

Gymea Community Aid and Information Service Inc 41st Annual Report

2014 - 2015



**GYMEA COMMUNITY AID
AND INFORMATION SERVICE**

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Mission and Vision Statements



VISION

To be a dynamic community force in bringing self-reliance, dignity and wellbeing to people's lives.

MISSION

At Gymea Community Aid and Information Service, we are uniquely positioned to build the aspirations of individuals and families to achieve inclusiveness, independence and participation in the community while recognising diversity and desire for well-being.

Our long standing presence in Sutherland Shire draws on both staff and volunteers to provide information and associated support services to the general community, our ageing members and people from culturally diverse backgrounds.

Through social groups, planned programs and activities, we strengthen and promote individual's self-determination, enriching the broader community

Strategic Themes

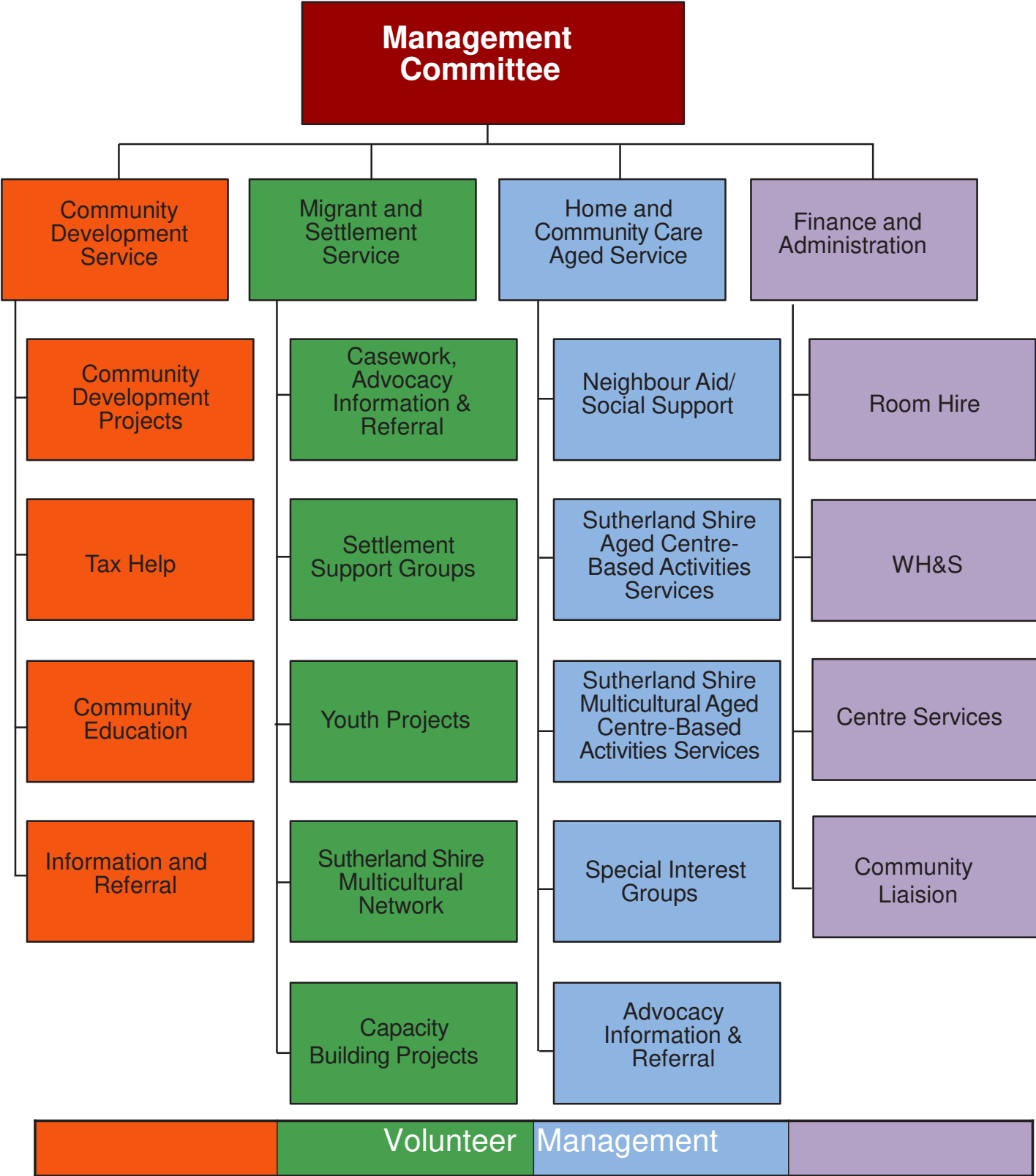
People and Culture: Provide leadership and direction to all staff and volunteers, maximising and leveraging the skills and capabilities of the organisation to provide value services and programs to our community.

Funding and Growth: Developing business programs across all GCAIS services to investigate new opportunities for sponsorships, funding, grants and donations. Identifying potential partnerships to grow our services.

Research and Analysis: Identifying and engaging formal and informal research partners in order to align to the immediate and future needs of our community.

Programs: Review and realign programs and services to the GCAIS Vision and Mission and produce a relevant , well researched and structurally sound offering to our clients.

Infrastructure and Reporting: Consolidating and streamlining back office functions, reporting and IT resources to meet governance requirements and better manage relationships with our stakeholders



Volunteer Acknowledgment

GCAIS thrives because of the contributions by the following volunteers and staff. Thank you all.

Management Committee

David	Scott
Diane	Prince
Helen	Schuler
Helen	Rosner
Joanne	Cracknell
Ksenia	Melnikova
Russell	Barnes
Shirley	Wilson
Tracy	Creasy

Community Development

Christine	May
Jenny	Church
Norma	Pereira
Susan	Melbourne
Staff	
Rosanna	Commisso

Front Desk/ Administration

Bulbul	Beri
Christina	Clark
Faye	Wherry
Joy	Cook
Joy	Salvetti
Karen	Wheatley
Leanne	Haynes
Margaret	Francis
Maria	Thornton
Marie	Diven
Marie-Louise	Mitchell
Mark	Tatnell
Martha	Soro
Mien	Ng
Norma	Pereira
Pearleen	Goh (Ngai)
Sharon	Dove
Staff	
Vera	Au

Settlement Service

Aglaia	Heycox
Alicia	Dematteis
Allyson	Blake
Apajok	Biar
David	Hunt
Gillian	Minto
Graham	Scott
Heather	Clark
Helen	Rosner
Ingrid	Dolskaya
Irina	Annenkova
Joan	Pinto
Joanna	Gordon
Joyce	Caesar
Judy	Cameron
Judy	Lumb
Julia	Dropmann
Kanung	Giles
Kate	Brittain
Kerro	Lam
Lawrence	McCarthy
Luisa	Morton
Margaret	Reid
Nicole	Howard
Olena	Kronivets
Santiago	Pereyra
Usha	Patel
Wendy	Keswick
Yolanda	Pena
Staff	
Jenny	Grey
Kylie	Tomalaris
Gigi	Youssef

Students

Anna-Marie	Zamora
Carola	Cano
Elina	Doronkina
Laura	Mackay
Martha	Lozano
Michaela	Hurst
Neha	Beri
Niki	Beri
Stella	Stefanidis

Home and Community Care Service

Angela	Kiourtzis
Christine	May
Consuelo	Montalvo-Mateo
Danielle	Purcell
David	Hunt
Deanna	Fleming
Doorthea	Oehma
Elaine	Grimley
Gillian	Muslic
Jacqueline	Shore
James	Zhang
Jennifer	Henderson
Jessica	Notarangelo
Johanna	Massaar
Kumudini	Powar
Loga	Rengasamudram
Luz	Tan
Maureen	Clark
Patricia	Coupland
Paula	Douglas
Peter	Smith
Ronald	So
Rosemary	McKill
Sandra	Holczer
Susana	Saul-Gasco
Susanne	Masters
Terry	Cliff
Wai Ming	Chan
Warren	Kennaugh
Wee Lin	Han
Staff	
Angela	Roberto
Carol	Cosham
Goce	Bogdanoski
Janet	Brown
John	Au
Kerro	Lam
Kylie	George
Laura	Mackay
Mary	Antoniou
Rowena	Condon
Sonia	Markoff
Trinidad	Montalvo
Vera	Au

GYMEA COMMUNITY SERVICES

I am delighted to welcome you to the 41st Annual General Meeting (AGM) and Annual Report of GyMEA Community Aid & Information Service (GCAIS). I acknowledge the traditional custodians of this land, the Gweegal people of the Dharawal Nation, and pay my respects to their elders past and present. I extend this respect to all Indigenous Australians.

