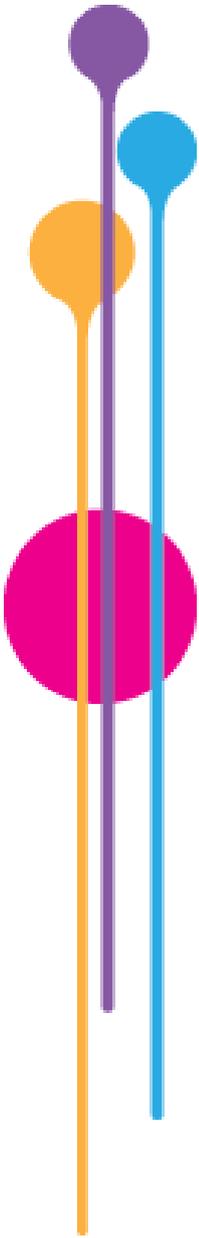


ANNUAL REPORT

2017-18



GOSFORD REGIONAL
COMMUNITY SERVICES

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*Building a community rich in social capital, supporting and responding to family
and individual needs*

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*Building a community rich in social capital, supporting
and responding to family and individual needs*

OUR VISION

To work together to create a community where all residents feel safe, valued, supported and encouraged to fully participate in all aspects of society.

OUR VALUES

RESPECT

We value the abilities and strengths of every person and recognise the uniqueness of the individual. We value good manners and lead by example. We treat every person with equal respect. We value our relationships and respect confidentiality. We observe professional boundaries. We take care of our shared resources and property.

INTEGRITY

We value openness and truthfulness and being honest and sincere in our dealings with people. We will treat every person with dignity and be sensitive to diversity and difference. We promote positive working relationships and resolve conflict in a respectful, timely and honest manner.

CO-OPERATION

We value the opportunities we have to work with others towards common goals with a common purpose. We actively look for opportunities to work collaboratively and in partnership. We recognise and value the strengths and expertise of other organisations and work with them to improve outcomes for all in our community. We share our knowledge, skills and resources.

COMMITMENT

We believe in our community. We follow through on decisions and promises we make. We don't give up easily. We are passionate about bringing our energy and skills into the workplace and the community. We value determination and fortitude in achieving our vision. We encourage everyone to achieve to their highest potential. We aim to break down barriers to assist people to reach their goals.

CREATIVITY

We value dreams. We encourage ideas that are innovative and challenging. We look for different ways to do our work more effectively. We value imagination and ideas that are outside the square.

THE ORGANISATION

We are an independent organisation. Our staff are not employed by local Council or any Government agency. The organisation is an Incorporated Association and a Charitable Organisation. It is registered for GST, is an endorsed Deductible Gift Recipient and has Charitable Fundraising Authority. It is registered with the Australian Charities and Not-For-Profits Commission (ACNC). The organisation employs 20 permanent full and part-time staff and has annual turnover of just under \$1m.

An organisation's legal structure determines the types of activities it is legally able to carry out and which government bodies it is required to report to and/or seek registration from.

GOVERNANCE

GRCS is governed by a voluntary Board and managed by a full-time CEO.

The Board meets monthly and is responsible for setting the policy direction of the organisation within the framework of its Constitution, and ensuring compliance with all relevant legislation.

The CEO is responsible for all facets of management of the organisation and reports directly to the Board.

FUNDING

Income comes from a variety of sources including Government and philanthropic grant programs, social enterprises, fundraising and donations.

Included in this income is "Community Hub" funding received from the NSW Government under the Community Builders Program. Community Hubs are local centres that help improve the community's connectedness and capacity, e.g. by providing information and referral on local services, access to the internet, access to skills training, and a place for local groups to meet. This funding, under various names, has been continuous since the early 1990s.

However, the majority of our income derives from activities operating within a Social Enterprise model. A Social Enterprise can be broadly defined as:

"A business activity led by an economic, social, cultural or environmental mission, consistent with a public or community benefit"

Once again I have the privilege of offering the Chairperson's Report for the 2018 Annual General Meeting of Gosford Regional Community Services (GRCS). The work of GRCS grows in every way each year, and this year has been no exception. We are expanding our commitment to the community and, at the same time, remaining that local community voice.

