,811)
Changes in assets & liabilities		
Increase/(decrease) in receivables	3,739	4,602
Increase/(decrease) in payables	(1,224)	(6,989)
(Increase)/decrease in employee provisions	6,517	(387)
	<u>(5,343)</u>	<u>(840)</u>

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2018

Note 13. Detailed Income Statement for the year ended 30 June 2018

	2018	2017
	\$	\$
Income		
Adult education fees	23,591	20,416
Child care fees	40,721	43,497
Donations	1,267	3,672
Government funding	86,752	96,706
Grants	11,101	7,283
House hire	8,920	3,345
Interest received	1,095	225
Market stall rents	46,353	48,228
Membership	2,065	2,410
Sundry income	747	3,612
Total income	<u>222,612</u>	<u>229,394</u>
Expenses		
Other Expenses		
Advertising	1,952	2,205
Accounting & consultancy fees	3,413	15,384
Bad debts	202	188
Catering	2,248	5,230
Childcare materials	3,448	768
Contract labour	8,646	8,362
Cleaning	861	816
Electricity	2,544	1,620
Loss on disposal of property, plant & equipment	-	8,206
Gardening	1,373	965
Gifts	725	356
Groceries	1,103	1,215
Insurance	741	686
Internet	50	350
Office equipment	85	-
Office expenses	5,575	6,626
Provision impairment	(30)	(4,811)
Repairs & maintenance	1,825	1,739
Security	446	443
Subscriptions & levies	451	788
Sundry expenses	8,742	6,983
Telephone	4,141	4,459
Workcover	2,539	1,875
Total Other Expense	<u>51,080</u>	<u>64,453</u>

PORT FAIRY COMMUNITY GROUP INC.**A.B.N. 84 487 973 686**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Note 13. Detailed Income Statement for the year ended 30 June 2018 (cont.)

	2018	2017
Employee Benefits Expense		
Wages	163,893	148,252
Superannuation	15,467	13,754
Leave provision movement	6,517	4,396
Total Employee Benefits Expense	<u>185,877</u>	<u>166,402</u>
Depreciation Expense		
Depreciation - Property, plant & equipment	2,393	2,024
Total Depreciation Expense	<u>2,393</u>	<u>2,024</u>
TOTAL EXPENSES	<u>239,350</u>	<u>232,879</u>
Current year surplus/(loss)	<u>(16,738)</u>	<u>(3,485)</u>

**PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED 30 JUNE 2018**

The Committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Port Fairy Community Group Inc. as at 30 June 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Port Fairy Community Group Inc. will be able to pay its debts as and when they fall due.

This Statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Joanne C. Levey - CHAIRPERSON
Committee Member

Dated in Port Fairy on: 1st October 2018

**INDEPENDENT-AUDITOR'S REVIEW REPORT TO THE MEMBERS OF PORT FAIRY COMMUNITY GROUP INC.****Report on the financial report**

We have reviewed the accompanying special purpose financial statements, which comprises the balance sheet as at 30 June 2018, the statement of comprehensive income and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and statement by members of committee for Port Fairy Community Group Inc.

Committee's Responsibility for the Financial Report

The committee of management are responsible for the preparation and fair presentation of the financial statements that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012 (VIC)* and are appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee members determine is necessary to enable the preparation of a financial statements that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our review. We conducted our review in accordance with Auditing Standard on Review Engagements ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*, in order to state whether, on the basis of the procedures described, anything has come to our attention that causes us to believe that the financial statements are not presented fairly, in all material respects, in accordance with the *Associations Incorporation Reform Act 2012 (VIC)*.

A review of a financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Independence

In conducting our review, we have complied with the independence requirements of the Australian professional ethical pronouncements.

Conclusion

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the financial statements of Port Fairy Community Group Inc. does not present fairly, in all material respects, the financial position of the association as at 30 June 2018, and of its financial performance and its cash flows for the year then ended, in accordance with the *Associations Incorporation Reform Act 2012 (VIC)*.

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**Basis of Accounting**

Without modifying our conclusion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Port Fairy Community Group Inc. to meet the requirements of the *Associations Incorporation Reform Act 2012 (VIC)*. As a result, the financial statements may not be suitable for another purpose.

McLaren Hunt
McLAREN HUNT
AUDIT & ASSURANCE


N.L. McLEAN
PARTNER

Dated at Warrnambool, 19 October 2018

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