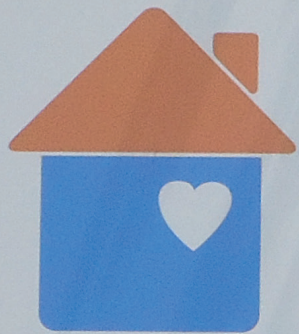




Port Fairy
Community House

ANNUAL REPORT

2017



Port Fairy
Community

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www.portfairycommunityhouse.org.au



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The Port Fairy Community House, with a team of dedicated and passionate people continues to have a strong impact on our local community.

About

Port Fairy Community House

The Port Fairy Community House is in its 27th 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 (ACE). 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 comprised of seven part-time employees is led by the House Manager and is responsible for program development and implementation.

The Neighbourhood House community development model

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

- **INVOLVE** the community and encourage participation and inclusion, and valuing diversity and difference at all levels of Neighbourhood House operation.
- **IDENTIFY** community needs and aspirations.
- **DETERMINE** appropriate community programs, activities and services in response to those needs, ensuring that diversity and difference are valued.
- **PARTNER** with community organisations, businesses, government and philanthropic organisations to secure appropriate funding and support.
- **DELIVER** quality programs, activities and services.
- **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 - Carolyn Crowe (Nov 16 - Jun 17)
 Secretary - Mary Kerr
 Ordinary Members
 Morgan McAlinden
 Carol Howlett
 Anne Robertson
 Maggie Currie
 Heather Davitt
 Pam Grendon

Staff Members 2016 - 2017

House Manager - Tatiana Resk Wilson
 Business Administration & Community Market Coordinator - Pam McGoldrick
 Community Education Coordinator - Carol Campbell
 Community Education Coordinator - Lucy Marshall
 Pre Kinder Coordinator - Sally Schintler
 OCC Coordinator - Stella Kelly/Nicole Fulton
 Childcare Assistant - Deb Willey/Miquela Crawford
 Finance Officer - Jo Campbell
 House Maintenance - Rachel Tolliday

Volunteers

Adi Tayler	Wendy Hunter
Judy Carbury	Emma Lou
June Crawley	Rachel Ross
Valerie McIlwain	Catherine Haldane
Tanyth Moore	Abbie Artis
Jude Dawson	Amy Gibson
Jeanette Robertson	Bianca Schultz
John Miller	Anne Robertson
Agnimurti	Anne O'Keefe
Deb Walker	Daneel Robinson
Annie Davies	Annette Graham
Maggie Leutton	Kerri Morey
Jackie Bowe	Karen Foster
Maggie Currie	Wanasai Hunn



OUR MISSION

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

Chairperson's Report

In 2017 Port Fairy Community House (PFCH) has had many achievements to celebrate. A diverse range of services, programs and opportunities have been provided to engage the local and surrounding communities.

The Childcare Service has provided families and children with high quality care and early learning experiences. Community Education has provided a diverse and engaging range of education and lifestyle programs, and delivered another successful Women's Weekend to women from the local district and beyond. The Community Market has had another successful year and continues to grow and diversify. The relocation of the January 2017 markets to Railway Place was an outstanding success, which we hope to repeat in 2018. Volunteers have generously and competently supported the day to day operation of PFCH, the services provided and the governance of the organisation.

This year PFCH developed a new three year strategic plan. To inform the direction of the new strategic plan the Committee of Management implemented a consultative process to review the performance of PFCH's current services and programs. The new plan outlines goals, improvement strategies and performance measures which will guide actions to achieve the PFCH mission. In 2018 PFCH will review the Community Education program with a focus on strengthening community engagement and identifying opportunities to diversify the scope of this service.

Although PFCH is a small organisation, with limited staff resources, we continue to effectively manage ever increasing legislative and compliance requirements. A focus of the work during 2017 has been policy development and review to ensure that regulatory requirements are met. To support the work of the Manager and coordinators, the Committee of Management has established sub-committees to work collaboratively with each of the services: Childcare, Community Education and Community Market, as well as a Finance and Risk subcommittee and Governance sub-committee.