We continue to successfully acquire grants which enable us to carry out projects and help our community. We are grateful to our CEO Kathy Sokk and the members of staff who quietly but determinedly achieve so much for all of us. Thanks to them we can say that, from developing gardens in neighbourhood open spaces to working with schools and other community partners, we are making a difference in the community.

I formally acknowledge the work of the Board and thank them for their support: namely, Michael Daly, Susan Cleary, Jason Van Ritten, Marc Pooley, Helen Orchard, Rebecca Wild and Louise Fisher. This is a very co-operative board to work with. It is harmonious and proactive, and our board members are genuinely committed to what is best for our organisation and the people in the community generally. I would also like to wish our departing Board Member, Ms Jodie Smith, well. Jodie provided valuable insight during the transition process to the new Child Care System for the OSCH service.

Personally, I get much more out of being part of GRCS than I put into it. When I look at the progress that has been achieved by this organisation and the people responsible, I am once again astounded at what can happen in such a community organisation by a team of like-minded and caring people.

Vicki Scott
Chairperson 2017-18

*"Teamwork is the ability to work together toward a common vision.
It is the fuel that allows common people to attain uncommon results."*

--Andrew Carnegie

VICKI SCOTT Vicki has resided on the Central Coast since 1983 and has had significant involvement in Parents and Citizens Associations (P&C) at a local and state level, and has achieved life membership of two local P&C associations. In 2004 Vicki was elected to Gosford City Council where she served until the Council was amalgamated with Wyong Shire Council in May 2016, and was a member of a community committee advising the Administrator of the amalgamated Central Coast Council. Previously she served on a number of Gosford Council's committees dealing with issues she is passionate about, including playgrounds, libraries, the Arts, women's issues, and literacy. Vicki is a past President of the NSW Branch of the Australian Local Government's Women's Association which supports and encourages women in local government. Vicki has been a member of the Gosford Regional Community Services Board since July 2011 and has held the position of Chairperson since July 2015. She is also a board member of Coast Shelter and a Kids Day Out committee member.

MICHAEL DALY Michael has lived in the northern suburbs of Gosford and practiced law on the Central Coast for over 35 years. He has built a solid reputation over the past three decades, not only as a trusted solicitor but also for his extensive involvement in Community based organisations. Michael had many years involvement in the Gosford High School P&C Association, is honorary solicitor for the Vietnam Veterans Keith Payne V.C. Hostel Ltd., is a Public Notary, and a committee member of the Central Coast Law Society. Michael has been on the Board of Gosford Regional Community Services Inc. since September 2012 and has been Vice Chairperson since September 2015.

SUSAN CLEARY Susan Cleary, J.P. previously worked as the Director of Studies at the June Dally Watkins Business Finishing College and as the National Compliance Manager, Carrick Institute of Education. Susan also had her own businesses including Natural Health Sense and Multiversity College. Susan is now retired and remains active in the community as a member of Lions Gosford Challenge Club and Henry Kendall Retirement Village Garden Club. Susan has been on the Board of Gosford Regional Community Services Inc. since 2014 and has held the office of Treasurer since September 2015.

JASON VAN RITTEN Jason is currently employed as a Health Promotion Officer (Sexual Health) with Central Coast Local Health District, having previously worked at the NSW Ministry of Health. Jason was born on the Central Coast and lives in North Gosford with his family. He is very active with community activities both through employment and long-term involvement with the Rotaract and Rotary organisations. Jason was also very active in youth organisations in the local area. Jason's passions include public health, community activity and politics. He has been on the Board of Gosford Regional Community Services Inc. since 2015 and, as part of his role, chairs the Northern Gosford Community Action Team.

REBECCA WILD Rebecca is Principal of Wyoming Public School and holds a Bachelor of Education in Special Education (University of Technology, Sydney) and Masters of Education (Charles Sturt University). Prior to being appointed as the principal of Wyoming Public School Rebecca taught at Condobolin Public School, Brewarrina Central School and Lightning Ridge Central School. Rebecca also held Quality Teacher Consulting positions based at Bourke and Bathurst in regional New South Wales. Rebecca joined the Board of Gosford Regional Community Services Inc. in 2016.