In addition to the formal requirements of the AGM such as presenting our financial statements and electing Committee members, the AGM is the time where we report back to our stakeholders on the achievements and learnings of the past financial year and share our vision for future success as an organisation.

2015 has been an extremely busy year for us as an organisation. We have worked through significant funding changes for two of our services. We have also rigorously reviewed merger options with other not-for-profit organisations for potential mutual benefits (for our clients, funding bodies, community, staff and volunteers) as a larger consolidated entity. I am proud to report that we ended this year stronger, and with a greater internal alignment and a clear plan for future growth, than at the start of the year. We weathered the funding changes and have secured our key funding sources for the next three financial years.

After a thorough merger assessment process that included a strategic review of our organisation, assembling the latest available industry data, seeking feedback from funding bodies, consulting with external experts and conducting a number of high level meetings with potential merger partners, we ultimately decided against the merger / take-over options we reviewed. While there were some definite advantages of joining our organisations, after careful consideration of the merger/ takeover information and conditions by our Management Committee, we reached the decision that it is not in the best interest of GCAIS and the community it serves to merge / or undergo a takeover at this time.

Remaining as a stand-alone entity meant however that we needed to review and refresh our strategic purpose, and our plan for surviving and thriving into the future. We have therefore undertaken a series of workshops with our Managers and the Committee, as well as external experts, to develop a new vision and mission for our organisation, and a strategic plan to underpin these. The vision and mission are printed in full at the start of the Annual Report.

GYMEA COMMUNITY SERVICES

To be able to fulfil our vision of being “a dynamic community force in bringing self-reliance, dignity and wellbeing to people’s lives” we will be working on five key strategic themes in 2016:

- People and culture
- Funding and growth
- Research and analysis of community needs
- Services refresh
- Infrastructure and reporting streamlining

We look forward to reporting back to you at the next AGM on how we have progressed on each of these themes.

I would like to extend my sincere thanks to:

- Our funding bodies and sponsors, without which we would be unable to operate;
- Our highly valued managers, staff and volunteers, whose passion and hard work ensure that our clients receive excellent services; and
- My fellow Management Committee members (past and present) for the energy and time they have invested, and for their commitment to assisting GCAIS in achieving the best possible outcomes.

This meeting brings to conclusion my year serving as President of the Management Committee. Serving as President for the past year, and as Committee Member for the past three years, has been an enriching and humbling experience. I am proud of the work that GCAIS does and to be a part of this organisation. Thank you so much for providing me with such an opportunity.

Helen Schuler

President, Management Committee

Centre Statistics

Services	Visitor	Phone Enquiry
Community Development	317	341
Aged (Home & Community Care)	331	893
Migrant Services (Settlement Service Program)	2155	879
Administration and community	954	624

Service Summary

The Settlement Grants Program (SGP) is funded by the Australian Government Department of Social Services. It provides support and settlement assistance to newly arrived migrants and refugees and humanitarian entrants who live in Sutherland Shire enabling them to become self-reliant community members who can participate equitably in Australian society.

The SGP also has a critical role to play in building the capacity of grass roots community organisations and community members through community development initiatives. It fosters community engagement in advocacy at forums and interagencies and various levels of government.

Individual casework and referral to clients provides them with knowledge and support to enable them to independently access a range of services, programs and opportunities during the settlement phase of five years.

A total of 120 clients were provided with 280 casework services and over 300 referrals were made on diverse issues such as; material assistance, housing, language, education, training and health. Clients came from many countries including Egypt, Columbia, China, Russia, Ukraine, Iraq and India.

Strong collaborative relationships have been developed across a broad range of service providers enabling timely access to services for clients.

Information sessions and workshops

are held to assist with information and access to mainstream services and to facilitate the settlement process. Seven information sessions were held, topics included Centrelink, Police Safety, Voting in Australia. With a focus on health and well being, forty three Living in Australia workshops were held.

Mainstream services provide information sessions and workshops to settlement support groups e.g., The Sutherland Hospital has been responsible for many health sessions on a variety of topics and TAFE Outreach Gympie has designed courses specifically to meet emerging needs such as event management, gardening, fitness, nutrition and hospitality.

Settlement Support Groups are a soft entry point through which new arrivals gain settlement support and address some of their identified settlement needs. They provide the vital link for new migrants to make cultural connections, develop social support networks, reduce their isolation. The groups assist with integration into broader groups and services. They have an important role to play in increasing social participation and assisting with feelings of inclusion and community participation as well as maintaining cultural identity during the settlement process. Groups include the Chinese Mothers Group, Spanish Speaking and Latin American Group, Settlement Conversation classes, Russian/English Language Group, and Thai Mothers Group.

Settlement Support Groups (cont)

Group leaders emerge and are provided with mentoring and training as volunteers of GCAIS. They facilitate the running of the group and are a vital component of the settlement support group model and advocate and raise awareness of the issues and needs of the group. Activities include; workshops, excursions, celebrations of cultural and personal events.

Given that there are small numbers from diverse communities settling in Sutherland Shire, it is important that opportunities are available for new arrivals to connect together, to develop social networks and to make cross cultural connections. This has occurred through Harmony Day, Diwali and Dragon Boat festival celebrations. Group members go on joint excursions and attend workshops and community events together.

Youth Settlement Services are an integral part of the SGP and include a homework tutoring program and school holiday activities for young people from migrant and refugee backgrounds. The Homework tutoring program, now based at the GyMEA Centre, has been sustained through generous funding by GyMEA Tradies and a committed team of volunteer tutors. It has expanded to provide one on one after school tutoring at the GyMEA Centre, tutoring students in Maths, English and preparation for NAPLAN and HSC exams. With the support of the St George and Sutherland Refugee Support Group, a Tutoring Support program at Menai High School continues to provide individual support to refugee students within the classroom. This program has now been established at Beverly Hills Intensive Language Centre after a successful pilot and volunteers are managed with the support of Advance Diversity Services.

Youth Settlement Services (cont)

We have continued to support young people to access sporting activities providing brokerage for swimming lessons and attendance at sports camps during school holidays. School holiday activities have included, bike riding, trampolining, general sports events and BBQs, which have increased knowledge and skills for young people, who have limited capacity to attend such programs. Opportunities are provided for meeting other young people and becoming connected into mainstream activities.

Parents have attended many of these events, providing some welcome relaxation time as well as increasing their knowledge of Australian customs and recreational facilities.

Current and ex-students from the Homework tutoring program have been mentored for volunteer and leadership roles within GCAIS and the wider community. They have been involved in a number of projects aimed at promoting social inclusion and advocating on refugee issues; e.g. "Everybody Comes from Somewhere" and the "Refugee Camp in My School" projects.

GCAIS has actively supported the work of the South Sudanese Voices of Salvation, a national youth organisation, focused on fund raising for South Sudan and advocating for needs of Sudanese young people. Governance and grant writing training, and mentoring support has built the capacity of these young people.