I would like to acknowledge and thank the dedicated PFCH staff team led by the Manager, Tatiana Resk Wilson. Tatiana continues to provide a high level of leadership and operational management to PFCH. The Childcare, Community Market and Community Education coordinators, and Finance Manager have ensured the quality of our current programs, and explored and developed new opportunities to engage with the Port Fairy community. A new program for PFCH in 2017 was

the Community Lunch program. The program aimed to provide community members with opportunities for social interaction whilst sharing a meal. PFCH was pleased to contribute to the program working in partnership with Port Fairy Rotary and Lions Clubs and the Uniting Church.

During 2017 PFCH has received the majority of its funding from the Department of Health and Human Services (DHHS) and the Department of Education (DET). Moyne Shire, Bendigo Bank, the Port Fairy Folk Festival, Rotary, FRRR, Uniting Church and Lions Club have also contributed funds to support our services and programs. Other sources of funding include income from the Community Markets, Childcare fees, membership fees and Community Education course fees. The Committee of Management has continued to fine tune budgeting processes to ensure that the organisation is expending financial resources strategically and effectively.

It has been a pleasure to work with an enthusiastic and capable Committee of Management this year. I would like to thank and acknowledge committee members who have decided not to re-nominate or have been unable to continue in their position during 2017.

Carolyn Crowe filled the role of Treasurer for the first half of the year and I would like to thank her for her contribution.

Anne Roberson and Heather Davitt will not re-nominate. Anne has been a Committee of Management member for 3 years. She has been an active member of the Community Education sub-committee and the Women's Weekend Advisory Group. Heather Davitt has been a Committee of Management member in 2017. Heather has been an active member of the Community Education sub-committee and is a dedicated volunteer. I thank them for their valued contribution to PFCH.

I would like to express my thanks and appreciation to the 2017 Committee of Management. Their wise counsel and thoughtful contributions have added value to the organisation and contributed to this year's achievements.



Joanne C. Levey

Joanne Levey

Chairperson - November 2017



Manager's Report

LOOKING BACK...

The Port Fairy Community House, with a team of dedicated and passionate people, continues to have a strong impact in our local community. A range of initiatives and programs have been successfully implemented this year. From this perspective, we have attained our mission.

In 2016/17, we conducted a review of our core programs: the Childcare service, Community Education and the Community Markets. I consider these three programs to be the pillars of our operations; assuring their performance is a major focus of the Manager's role. Our review processes focused on the financial sustainability, compliance and quality in service delivery for each program.

Our Childcare service has maintained a high level of service delivery and compliance. In 2016, new policies and procedures were developed to ensure alignment with new Child Safety regulations, and updated program development tools have supported and improved our day to day operations. We provide a niche high quality childcare service in a small community where consistent enrollment numbers can't always be guaranteed. Despite limited funding and minimal fee increases, we delivered over 1000 childcare places provided by a strong team of early education professionals. In light of the external factors that substantially influence our operations, we will continue to review the childcare service to ensure its viability.

Major developments have also taken place in our Community Education program. With our new Coordinator, Carol Campbell, operational challenges have been revisited and a new strategic direction has been set. In the next year, our ability to pursue this new path will be a key focus. I have confidence in my team and believe that positive results will come out of this process.

The Community Markets are a great source of revenue for our organisation. The 29 markets delivered in the past year allowed PFCH to invest in other programs and services. This financial contribution is matched by the

vibrant atmosphere the Community Markets give to our community. Without a doubt, this is one of our most successful ventures. I'm certain the Community Markets will continue to operate at the same high standard of the past years under the management of Pam McGoldrick, our Market Coordinator.

Our financial position for the 2016/17 is at \$ 85,007, a slight decrease in retained funds from the previous year. We aim to offset this loss in the next financial year as a result of improved financial planning and management practices. In 2017, PFCH has engaged with a new accounting firm, McLaren Hunt, who will conduct our financial review. This strategic move will ensure we remain compliant and substantially reduce costs to our external financial monitoring procedures. The Finance Sub-Committee together with management will continue to monitor our financial performance as part of our robust governance structure.

The Manager's report provides only a snapshot of our operations. Many other initiatives and projects can be discovered in other sections of this Annual Report.

LOOKING FORWARD...

Taking into consideration that in our sector 'the only constant is change', my goal is to consolidate the rich learning we have gained in the past, and lead our organisation into its 28th year with confidence and a strong ability to adapt and evolve, no matter what comes our way.

A long list of exciting opportunities has been mapped out for the 2018 year. We are aiming for growth and diversification in our programs and that will be the focus of our work for the upcoming year.

This would not be possible without the highly talented group of people that lead, manage, coordinate and assist in every aspect of our organisation. A heartfelt thank you to our committee of management, staff and volunteers for their valuable contribution.

Tatiana Resk Wilson – House Manager

Program & Services Highlights 2016- 2017



GOAL: TO DELIVER A VIBRANT COMMUNITY MARKET THAT CONTRIBUTES FINANCIALLY TO THE HOUSE

Our community markets had high attendance throughout the year with thousands of people taking the opportunity to view the array of products on offer by our stallholders. Many charity groups also took part in our markets, using the opportunity to fundraise and promote their services. We ran our markets in June and July in conjunction with the Winter Weekends and also in February with the new Jazz Festival.

Over 1000 stallholders attended our markets throughout the year, offering a vast variety of goods for sale. The quality of our stalls continues to grow, with 45 new stallholders approved to attend the markets throughout the year.

Our move to Railway place in January for our Holiday markets was a huge success. We had a record number of stallholders throughout the year with an increase of over 100 from the previous year which has given us strong financial results for the markets.

GOAL: TO PROVIDE A HIGH-QUALITY CHILDCARE SERVICE THAT MEETS REGULATORY REQUIREMENTS

Attendance numbers are continuing to grow, and feedback from families surveyed using the service is

extremely positive. Thank you to all families for taking part in our annual survey!

Our Childcare program had another successful year with providing alternative care options for families within the local community.

At the Port Fairy Community House Childcare we are all about forming strong connections between the families of our service, the local community and most importantly developing each child's agency and sense of belonging. To do this, we follow the National Early Years Framework that inspires children, families and staff to join together in partnership to work on common goals.

Our program focused on children learning in a holistic play-based approach, that includes their physical, social and emotional and cognitive development all woven into their everyday curriculum. We use play as a learning tool that allows children to question, take ownership, invent and create using their imagination, challenge themselves and build new understandings.

Throughout the past year, we have developed the children's learning dispositions and a range of skills such as problem solving, persistence, experimentation and hypothesising through the use of science within our program. Every day presents an opportunity to explore our program as the children take the lead of what knowledge they want to pursue and be inspired to question their thinking.

GOAL: TO OFFER A SOCIALLY AND FINANCIALLY VIABLE COMMUNITY EDUCATION PROGRAM

In the 2016 – 2017 year Port Fairy Community House offered 76 classes and activities via our four regular term programs and school holiday activities. Also, the Women's Weekend offered participants the choice of 19 workshops across areas of communication, healthy eating, goal setting, teamwork and more. The classes reflect the interests of the community and range from lifestyle, health and wellbeing, art, literature through to language.

The CAIF (Capacity and Innovation Fund) project was a major driver in improving accessibility this financial year. The direct focus on surveying the community, analysing the needs of our neighbourhood and the concentrated effort to liaise with the public has contributed a far greater understanding of our local demographic.

The organisation continues to attract and engage passionate and knowledgeable trainers and facilitators to deliver quality classes. Program content is under regular review, and we always seek feedback from class participants to ensure high standards.

COMMUNITY GROUPS

We 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.

Community groups under the House auspice and support deliver a myriad of activities throughout the year. Here is what they have been up to:

WATER AEROBICS

Water Aerobics has again been very successful for the 2016/2017 year at our local community pool "Belfast Aquatics."

Attendance has been remarkably consistent with an average in the winter of 12 - 20 participants and increased numbers when the weather is more pleasant. When our travelers return from their trips north and overseas, we can have up to 30 participants plus more!

The group has about 55 fairly regular participants with the occasional visitor or 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 & it's especially gentle on any injury or ailment. Come along & 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 & engaged in with fervour!

A highlight continues to be our weekly social gatherings @ 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

forged because of Water Aerobics is wonderful to witness. You will find us very inclusive, friendly & welcoming - in fact; it is an excellent way to meet people.

Martina Murrihy - Instructor

TEXTILE ART

The group had a busy year with many new people joining, and now have about twenty people and an average of ten participants attending each fortnight.

This year, a Major theme used for inspiration was 'Wetlands' alongside monthly mini themes which included 'Sunflowers', 'shadows', 'stuff'(reusing of scrap fabric), 'Soft', and 'Seaweed'. Many of these pieces will be displayed at the Lions Club Art Exhibition at the end of the year.