Highlights

Everybody Comes From Somewhere

Completion of this project has culminated in a DVD multimedia resource being developed which features 8 short films of young people from diverse cultural backgrounds who study and live in Sutherland Shire. They share their personal stories through talking about their culture, customs and ancestry. The resource has been distributed throughout schools and services providers. It is featured on the GCAIS & Sutherland Shire Council website. The resource aims to promote multiculturalism, dispel myths and celebrate cultural diversity in Sutherland Shire. It is a partnership project between GCAIS, Sutherland Shire Council and Inner South West Community Development Organisation (CDO), with funding from Multicultural NSW. The films were highlighted at the Harmony Day film screening at Cronulla Cinemas.

St George & Sutherland Refugee Support Group

A grass roots community network that provides practical support to refugees for a positive resettlement journey and promotes community awareness about refugees. The group runs independently with GCAIS, Advance Diversity Services and CDO support. During 2014/15 the group has kept members abreast of current refugee issues through regular mail outs, website and Facebook page. It has also hosted guest speakers, held a Family fun day and BBQ at Gunnamatta Park. It hosted the Refugee Camp in My Community event, and screened "The Good Lie" at Kogarah City Library during Refugee Week. The practical support group has been developing a safe driving and mentoring initiative for which it has received funding from NRMA to run the program in 2015/16.



Refugee Camp In My School

This collaboration between GCAIS and Menai High School continues to gain momentum and Engadine High School hosted the Camp in July 2014. During Refugee Week in June 2015 Menai High School again hosted the Camp. A leadership training day attended by over 60 students and teachers from local high school was held to train facilitators to lead the interactive refugee camp. The camp is led by a team of 20 student leaders who act as guides around the camp. Over 500 students attended both camps and the camp at Menai High school was featured on the Sunrise TV program. This has generated wide-spread interest in the project and a Training Day for interested schools and service providers will again be held in 2016. Partnerships have developed through this project and GCAIS project worker Kylie Tomalaris was contracted by Auburn City Council to further develop their Refugee Camp in My Neighbourhood Project. Wollongong City Council will also run the camp and have received assistance through loan of equipment, resources and training support.

Sutherland & St George Spanish Speaking & Latin American Network

Community members from Spanish speaking countries have formed the Spanish and Latin American Network which meets monthly to co-ordinate activities for the community. This year activities have included computer classes, yoga, knitting group, cultural exchange trip to a Hindu Temple and the Spanish Theatre Group. Collaborating with Hurstville City Council and SLASA (Spanish & Latin American Social Assistance), community members organised a Latin American Festival in Hurstville for Harmony Day 2015. Over 200 people attended a day of music, food and dancing with a raffle raising funds for the Network. The Spanish Theatre group made their debut performance on the day. Sustainable.



Emotional Health & Well Being Project for Coptic Community

As numbers of refugees from Egypt continue to rise, there has been a notable increase in clients accessing SGP casework services. Project worker Gigi Youssef worked with the region's Coptic organisations to deliver a health and well being program to over 200 people. Topics have included, healthy eating, fitness, stress management, diabetes and access to health services. It is anticipated that following on from this project, other settlement issues that have been identified will be addressed through capacity building projects.

Thai Women's Capacity Building project

A Health Enhancement Grant from Multicultural Health (SESLHD) has enabled GCAIS to work collaboratively with the Thai Welfare Association (TWA) to support and build the capacity of the Thai Mothers Group. This group were struggling to find a venue which could provide a supportive child friendly environment. Through this collaborative project GCAIS has been able to provide brokerage to TWA to employ a project worker to facilitate the development of the group. A community consultation with the group identified key areas of interest. A health & well-being program has been developed and has included so far: workshops on HIV/AIDS and breast screening. Partnering with TAFE, an employment pathway course will be run with the group. Group members have taken on leadership roles and ensure that the weekly group runs effectively.



Immigration Advice Service

A new service of GCAIS, is the free migration advice provided by registered Migration Agent Harold Acar. This is an appointment based service operating on Wednesday mornings. Between Feb-June 2015, 41 advice sessions have been provided covering topics such as citizenship, partner and protection visas. An important addition to the SGP.

Capacity Building , Mentoring and Employment

GCAIS provides support and development for a large team of volunteers from a variety of backgrounds, who add value to the project by increasing the scope and cost effectiveness of the SGP. A team of thirty volunteers work and provide support in many areas; English class, tutoring program, settlement group leaders, administrative and reception support, bus driving and child care. Volunteering provides opportunities for new migrants to develop and improve their language, leadership, organisational and administrative skills. They receive relevant training and gain valuable Australian workplace experience, all of which enhances their employment outcomes.

GCAIS is a member of the Employment Training & English Action Group which comprises local councils, job service providers, settlement services, TAFE and other community organisations. This group's purpose is to improve employment outcomes for migrants and refugees. It organised a Job Skills Day at St George TAFE in November 2014, with over 300 participants taking advantage of workshops, help desks and information stalls. It provided opportunities for job seekers to gain individualised advice on their particular issue and tailor their training and pathways to employment. The Action Group has been responsible with the support of Hurstville City Council to publish an English Class Directory for the region. It is now investigating ways to increase its scope amongst employer groups for employment and business development opportunities.

Menai Parents Café

An innovative project developed at Menai High school focusing on delivering English language technology classes in the school setting combined with information on the education system and Australian society.. Parents and community members attend the Café fortnightly. GCAIS has delivered settlement information sessions to the group, provided funding advice and supported the development of this program.

Chinese Life Stories

Mapping the cultural diversity and migration history of Sutherland Shire was the focus of the Chinese Life Stories Oral History Project. Oral historian Carol McKirdy collaborated with GCAIS to tell the stories of 8 people of Chinese Background, who are volunteers, community members and local business people from Sutherland Shire. The project was launched at the Chinese New Year celebration at The Sutherland Chinese Community Language school. Over 200 people enjoyed cultural performances, activities and food. The project culminated in June 2015 at the Dragon Boat Festival celebration with a screening of the digital "Chinese Life Stories of Sutherland Shire" It can be viewed on the GCAIS website and is part of the digital collection of Sutherland Shire Library.

<https://www.youtube.com/watch?v=cJlprE1ILCY>



Collaborative Approach and Advocacy

The Migrant & Settlement Service has strong working relationships across the region and has developed partnerships with many organisations and government agencies. This facilitates effective delivery of targeted services to meet emerging community needs of newly arrived migrants and humanitarian entrants. Networking and working collaboratively with a range of service providers is essential for developing sustainable projects and activities and considerably expands the scope and capacity of the SGP project.

GCAIS maintained its involvement in the regional Reference Group for the St George and Sutherland E news. SGSnews continues to provide weekly up to date information straight into the in box of over 1600 subscribers across the Sutherland and St George Region. Continuity of funding was achieved by a sponsorship campaign , and ongoing financial support by the four regional Councils, SGSnews is constantly expanding it's subscription base.

Reflecting changes in the sector, including technology information sharing and the growth in specialised interagencies the Sutherland Shire Multicultural Network moved to a bi monthly meeting . With a more focused approach to training and networking the two regional multicultural networks now meet together twice per year. The first such meeting was held at Loftus TAFE in November 2014, where approx. 40 workers came together to enjoy a lunch provided by TAFE students and learn about government training changes under Smart and Skilled.

The second joint meeting , the Working Together Forum, which was held at St George TAFE, brought together 65 representatives from service providers and government departments across the region to discuss working collaboratively and respectfully within the current competitive environment. Recent changes in funding models and the move to amalgamations has created a fragmented and closeted sector. Participants valued the opportunity to drill down key issues and it highlighted the need for future training around collaborative work practices and networking.

GCAIS attends key regional, metropolitan and State forums thus enabling local issues to be advocated for on a broader level as well as keeping abreast of current trends and policy changes Such forums include: the South East Sydney Local Health District (SESLHD) Multicultural Health Meeting, the SESLHD Refugee Health Coordination Group, St George & Sutherland Diversity Health Committee & Housing Interagency, The Aged and Disability Committee, Multicultural NSW, Settlement Services Consultation, and the Settlement Service Providers Forum.