We also had a Print Making Workshop which delivered by two of our members Barbara Goldstraw and Leyla Johnson. Peter Grenfell gave a demonstration of an airbrushing technique.

Our group continues to create wonderful work exploring the use of many and varied types of medium. We love to share ideas and develop new techniques. Many of the girls like to attend Workshops at Grampians Texture and through TAFTA (The Australian Forum for Textile Arts) at various times during the year.

Doris Madden - Trainer

PORT FAIRY COMMUNITY GARDEN

It has been a very productive year in the Community garden and a pleasure to share the space with other groups and the general community. We have successfully shared and enhanced our gardening knowledge and produce while having a lot of fun. Experimentation with propagation and self-seeding beds has been successful. Our new composting bins are working very efficiently and ensuring that we remain organic.

It has been great to welcome new Community House members to the garden group, and the sale of plants has made us self-sufficient purchasing some new garden tools, fruit trees and perennials to enhance the garden. The paved path and the new seating area has made the garden accessible and safe for everyone. We are in the process of procuring a new bluestone bench which will include signage for the garden to advertise and attract interest. The Port Fairy Community Garden is providing an excellent demonstration of sustainability practices to our local community.

Agnimurti – Group Leader

TAI CHI

We have had another successful year of meeting every Wednesday morning at St John's Anglican Church Hall.

Some members have been regulars for more than ten years, others, come and go and several members are



beginners. The flexibility of the group seems to work, as we have between 11 and 20 attendees throughout the year. Even when we break for Christmas, several of us meet on the beach each Wednesday. The group has also participated in the Health Day during Moyneyana festival, and demonstrated Tai chi at the Anglican Church fete.

We are grateful to the Port Fairy Community House who auspice the group. Tai Chi is known to be important in maintaining a healthy body mind and spirit. We all feel the benefits of improving our joint mobility and balance, and for the hour, enjoy putting the busyness of life to one side while we try to improve our Tai Chi. People often comment how they always leave the session feeling relaxed.

Thanks to Jackie Favelle who steps into the lead the group in my absences, and to the whole group who make Wednesday mornings very special. Many friendships have been forged through this group and the "cuppa" which follows at the Hub.

Netta Hill – Group Leader

PORT FAIRY COMMUNITY HOUSE GARDEN GROUP

This year has been an interesting and successful year for the Port Fairy Garden Group. Membership has increased, and many newcomers to the area as well as our loyal members have enjoyed the friendship and the many diverse gardens and enterprises that have been visited. The calendar entails a fortnightly meeting; with visits to many local gardens in Port Fairy and surroundings, including Tower Hill, Nullawarre, Narrawong, Warrnambool and Allansford.

This years' program also had a local florist as guest speaker, Gen Baulch, and visits to a sustainable garden, the Koroit Rail Trail, and to local enterprises such as the Mortlake Plants and Glenafton Goat Farm.

The group takes a break during winter between July and August and as usual, have not met during school holidays. This has been acceptable to members, and the timetable is otherwise full and most enjoyable. Attendance numbers at many gardens have been exceptional.

We are incredibly grateful for the hospitality and generosity of all participants who open their gardens or have shared their particular area of expertise, and our group has gained much from the visits and the knowledge of fellow gardeners and those with a passion for something out of the ordinary. It is indeed encouraging to know that care of the environment in the many and varied ways that our community thinks about our natural and man-made spaces continues for many to appreciate and value.

Already we are planning for another exciting year of beautiful gardens and events to enjoy in 2018.

Jane Ryan – President & Program Coordinator

HEART FOUNDATION WALKING GROUP

Currently, 39 walkers are registered with the group, and on any given Friday an average of 20 will walk. These are people of all ages, abilities and levels of fitness. Their ambitions are generally to improve health and to meet other people.



This enthusiastic group meets once a week, each Friday morning at 9-30, currently gathering at Sterling Coffee shop in Bank Street.

While we are auspiced by Port Fairy Community House, we operate under the umbrella of The Australian Heart Foundation, and we are about to complete four years of continuing H.F. operation.

Both organisations offer great support and encouragement in various ways, which is invaluable to the members of the walking group.

Our weekly walk, or ramble, usually takes about an hour to complete and in that time we cover a distance of about 5 kilometres. The walks are chosen from at least six different routes, with varying terrain and scenery, all of these have a shorter element. All walks allow for time to appreciate the views and to have a chat. None are hilly.

We try and cater for "long walkers" and "short walkers" without prejudice, we avoid the terms fast and slow, as both are subjective.

Our walking formation usually has nominated lead long and short walkers, who keep an eye on their charges. To ensure that the group stays together we enjoy several catchups stops during the hour long/5 kilometres session.

Many of our members wear the distinctive Heart Foundation red tops which makes them identifiable around the treks and when we get together for coffee afterwards. Maybe you would like to say 'hello'?

We will be delighted to meet you should you like to come along and sample what is on offer, keep healthy and be sociable.

Apart from the Port Fairy community House membership fee, there are no charges involved.

Morgan McAlinden
Organiser - Port Fairy Heart Foundation Walkers



BEACHCOMBING WALKS GROUP

The Port Fairy Beachcombers is a small group who meet each Thursday morning at Port Fairy South Beach (regardless of weather conditions!) to discover the delights and mysteries that have washed up from the nearby reefs and the Southern Ocean.

They aim to look closely at plants and animals washed on to the beach and then, as far as we can, work out what are we looking at and what art they play into the ecology of the ocean. That is not always easy, but it is exciting and fun. The group is not made up by professional marine biologists - just people who love finding stuff and trying to work out what it is and how it fits in. They take photos and do not collect any findings.

A highlight this year was the groups' self-published booklet "A year on South Beach - 2016". Its members developed all photographs, artwork and content with the support of the Community House. The booklet presents a small sample of the wondrous things found on South Beach.

John Miller - Group leader

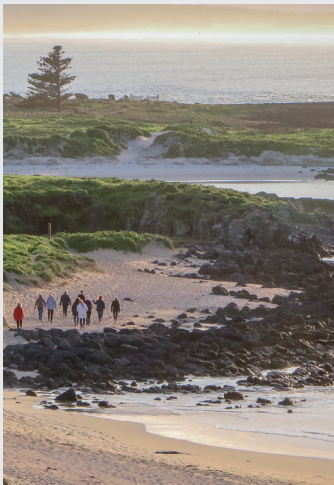
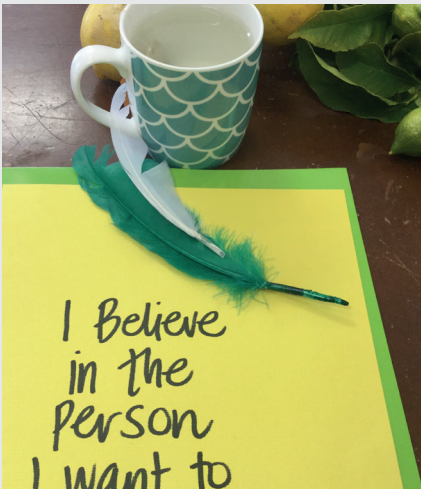
PUDDLE JUMPERS

In our second year of Puddle Jumpers, our focus was to continue to offer an outdoor nature-based wellbeing program for children.

We ran our sessions on a Friday morning for 2.5 hours, based on an 8-week activities program. We had 22 families as a part of the program throughout the year. We use the outdoor classroom and community garden during the term. Each week we take the children on nature walks, read stories, play music and dance together in our activities. Our focus is to create children who have a connection to the natural environment and a strong sense of self and wellbeing. Each term our children explore one local habitat area; beach, bushland, wetlands and coastal islands.

We have had another wonderful year. This program would not have been possible without the support of the Community House. We feel that our program has connected with the community of Port Fairy and we have encouraged some families to use the wonderful facilities of Community House. We have attracted a number of families from our surrounding areas including; Yambuk, Warrnambool and Koroit.

Daneel Robinson and Tracey Gray



Program Profile

GOVERNANCE

An estimate of
**500
HOURS**
towards strategic
governance.