Future Directions

Recent changes to Federal Government funding of community programs has resulted in significant changes to the funding of settlement services nationally. In Dec 2014 GCAIS received the news that they were unsuccessful in receiving settlement service funding and were scheduled to cease providing the service from Feb 28th 2015.

With strong support from volunteers, clients and community members, GCAIS launched a campaign to lobby for the retention of the settlement service. A very uncertain and stressful five months ensued, with the release of bridging funding until June 30th. With intense lobbying as well as support from our regional partner Advance Diversity Services Centre, GCAIS was accepted into the NSW Settlement Partnership (NSP) under Settlement Services International (SSI) and given a 3 year contract to deliver settlement services in Sutherland Shire.

The NSP heralds a new approach to the delivery of settlement services through a consortium collaborative based approach, and has given GCAIS the opportunity to plan strategically for settlement services for the next 3 years.

GCAIS therefore enters the 2015/16 year with a new level of optimism, capacity and enthusiasm to consolidate and expand settlement service delivery in Sutherland Shire and to continue to provide effective and innovative models of service provision to newly arrived migrants and humanitarian entrants.

Jenny Grey
Migrant Services Manager

Acknowledgements

The scope of the SGP program is testament to the many volunteers that provide their skills, time and commitment so enthusiastically. The strength of GCAIS is undoubtedly its volunteer base, together with a committed management committee and a highly skilled professional staff team.

Partnerships and ongoing support from clients, community members, colleagues and organisations across the region, has built a collaborative framework from which the SGP can continue to deliver a solution focused and strength based approach that is well connected into the community.

The continued support that has been provided by Sutherland Shire Council, Communities Unit, is of intrinsic value to the SGP service. It highlighting that multiculturalism is firmly on their agenda and continue to promote and acknowledge the cultural diversity of Sutherland Shire.

Finally a big thank you to the GCAIS team, staff, volunteers and management for their commitment, professionalism and everyday support and encouragement.



The Community Development Service is funded for 21-hours per week by Sutherland Shire Council to undertake research to identify community needs and implement initiatives or develop resources in collaboration with other local services. The past twelve months we have focused on increasing awareness, understanding and support for mental illness and well-being.

Consultation

We focused on partnering with other local services to highlight and address community needs, by actively participating in the following local Interagencies and Networks:

- Sutherland Child & Family Interagency,
- St George & Sutherland Shire Mental Health Interagency, including being a member of the Steering Committee,
- Sutherland Youth Interagency,
- Community Developers Organisation Regional Managers Forum,
- Generalist Sutherland Shire Interagency

Acknowledgements

I would like to give a heartfelt thank you to the wonderful volunteers that I have worked with throughout the past 12 months. Everything that has been achieved would not have been possible without their contribution. Finally thank you to the GCAIS team, staff and management for their support.

Rosanna Commisso
Community Development Manager

Collaborative Community Projects 2014/2015

‘Thriving as a Single Mother’ Structured Program: Jan – Dec 2014

In 2013, we received Sutherland Council funds to establish a program to support single mothers living in the Sutherland Shire who were struggling to cope with life and at risk of mental illness. The program began in March 2014 and consisted of 18 structured workshops presented by expert guest speakers from local and Government support services, and also facilitated support group sessions giving participants the opportunity to reflect, discuss and support each other. Sessions were held at Interrelate Caringbah, enabling participants to become familiar with Interrelate services and staff during the program. The program concluded December 2015. Feedback from group members was very positive, with up to 75% of program participants entering the workforce and/or taking up part-time study.

Children with Mental Health Concerns or with a Parent with Mental Illness Workshop: July 2014

The workshop was a collaborative initiative driven by the St George & Sutherland Shire Mental Health Interagency, of which our Community Development Manager is on the Steering Committee. The aim of the workshop was to support local service providers and schools to understand the impact of mental illness on primary school aged children, and how to adapt their services to meet their needs. The workshop was highly successful with 88 attendees, including school principals teachers, police, chaplains and service providers.

Collaborative Community Projects (cont)

'Be YOUinque' Sutherland Shire Healthy Minds Seminar & Expo: Oct 2014

The Expo is an annual event to celebrate World Mental Health Month, raise awareness, educate and reduce stigma associated with mental illness within the Shire. It was held at Sutherland Entertainment Centre. It was a collaborative project between the local community services who are members of the St George & Sutherland Shire Mental Health Interagency. The event included 7 guest speakers, 20 stall holders and presentations by local high schools (see *Heads Up Program*).

High Schools 'Heads Up Schools Follow-up Project': Jul - Oct 2014

One of the objectives of the 'Heads Up' forum which was held in May 2014, was to ensure that each participating high school left the forum with a specific idea on how they could increase awareness of mental health issues within their school community. The Community Development Manager liaised and supported a number of local high schools in clarifying and implementing their mental health project ideas. This initiative allowed for closer collaboration and liaison between schools and community services. Students from the participating schools presented their Mental Health Projects to the community during the World Mental Health Month Expo held at Sutherland Entertainment Centre.

'It's OK to Talk About Suicide' Community Suicide Prevention Awareness Walk: Sept 2014

The walk, which was initiated in 2012 by the Community Development Manager, was held during World Suicide Awareness Week, in Cronulla in collaboration with Southern Community Welfare. The event supported LifeLine's 'Out of the Shadows into the Light' initiative. The objective of the event was to raise awareness around suicide prevention and local support services that exist. The number of walk participants has continued to double each year since its inception, with appropriately 100 community members participating last year. The positive feedback received has meant that this is now an annual event.



Collaborative Community Projects (cont)

'Supporting Children Experiencing Anxiety' Workshop: Sept 2014

In 2014, the Community Development Manager was successful in receiving ClubGrants funding to run a workshop addressing childhood anxiety. This was a collaborative project with Southern Community Welfare with the workshop being held at Sutherland Primary School. The objective of the workshop was to educate parents, children's carers and teachers on how to identify and manage anxiety symptoms in children aged 4-8 years old. Feedback to the workshop was phenomenal with almost 150 individuals registering to attend. The goal is to make this an annual event, focusing on a relevant topic each year.



'Life & Wellness Beyond Cancer' Life Coaching Program: Apr 2015

The objective of the 4-week program was to provide a safe and nurturing space for women who had been touched by cancer to learn new skills, make new friends and transform their relationship with the illness by empowering them to recognise their inner resources and strengths.

'Thriving As a Single Mother' Informal Fortnightly Groups: Mar - Jun 2015

Due to participant feedback, the 2014 program continued into 2015 as an open fortnightly group. Group sessions were held at The Hub in Caringbah with each session focusing on different subject matters. The objective of the group sessions were to educate, up-skill and support participants.

Solo Mums Group Fitness Classes: Apr - Dec 2015

This initiative came out of the 'Thriving As A Single Mother' program which highlighted the need for social connection amongst single mothers in the area. The weekly exercise classes gave participants the opportunity to improve their physical well-being and building social connections. Childcare was provided.

Building Resilience Program: Apr - Jun 2015

The objective of the 3-month program was to increase the physical, emotional and mental well-being of program participants by focusing on what resilience is, why it is important, and the best ways to improve it. Fortnightly sessions were offered, including a mixture of group discussion and formal presentation and skills building.

Collaborative Community Projects (cont)

Best Start for Baby: FREE Support Program for Pregnant Women & New Mums: Feb - Jul 2015

Through skills development, structured educational workshops, peer connection, support, advocacy, information and links to relevant local services, the program aimed to enhance the mental and physical health and well-being of vulnerable women living in Sutherland Shire during the perinatal period (conception until 12-months post-pregnancy).

CALD Mental Health Workshop – May 2015

The workshop was a collaborative initiative instigated by South Eastern Sydney Medicare Local. The objective of the workshop was to increase awareness of CALD mental health issues and provide strategies on how to best work with this group. Workshop attendees included community workers, teachers and police from both Sutherland Shire and St George region.

'Heads Up' - Local High School Mental Health Forum Project - May 2015

Following the success of the initial 2013 forum, funding was sought by SBEN to hold the event again in 2015. The objective of the event was to raise awareness, educate and support high school students and teachers in relation to mental illness. To ensure that the message of de-stigmatising mental illness continued, students were required to develop a plan of action for initiating a mental health project in their school.

'Love Bites' High School Program: Feb - Dec 2015

Love Bites is a school-based Domestic & Family Violence and Sexual Assault prevention program run for Year 10 students in local high schools, initiated and managed by Sutherland Shire Family. The 2-day programs are presented by trained facilitator staff from a number of local community services, including GCAIS.

Centre Activities and Initiatives

Our Community Development Manager continues to grow and support the following Centre activities:

Diabetes Needle Collection Service

Our Centre continued to be a collection point for used Diabetic Needles, with demand for collection increasing dramatically over the past 12 month period.

GCAIS Website

This is updated and monitored by the Community Development Manager.

Resources

'Sutherland Shire Mental Health Initiatives' Webpage

The Community Development Manager established the 'Sutherland Shire Mental Health Initiatives' webpage on the GCAIS website, with the objective of creating a one-stop-shop for everything related to mental health in the Shire. The page lists mental health programs, events, resources and services and is available at <http://gymeacommunityaid.org.au/latest-mental-health-news/>

The Commonwealth HACC Program provides funding for HACC Services at GCAIS, which supports older people and their carers, who live in the community and whose capacity for independent living is at risk, or who are at risk of premature or inappropriate admission to long term residential care.

While this remains the case, nationally there have been, and will continue to be several major changes to what we have known HACC Services to be over the last 30 years. There were significant staff changes, uncertainty regarding being re-funded, the major transition from the Commonwealth HACC Program to the Commonwealth Home Support Programme (CHSP) as of 1st July 2015, DSS Quality Review, implementation of new gateway for clients, new reporting systems and merger possibilities. Through this all, HACC service delivery continued with minimal client impact.

Neighbour Aid/Social Support

Our aim is to maximise an individual's ability to continue to live independently at home and assist in meeting the person's need for social contact. Loss of social contact occurs for many reasons, but is a key factor in a person's overall well-being. Working with the client, social support may be provided in their home, or in small, client-focussed Social Support groups. Our social support activities include:

Home Visiting:

A Volunteer Home Visitor can provide social contact for a client who is house-bound and socially isolated.

Assisted Shopping:

Either with the client or for the client, depending on the client's need and ability; supported by Volunteers.

Also available to clients who require assisted shopping but would also like the additional small group contact, we offer a monthly Social Support Shopping bus.

Social Support Groups

Chinese High Needs Social Support Activity Group

These participants enjoy a range of culturally appropriate activities and outings and benefit from the additional support this group can offer. Given that the clients have more complex needs, this group is well supported by staff and additional volunteer assistance.



Shopping at Bankstown Square

Social Support Groups (cont)

VIP - Vision Impairment Group

Provides appropriate and enjoyable activities and social support for people with a vision impairment on a monthly basis. A range of ages and vision impairments have been no barrier to the participants enjoying activities such as art therapy, craft, guest speakers on topics such as senior safety, chair yoga and gentle exercises.

Knitting Group

HACC clients meet fortnightly and knit, sew and create blankets that are part of the "Wrap With Love" project. Last year 135 wonderfully coloured created rugs were sent to those living locally and overseas to provide warmth to those in need; all achieved over a cuppa! Thank you also to those unknown knitters in the community who donated knitted squares. It seems like every week a bag appears with perfectly knitted squares!

Chronic Fatigue Support Group

A peer-led group that meets on a monthly basis, with support from Gympie HACC Services. It is the only facilitated chronic fatigue support group in the Sutherland Shire.

Senior Men's Discussion Group

A monthly group which provides a social environment specifically for senior men. The activity program has been developed with their input so that it addresses their interests and need for social contact. Highlights have included: whale watching, guest speakers on other HACC Services and health related issues, DIY session at Bunnings, ANZAC Day discussions. Some of the clients have shared their own stories as guest speaker of the day.

Service Highlights

HACC Services Quality Review

The Australian Aged Care Quality Team visited HACC in May 2015 to assess the quality of care of services we provide to clients. The review included:

- systems and processes
- interviewing management, staff and volunteers
- interviewing clients about the quality of care and services GCAIS provides to them.

I am very pleased that the outcome was a report showing that GCAIS HACC met all 18 Home Care Standards. There is no place for complacency as there were some additional recommendations which will be rolled out alongside the continuous evaluation and improvement process, to comply with regulations and deliver the best outcome for clients.

Volunteer Award

In early 2015, we nominated a HACC volunteer for the 2015 NSW Seniors Local Achievement Award. Deanna Fleming was nominated for the outstanding volunteer assistance she has provided to a client with a disability and family interstate, over the last 17 years. Deanna has assisted with the practical tasks of assisted shopping and companionship and has also monitored and reported on the client's physical and psychological well being to HACC Staff for further follow up. Like all our volunteers, she is the "eyes and ears" into clients that staff may not always be able to access. Barry Collier, MP for Miranda, presented the award to Deanna at a morning tea, and we are so proud of her for representing GCAIS and our local community. We wished we could nominate all our volunteers as they are all so fantastic and unique.

Additional Social Support Activities

Additional programs and information sessions have been made available to enhance our client's wellness, ability to remain connected and make informed choices.

Some practical fitness programs included:

- Chair Yoga
- Zumba Gold for Seniors

Although some clients are hesitant about "exercise" classes, these professionally facilitated programs have been popular and successful at offering functional/practical activity.



Chair Yoga

MyGov and Opal card information sessions

Programs to inform our clients about the new changes to online Centrelink activities and seniors tickets for public transport; and what they need to do in the future compared to now. Form filling assistance was available on the day

Computer Tutoring

The response we have had for the 5 week Computer Tutoring for Seniors programme was overwhelming, demonstrating interest to start engaging with technology. The 5 week programme is one on one, and tailored to each client's level, on the systems they may already be able to access. Clients are made aware of scams, internet safety and legal downloading.

Vera Au was instrumental in organising all these programs.

"Together Program"

The "Together Program" provides opportunities for existing and new carer support groups (for carers of people with disability in New South Wales) to be linked in with each other and an organisation to receive some assistance. The program is funded by ADHC and is a program run by NSW Carers.

Gymea HACC applied the funding through Sutherland Shire Carer Support Service. The first group meeting was a consultation day incorporated with "bring the ironing" theme. 8 carers attended who came from diverse background and provide different level of care. We hope to achieve outcomes of exploring new directions of service delivery and increase client base.



Ceramic creation day

Social Support Program Staff

Angela Roberto, Laura Mackay, Kerro Lam, Vera Au, Janet Brown, John Au, Rowena Condon

Social Support Programme Volunteers

Deanna Fleming, Pat Coupland, Susanne Masters, Sandra Holczer, Terry Cliff, Lynne Manhire, Maureen Clark, Mei Ling Wong, Yao Chen, Ronald So, Jessica Notarangelo, Leanne Haynes, Norma Periera, Danielle Purcell, Wai Ming Chen, David Hunt, Peter Smith, Elaine Grimley

Aged Centre Based (Daycare) Activity Services

Sutherland Shire Aged Centre Based Activity Group

English speaking clients can participate in planned daycare activity programs to address social isolation and desire for community involvement. We offer weekly or fortnightly Activity Programs at Miranda Community Centre, which include transport and meals. The Activity Programs are a combination of client feedback, goals identified in the Client Care Plans and innovative ideas of our Group Leaders; incorporating the HACC principle of wellness and enablement.