A record

20%

higher than the
weekly average across
the Neighbourhood
House sector



Participation



A total **1090 STALLS** have taken part in our **29 Community Markets**



Vital Community Infrastructure

Our Locals make use of our facilities for an average of **50 HOURS** a week

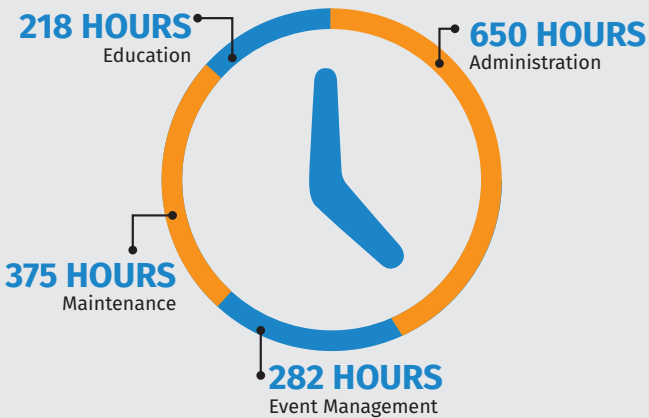
Leveraging

For **EVERY DOLLAR** invested through the Neighbourhood House Coordination Program funding, PFCH leveraged a further



Volunteering

More than **1500** volunteering hours were donated to our operations:



Average of **127 Hours** of volunteering per month with an estimated total economic value of

\$38,125 AUD

Collaborations & Support

The Port Fairy Community House has collaborated and worked in partnership with more than **50 DIFFERENT** organisations, business and community groups.



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 Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Statement of comprehensive income

	Note	2017	2016
		\$	\$
INCOME			
Revenue	13	229,394	234,370
		229,394	234,370
EXPENDITURE			
Depreciation	13	2,024	947
Employee benefits expenses	13	166,402	171,794
Other expenses	13	64,453	84,602
		232,879	257,343
Results for the year		(3,485)	(22,973)
Other Comprehensive income		-	-
Total Comprehensive income for the year		(3,485)	(22,973)

Balance sheet

	Note	2017	2016
		\$	\$
CURRENT ASSETS			
Cash and Cash Equivalents	2	103,524	106,048
Trade and other receivables	3	6,495	6,286
Shares		500	500
TOTAL CURRENT ASSETS		110,519	112,834
NON - CURRENT ASSETS			
Property, plant and equipment	4	7,244	15,789
TOTAL NON - CURRENT ASSETS		7,244	15,789
TOTAL ASSETS		117,763	128,623

The accompanying notes form part of the financial statement

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

	Note	2017	2016
		\$	\$
CURRENT LIABILITIES			
Trade and other payables	5	17,033	24,021
Short term employee provisions	6	7,811	14,031
TOTAL CURRENT LIABILITIES		24,844	38,052
NON - CURRENT LIABILITIES			
Long term employee provisions	6	7,912	2,079
TOTAL NON - CURRENT LIABILITIES		7,912	2,079
TOTAL LIABILITIES		32,756	40,131
NET ASSETS		85,007	88,492
MEMBER FUNDS			
Retained surplus		85,007	88,492
TOTAL MEMBER FUNDS		85,007	88,492

Statement of changes in equity

	Note	Retained Earnings	Total
		\$	\$
2015			
BALANCE AT 30 JUNE 2015		111,465	111,465
Comprehensive Result		29,028	29,028
2016			
BALANCE AT 30 JUNE 2016		88,492	88,492
Comprehensive Result		(22,973)	(22,973)
2017			
BALANCE AT 30 JUNE 2017		85,007	85,007
Comprehensive Result		(3,485)	(3,485)

The accompanying notes form part of the financial statement

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Statement of cashflows

	Note	2017	2016
		\$	\$
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from operating activities		233,772	234,852
Interest received		225	570
Payments to suppliers and employees		(234,837)	(242,373)
Net cash provided by (used in) operating activities	12	(840)	(6,951)
CASH FLOW FROM INVESTING ACTIVITIES			
Payment for property, plant and equipment		(1,684)	(15,290)
Net cash (used in) investing activities		(1,684)	(15,290)
Net increase/(decrease) in cash held		(2,524)	(22,241)
Cash at the beginning of the year		106,048	128,289
Cash at the end of the year	2	103,524	106,048

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

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.

(e) 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.

(f) 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.

(g) 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.

(h) 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.

(i) 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.

(j) 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.

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

	2017	2016
	\$	\$
Note 2. Cash and cash equivalents		
Cash At Bank	56,958	89,691
Bendigo Term Deposit 1	16,566	16,357
Bendigo Term Deposit 2	30,000	-
	103,524	106,048
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	103,524	106,048
Note 3. Receivables		
Trade receivables	6,657	11,259
Provision for impairment	(162)	(4,973)
	6,495	6,286
Note 4. Property, plant and equipment		
Property, plant and equipment at cost	15,039	17,028
less accumulated depreciation	(7,795)	(1,239)
	7,244	15,789
Note 5. Trade and other payables		
Trade creditors	1,716	7,012
Garden group	180	270
Other accruals	4,958	7,558
Superannuation payable	2,906	2,977
Tax payable	2,929	1,620
PAYG payable	4,344	4,584
	17,033	24,021

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

	2017	2016
	\$	\$
Note 6. Employee provisions		
Current		
Provision for annual leave	4,149	7,556
Provision for long service leave	3,662	6,475
	7,811	14,031
Non-Current		
Provision for long service leave	7,912	2,079
	15,723	16,110

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 2017.

Note 8. Contingent liabilities

The Association is not aware of any contingent liabilities as at 30 June 2017, nor have any liens, guarantees or security been provided by the Association to third parties.

	2017	2016
	\$	\$
Note 9. Capital & leasing commitments		
Finance lease commitments - photocopier lease		
Payable -minimum lease and capital payments:		
not later than 12 months	-	1,429
between 12 months and five years	-	2,620
	-	4,049
Capital commitment - CIAF 7 project		
Payable -minimum lease and capital payments:		
not later than 12 months	-	11,049
between 12 months and five years	-	-
	-	11,049

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

Note 10. Related party transactions

The Association did not enter into any contracts with any member of the Board.

	2017	2016
	\$	\$
Note 11. Government funding		
DEECS -Early Years Service	15,449	25,149
ACFE (Board)	24,051	22,437
DHHS	57,206	54,497
OCC ACFE Funding (Repaid)	-	(2,200)
	96,706	99,883
Note 12. Cash flow information		
Operations with surplus from ordinary activities		
Net result for year	(3,485)	(22,973)
Non-cash flows in profit from ordinary activities:		
Depreciation	2,024	947
Loss on disposal of plant and equipment	8,206	-
Reversal of provision for doubtful debts	(4,811)	-
Changes in assets & liabilities		
Increase/(decrease) in receivables	4,602	1,053
Increase/(decrease) in payables	(6,989)	9,950
Increase/(decrease) in employee provisions	(387)	4,072
	(840)	(6,951)

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

	2017	2016
	\$	\$
Note 13. Detailed Income Statement for the year ended 30 June 2017		
Income		
Adult education fees	20,416	18,886
Child care fees	43,497	58,729
Donations	3,672	1,443
Government funding	96,706	99,883
Grants	7,283	9,064
House hire	3,345	636
Interest received	225	570
Market stall rents	48,228	41,828
Membership	2,410	2,662
Sundry income	3,612	669
Total income	229,394	234,370
Other Expenses		
Advertising	2,205	1,651
Accounting & consultancy fees	15,384	20,801
Bad debts	188	391
Catering	5,230	3,769
Childcare materials	768	1,122
Contract labour	8,362	13,966
Cleaning	816	777
Electricity	1,620	2,366
Loss on disposal of property, plant & equipment	8,206	-
Gardening	965	1,010
Gifts	356	677
Groceries	1,215	776
Insurance	686	645
Internet	350	1,465
Office equipment	-	2,349

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Notes to the financial statements

	2017	2016
	\$	\$
Note 13. Detailed Income Statement for the year ended 30 June 2017 cont.		
Office expenses	6,626	6,648
Provision impairment	(4,811)	4,973
Repairs & maintenance	1,739	2,756
Security	443	416
Subscriptions & levies	788	1,115
Sundry expenses	6,983	10,790
Telephone	4,459	4,529
Workcover	1,875	1,610
Total other expense	64,453	84,602
Employee Benefits Expense		
Wages	148,252	152,619
Superannuation	13,754	13,505
Leave provision movement	4,396	5,670
Total Employee Benefits Expense	166,402	171,794
Depreciation Expense		
Depreciation - Property, plant & equipment	2,024	947
Total Depreciation Expense	2,024	947
TOTAL EXPENSES	232,879	257,343
Current year surplus/(loss)	(3,485)	(22,973)

Financial Report 2016-2017

For the year ended 30 June 2017

ABN 84 487 973 686

Statement by members of the committee

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 2017 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:



Committee Member

Dated in Port Fairy on: 27th September 2017



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 2017, 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 2017, 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, 27th September 2017

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Thank you to our major funders, supporters and sponsors.



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