Some of the activities which were popular with the groups included: craft, art therapy, gentle exercises, guest speakers on health and well-being, and celebrating cultural events. In particular the outings such as BBQ's and a visit to an antique centre were enjoyed by clients who are no longer as mobile or have the access they once had.

Sutherland Shire Aged Centre Based Group Leaders:

Sonia Markoff (resigned Oct 2014)
Laura Mackay (resigned June 2015)
Rowena Condon (commenced June 2015)
Kerro Lam

Assistant Group Leader:

Carol Cosham (resigned July 2014)

Volunteers

Rosemary McKill, Jacky Shore, Gillian Muslic, Jennifer Henderson, Johanna Massaar, Joy Cook and Pat Coupland.
Susana Saul-Gasco as Assistant Transport Attendant.

Volunteer Drivers

Peter Smith and David Hunt

Sutherland Shire Multicultural Aged Centre Based Activity Groups

The CALD Community is not exempt from the effects of social isolation and desire for social inclusion. We have 5 groups that address and meet the specific cultural and linguistic needs of CALD clients. These groups cater for Italian Speaking, Greek, Chinese and Indian Sub-continent, facilitated by bilingual Staff and Volunteers. We also have a Multicultural group which all are welcome to join and not limited to those only born overseas.

Currently in this group are clients from Egypt, Italy, Macedonia, Greece and Australia. Our programs are tailored to meet the cultural needs of each group, with consideration for events they celebrate within their own calendar. Events celebrated included Diwali, Moon Festival, Christian and Orthodox celebrations. Transcending backgrounds, all groups are active in gentle exercise, craft, and again, outings are always popular. Based on client feedback, the commonality is that people enjoy the group environment for the company and friendships and inclusiveness in which they would otherwise not be able to share.

Multicultural Social Activities Groups

Bus Driver/Care Attendant: Goce Bogdanoski

Chinese Group Leader: Kerro Lam

Volunteers: Lin Han, Annette Ng

Transport Attendant/Group Assistant: John Au

Greek Group Leader: Mary Antoniou

Volunteers: Angela Kiourtzis, Dorothea Oehma

Italian Group Leader: Trinidad Montalvo

Volunteers: Paula Douglas, Susana Saul- Gasco, Consuelo Montalvo-Mateo

Multicultural Group Leader: Trinidad Montalvo

Volunteers: Luz Tan, Susana Saul- Gasco

Aged Centre Based (Daycare) Activity Services (cont)

Indian Sub-Continent Activity Group

This group has clients from countries such as India, Fiji, South Africa, Nepal, Kenya, Uganda but all share the ethnicity of Indian.

Their activities have a strong component of shared food, music, song and dance from their various cultural backgrounds. The group has also participated in Senior Zumba and gentle exercise classes, created family trees, are active in walking and have had various guest speakers. One client said "...Good friends are made and we exchange ideas and all are very friendly."

Volunteer Facilitators:

Loga Rengasamudram and Kumudini Powar

Bus Driver/Care Attendant:

Goce Bogdanoski



HACC Staff Changes 2014/2015

The financial year of 2014-2015 has seen many significant staff changes. Janet Brown, Manager of GCAIS HACC Services, resigned in May after 20 years of service. Her sudden departure created a loss of knowledge, leadership and experience. We thank Janet for her contribution to HACC Services. Angela Roberto is acting in the position of HACC Service Manager.

HACC Staff Changes 2014/2015 (cont)

Kylie George, Social Support Coordinator extended her Maternity Leave until 2016. Laura Mackay, a student placement, was successful in securing this Maternity relief from June 2015 until her resignation in June 2015. Laura has become a Regional Assessment Officer in the new world of the Commonwealth Home Support Program.

Rowena Condon, initially commenced with Gynea HACC Services to volunteer but was successful in securing the position of Social Support Coordinator (relief position) and Wednesday Group Leader, on Laura's resignation. Rowena brings her experience and enthusiasm in a very changing and challenging HACC Service.

Mary Antoniou, Greek Daycare Group Leader, sadly passed away in August 2015 while on 3 months leave. Mary had been with HACC since February 2006 and had made a significant contribution to the wellness of the Greek clients with whom she worked. She will be sadly missed by staff, clients, volunteers and GCAIS. Sonia Markoff, Daycare Group Leader, did not return to work after a significant fall and resigned in October 2014. Carol Cosham, resigned in July 2015 after 8 years as Daycare Group and Social Support Assistant.

It has been challenging and emotional time for all at HACC with so many changes. All of these staff made a positive difference to the lives of their clients and co-workers. We thank past staff and wish them good health. And a heartfelt thanks to current staff for their support of ongoing programs and myself, their availability to assist where needed, with little impact on our clients and service delivery. We look forward to working with our new staff and seeing their ideas and enthusiasm put into practice to best support our clients.

Volunteers

Whilst the HACC programs are facilitated and managed by professional staff, we do not stand alone without the critical support from Volunteers. HACC Services is very fortunate to have Volunteers who can assist in the many and varied capacities to best meet the need of the clients that we support and the general local community.

Their roles vary from Front Desk support, one-on-one support or in a group setting and can include assisted shopping, home visiting, dog walking, drivers, management committee members, bus attendants, computer tutoring, and assisting with a range of groups.

Volunteers are our first point of contact, our representatives of GCAIS, and are dealing with and supporting clients of CALD backgrounds, having mobility issues, dementia and memory loss, anxiety, vision impairment, to name a few of the complexities of HACC clients. One type of person alone cannot achieve all this; instead we have many skills and talents, including bilingual, amongst our Volunteers, who can work with practically every diverse Client need we are presented with. In addition to each Volunteer's uniqueness, each one brings dedication, motivation and passion to their volunteering roles, to the clients they support and to the staff they support.

The 2nd week in May is National Volunteer Week with this year's theme being "Give Happy Live Happy". A morning tea celebration was held for our Volunteers to acknowledge and celebrate their contribution. Clients from our groups also contributed kind messages of thanks to our Volunteers on their cards in recognition of the support they receive.

As well as providing the cornerstone of the HACC program, I would like to believe that the Volunteers also gain positive and rewarding experiences. For their ongoing support, dedication and commitment in the face of so much challenge and change in 2014/2015 – we are extremely grateful.

HACC will have even more challenges in 2015/2016 but with our Volunteers there is no doubt our service delivery and quality will continue to thrive. One of my favourite quotes that must have been written with Volunteers in mind is: "No one is more cherished in the world than someone who lightens the burden of another" Author unknown.

Angela Roberto HACC Volunteer Coordinator

Front Desk Volunteers:

Faye Wherry, Joy Cook, Joy Salvetti, Mark Tatnell, Maria Thornton, Sharon Dove, Pearleen Goh (Ngai), Margaret Francis, Karen Wheatley, Marie-Louise Mitchell, Leanne Haynes, Christina Clark, Norma Periera

Student Placements:

Martha Lozano- Certificate 4 Disabilities
Elina Doronkina - Art Therapy student
Micaela Hurst –Bachelor of Occupation Therapy

Development and Networking

This financial year we continued to meet local TAFEs and other educational institutions in relation to our placement and supervision of students within the HACC Program. We offer students the opportunity to be exposed to diverse client groups and aspects of HACC Services, and it is encouraged by educators as a valuable partnership for the next generation of aged care workers. We continued building relationships with the Sutherland Shire Neighbour Aid Network, the Community Care Forum, NSW Neighbour Aid and Social Support Association Inc. (NASSA), Sutherland Shire Multicultural Network Meeting and Sutherland Shire Council. HACC Services works closely with Settlement Grants Project Manager Jenny Grey in identifying clients and CALD community groups with the view of transitioning to HACC /CHSP services.

Acknowledgements

The Commonwealth Department of Social Services (DSS) which has funded the HACC / CHSP program until 2018. Thank you to the Staff for their professionalism, commitment and empathy. Thank you to our Volunteers for their contribution of time, humanity and presence. I would also like to thank Janet Brown for the support, inclusiveness and confidence she has given me over the years of working with her. We do not work in isolation and so to my work colleagues and management committee, I am grateful for your support, kind words, friendship, during the last year. Acknowledgement must also be given to Melinda Paterson, HACC DO, for her support, extensive knowledge and in particular for guidance during this transition time. Thank you also to the other organisations that we work closely with including Activus (formerly known as Sutherland Shire Community Transport) and BeConnected (formerly 4 Neighbours Aids) for transport assistance.

The Future: Beyond 2015

The Future: Beyond 2015

It has been a challenging year, with more challenges ahead, but with our strong team and organisation, and funding until June 2018, we will achieve the best outcome for our clients and other stakeholders.

As of 1st July 2015, nationally, HACC no longer exists but has been replaced with the Commonwealth Home Support Program (CHSP). In essence the philosophy of HACC remains but a significant change for clients is that their details will be centralised with MyAgedCare, they will have choice of specific services and providers that best meet their individual needs and will ultimately contribute individually to the cost of their care.

For us, we commit to continue providing the same high quality of service to clients, albeit with changes. In this new world, we need to keep ourselves and clients informed, maintain client confidence and trust in the new aged care system, remain up to date and trained to deal with the constant information being sent through from DSS, ensure we are well placed in this more than ever competitive sector, make necessary changes to policies and procedures and the implementation of these, and be open and accepting to the changes underway.

We will continue to support our Staff and Volunteers throughout these changes, with the focus on meeting funding requirements, our clients, quality service delivery, and others entering the aged care system.

Angela Roberto
Acting Home and Community Care
(HACC) Service Manager

	2014/2015
Total Volunteers (Includes Aged care service delivery & Front Desk)	58
Average total number of clients (as at June 30 2015)	
Neighbour Aid (Social Support) Clients	84
Hours of Neighbour Aid Service (includes Care Coordination)	3,396
Average of Multicultural Aged Daycare Clients (includes Care Coordination)	56
Hours of Multicultural Daycare Service Delivery	6,250
Transport/Trips	2,118
Average of Sutherland Shire Aged Daycare Clients	34
Hours of mainstream Daycare Service Delivery (includes transport and care coordination)	5050

Clients referral source	
Public Hospitals	41%
Self	14%
Relative or Friend	33%
Other Community Care Agency	12%
Gender	
Female	156
Male	27

Client Country of Origin

Australia	79
Cyprus	2
Egypt	2
Greece	18
India	6
South Africa	2
China	21
Croatia	2
England	16
Hong Kong	6
Macedonia	1
Italy	15
Spain	1
Germany	1
Others	5

**GYMEA COMMUNITY AID & INFORMATION
SERVICE INCORPORATED**

ABN 88 163 479 302

**FINANCIAL STATEMENTS FOR THE YEAR
ENDED 30TH JUNE 2015**

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED

ABN 88 163 479 302

Statement By Management Committee

In the opinion of the Managing Committee the accompanying accounts:

- a) Comply with Australian Accounting Standards, the Associations Incorporation (NSW) Act and the Australian Charities & Not For Profit Commission Act (2012) and;
- b) Give a true and fair view of the financial position of Gynea Community Aid & Information Service Incorporated as at 30th June 2015 and the performance of the year ended on that date;
- c) The provisions of the Charitable Fundraising Act and the conditions attached to the Authority to Fundraise have been complied with;
- d) Internal Controls exercised are appropriate and effective in accounting for all income received and applied from any fundraising appeals.
- e) In the committee's opinion there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

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

.....*Helen Schuler*.....

.....*HELEN SCHULER, PRESIDENT*.....

Dated: This *26* day of *October*, 2015

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
BALANCE SHEET AS AT 30TH JUNE 2015

	NOTE	2015	2014
		\$	\$
CURRENT ASSETS			
Cash Assets	2	233,012	225,029
Receivables	3	2,965	5,323
TOTAL CURRENT ASSETS		<u>235,977</u>	<u>230,352</u>
TOTAL ASSETS		<u>235,977</u>	<u>230,352</u>
CURRENT LIABILITIES			
Payables	4	41,315	16,498
Provisions	5	79,101	72,559
Subsidies in Advance		15,194	4,318
Total Current Liabilities		<u>135,610</u>	<u>93,375</u>
NON-CURRENT LIABILITIES			
Provisions	6	35,913	49,201
Total Non-current Liabilities		<u>35,913</u>	<u>49,201</u>
TOTAL LIABILITIES		<u>171,523</u>	<u>142,576</u>
NET ASSETS		<u>\$ 64,454</u>	<u>\$ 87,776</u>
ACCUMULATED FUNDS			
Accumulated Funds beginning of the Year		85,722	45,372
Asset Replacement Reserve		165	165
Transfers from (to) Reserves		6,774	2,195
Reserve for Program Cost		1,889	1,889
Surplus (Deficit) for the Year		(30,096)	38,155
TOTAL FUNDS		<u>\$ 64,454</u>	<u>\$ 87,776</u>

These accounts are to be read in conjunction with the notes attached

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
CASH FLOW STATEMENT FOR THE YEAR ENDED
30TH JUNE 2015

	2015	2014
Inflow of Funds from Operations		
Subsidies and Grants	599,265	564,857
Donations, Fundraising, Interest	23,202	16,734
Client Contributions	22,893	34,743
Other	117,841	65,817
	<u>763,201</u>	<u>682,151</u>
Outflow of funds from operations		
Payments to Employees, Suppliers and for Projects	(759,797)	(654,653)
	<u>(759,797)</u>	<u>(654,653)</u>
Net Inflow / (Outflow) of Funds from Operations	3,404	27,498
Outflow of Funds from Investing Activities		
Transfer to Reserves	4,579	-
	<u>4,579</u>	<u>-</u>
Total Cash Inflows / (Outflows)	7,983	27,498
Cash at the beginning of the year	225,029	197,531
	<u>225,029</u>	<u>197,531</u>
Cash at the end of the year	233,012	225,029
	<u>233,012</u>	<u>225,029</u>
RECONCILIATION OF OPERATING SURPLUS / (DEFICIT) TO OPERATING CASH FLOW		
	\$	\$
Operating Surplus / (Deficit)	(30,096)	38,155
(Increase) Decrease in Receivables	2,358	17,645
Increase (Decrease) in Subsidies in Advance	10,876	(24,990)
Increase (Decrease) in Provisions	(4,551)	3,855
Increase (Decrease) in Payables	24,817	(7,167)
	<u>24,817</u>	<u>(7,167)</u>
Net cash from Operations	3,404	27,498
	<u>3,404</u>	<u>27,498</u>
RECONCILIATION OF CASH		
Operating Account	6,147	(29,968)
Cash on Deposit	40,880	103,033
Term Deposits	184,960	150,839
Petty Cash	1,025	1,125
	<u>1,025</u>	<u>1,125</u>
Total Cash	\$ 233,012	\$ 225,029
	<u>\$ 233,012</u>	<u>\$ 225,029</u>

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
INCOME STATEMENT
YEAR ENDED 30TH JUNE 2015

	NOTE	2015	2014
		\$	\$
INCOME			
Revenues from Operating Activities	7	749,967	689,496
TOTAL INCOME		<u>749,967</u>	<u>689,496</u>
EXPENSE			
Administration Expenses	7	(94,305)	(82,450)
Employment Expenses	7	(491,960)	(473,159)
Other Expenditure	7	(193,798)	(95,732)
TOTAL EXPENSES		<u>(780,063)</u>	<u>(651,341)</u>
OPERATING SURPLUS FOR THE YEAR		<u>\$ (30,096)</u>	<u>\$ 38,155</u>
TRANSFERS TO (FROM) RESERVES			
Transfer to (from) Future Program Costs		(5,381)	-
Transfer from Reserves		14,555	23,092
Transfer from (to) Provision for Risk Management		-	(5,563)
Transfer to (from) other Projects		-	-
Funds Repaid - HACC		-	-
Transfer to (from) Photocopier Lease Liability		-	(3,160)
Transfer to (from) Provision for Wages		(2,400)	(8,000)
Transfer to (from) Reserve Program Costs		-	(4,174)
		<u>6,774</u>	<u>2,195</u>
OPERATING SURPLUS (DEFICIT)AFTER TRANSFERS TO RESERVES		<u>\$ (23,322)</u>	<u>\$ 40,350</u>

These accounts are to be read in conjunction with the notes attached

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2015

NOTE 1 STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a special purpose report that has been prepared in accordance with Australian Accounting Standards and the requirements of the Associations Incorporations Act (NSW) and the Australian Charities and Not for Profit Commission.

a) Basis of Accounting

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where stated, current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. All revenues and expenses are stated net of the amount of GST.

b) Employee Entitlements

Provision has been made this year for the Associations liability for employee entitlements arising from services rendered by employees to balance date. Provision is made for annual leave and long service leave based on current award rates of pay. Contributions are also made to an employer superannuation fund and are charged as expenses when incurred. The Management Committee have decided to provide for employee redundancy in the event of positions becoming redundant due to reduced funding for services.

c) Status

The Association has been endorsed as an Income Tax Exempt Charity and a Deductible Gift Recipient by the Australian Taxation Office. As such it is considered to be a Public Benevolent Institution under Subdivision 30-B of the Income Tax Assessment Act.

d) Plant and Equipment

Items of Plant and equipment are expensed in the year that they are incurred.

d) Grants Carried Forward

Grants or subsidies which relate to the following year are carried forward as a liability on the balance sheet and will be expended in the 2016 year.

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2015

	2015	2014
	\$	\$
NOTE 2 CASH ASSETS		
Cash on Hand	1,025	1,125
Operating Account - CBA	6,147	(29,968)
Power Saver Account - CBA	40,880	103,033
Term Deposits - St George	184,960	150,839
	<u>\$ 233,012</u>	<u>\$ 225,029</u>
NOTE 3 RECEIVABLES		
Accounts Receivable	2,612	3,970
Deposits	353	1,353
	<u>\$ 2,965</u>	<u>\$ 5,323</u>
NOTE 4 PAYABLES		
Accounts Payable	33,338	5,846
GST Payable	7,977	10,652
	<u>\$ 41,315</u>	<u>\$ 16,498</u>
NOTE 5 PROVISIONS - CURRENT		
Provision for Annual Leave	42,312	36,389
Provision for Wages	2,400	8,000
Provision for Program Cost	3,680	4,854
Provision for Sick Leave	7,738	7,738
Provision for Redundancy & Risk Management	22,971	15,578
	<u>\$ 79,101</u>	<u>\$ 72,559</u>
NOTE 6 PROVISIONS - NON-CURRENT		
Provision for Long Service Leave	35,913	49,201

GYMEA COMMUNITY AID & INFORMATION SERVICE INCORPORATED
ABN 88 163 479 302
NOTES TO AND FORMING PART OF THE ACCOUNTS
FOR THE YEAR ENDED 30TH JUNE 2015

NOTE 7 INCOME AND EXPENDITURE STATEMENT

	2015	2014
	\$	\$
INCOME		
Operating Grants	563,842	568,245
Service Improvement Grant	-	2,000
Special Grants / Contributions	22,189	1,957
Set Up Costs	24,000	-
Admin Contributions	29,466	20,174
Donations, Fundraising & Other	16,210	7,673
Interest	6,992	9,061
Room Hire	13,008	9,066
Parental Leave Subsidy	11,539	-
Client Contributions	22,893	34,743
Bookkeeping Contributions	39,828	36,577
Total Income	749,967	689,496
EXPENSES		
Administration		
Admin. & Program Management	21,579	9,364
Accounting & Audit	2,200	4,100
Bank Charges	531	670
Bookkeeping	39,828	36,577
Equipment	1,171	1,908
Fees, Licences & Memberships	1,951	2,343
Insurance	12,473	12,569
Marketing & Promotion	362	3,123
Photocopying	4,440	4,089
Postage	356	551
Printing & Stationery	3,290	1,543
Repairs & Maintenance	600	700
Security	1,365	615
Telephone & Internet	4,159	4,298
	94,305	82,450
Employment Expenses		
Bus Driver	22,752	22,037
Provision for Annual & Sick Leave	5,105	(310)
Provision for Long Service Leave	(13,293)	7,326
Provision for Workers Compensation	822	-
Salaries & Wages	432,906	400,640
Staff Training & Amenities	801	840
Staff Travel	3,113	4,368
Superannuation		
	39,754	38,258
	491,960	473,159
Other Expenses		
Bus Hire	31,632	28,726
Catering	9,249	10,703
Contribution to Volunteer Fund	6,000	4,800
Gifts	2,184	1,608
Program Costs	34,380	6,234
Refreshments	3,871	3,647
Funds Repaid to HACC	24,295	-
Transfers to Other Projects	14,504	-
Risk Management Fund	7,393	-
Room Hire	19,539	19,888
Special Projects	17,224	-
Sundry	2,659	3,263
Training Facilitator	18,655	9,093
Volunteer Expenses	2,213	7,770
	193,798	95,732
Total Expenses	780,063	651,341
Operating Surplus for the year	\$ (30,096)	\$ 38,155



CHARTERED ACCOUNTANTS
AUSTRALIA + NEW ZEALAND

SHEDDEN & GREEN PARTNERS

ABN 43 723 342 276

INDEPENDENT AUDIT REPORT

To: The Members of Gymea Community Aid & Information Service Incorporated;

Scope

We have audited the financial report, being a special purpose financial report of Gymea Community Aid & Information Service Inc. for the year ended 30th June 2015. The committee is responsible for the financial report and has determined that the accounting policies used and described in Note 1 to the financial statements which form part of the financial report and appropriate to meet the requirements of the Associations Incorporation Act (NSW), the Australian Charities and Not For Profits Commission (2012), and are appropriate to meet the needs of the members. We have conducted an independent audit of this financial report in order to express an opinion on it to the members of Gymea Community Aid & Information Service Inc. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for the purpose of fulfilling the requirements of the Associations Incorporation Act of NSW and the Australian Charities and Not for Profits Commission. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 so as to present a view which is consistent with our understanding of the Association's financial position, and performance as represented by the results of its operations and its cash flows. These policies do not require the application of all Accounting Standards and other mandatory professional reporting requirements in Australia.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion the financial report of Gymea Community Aid & Information Service Inc. presents a true and fair view of the financial position of the Association as at 30th June 2015 and the results of its operations for the year ended in accordance with the accounting policies described in Note 1 to the financial statements.

Shedden & Green Partners
David C Shedden FCA – Partner
Registered Company Auditor 154657
Dated 17th September 2015
Miranda NSW

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Liability limited by a scheme approved under Professional Standards Legislation

Funding Bodies

- Department of Social Services
- Sutherland Shire Council
- South East Sydney Local Health District Multicultural Health
- Multicultural NSW
- Clubs NSW – Gymea Tradies
- Royal Australian Historical Society
- Gymea Rotary

GCAIS thanks its room hire clients

- Sydney U3A Inc. (Australian History Group)
- 3Bridges Community Incorporated
- Sahaja Yoga
- Aftercare

GCAIS thanks and acknowledges support of its business partners

- Bunnings, Kirrawee
127-141 Bath Road, Kirrawee Tel: 8536 0600
- Purple Patisserie, Gymea
Warburton Street, Gymea Tel: 8544 8766
- Priceline Pharmacy, Gymea
26 Gymea Bay Road, Gymea Tel: 8540 2866
- Harold Acar, from St.George Migration and Citizenship Planning
Email: harold.acar@stgeorgemigration.com.au