HELEN ORCHARD Helen is the business owner and co-founder of Wallboard Tool Company which was established in Granville, NSW in 1976. The company head office is now based on the Gold Coast in Queensland and is celebrating more than 40 years of both national and international trading. Helen resided jointly between Sydney and the Gold Coast for a number of years and worked online from the Central Coast since the early 1990s. Helen attended Canterbury Girls High School in Sydney and Baulkham Hills TAFE where she majored in Computer Studies. She currently holds a

Beginning Coaching General Principles Certificate issued by the Federal Government Sports Commission. She is passionate about local, state and federal government issues, and works for the betterment of the community. Helen is the Secretary of the Koolewong & Point Clare / Tascott Progress Association Inc. which includes West Gosford, south of the Central Coast Highway. She is a Life Member of Central Coast Outriggers and has a keen love of the water. Helen personally hates the phrase, 'cannot be done' and joined the Board of Gosford Regional Community Services Inc. in 2016.

MARC POOLEY Marc is passionate about making certain the local community has the best services available to them and believes local communities work best when they work together. Moving to the Central Coast area in 1991, Marc attended Primary and High School at Narara and Lisarow respectively, as well as attending University at the Ourimbah campus of the University of Newcastle where he graduated with a Bachelor of Arts. He initially became involved with the Wyoming Community Centre as a volunteer under the 'Work for the Dole Scheme' in 2014 and has continued to stay involved ever since. He currently works for David Mehan, State Member of Parliament for The Entrance. Marc joined the Board of Gosford Regional Community Services Inc. to fill a casual vacancy in 2016.

LOUISE FISHER Louise has a background in Regional Economic Development and has over 20 years of experience in developing and successfully project managing significant infrastructure projects and funding applications to all levels of government and philanthropic organisations. Louise enjoyed a diverse career pathway including agri-business, stud cattle breeding, children's clothing manufacturing, establishing an Internet Centre and ISP service. She held several positions including Community Development Officer at the Bogan Shire Council, Operations Manager for the Rural Financial Counselling Service NSW – Central West, and was a private consultant and project manager for significant water infrastructure projects. Louise has recently moved on from her role as Economic Development Officer at Regional Development Australia (RDA), to take up a position with the newly merged Central Coast Council. Louise brings a strong understanding of many of the economic, environmental, social and cultural issues facing the Central Coast demographic, and the numerous strategic plans currently in place to address the issues. Louise joined the Board of Gosford Regional Community Services Inc. to fill a casual vacancy in 2017.

JODIE SMITH Jody joined the Board in 2017. Her experience as a Director in Out of School Care Services, and as Chairperson of a Multicultural organisation was of immense benefit to the organisation during her short tenure. Jodie resigned in June 2018 to move to take up a new employment opportunity in Queensland.

I am pleased to report that the organisation has had another successful year in providing a professional and caring service to members of our community.

Unfortunately, the number of people seeking financial and other assistance is continuing to increase. We are not a funded emergency relief service but can provide financial support via the Energy Accounts Payment Assistance (EAPA) scheme and the Work Development scheme. Thanks to a generous donation from North Gosford Rotary Club, we were able to distribute food parcels to local residents and provided clothing to families through the kind donations of our supporters. We continue to support the Breakfast Club at Wyoming Public School.

NSW State Government's Targeted Early Intervention (TEI) transition process for the Community Builders Program continues. The local Family & Community Services' office (FaCS) have submitted their area plan to the Minister's office and we are waiting for news about implementation.

In the past year, our Out of School Hours Care (OSHC) service has been able to demonstrate that it meets all the mandated standards required of such a service. This has been achieved by the excellent work of the OSCH team, led by Amanda Jefferys. The service has grown and provides a safe and caring environment for up to 70 children every afternoon, between 20 and 30 children every morning, and between 50-60 children every day during the school holidays.

Our Community Greening Program continues to grow and we are thrilled to have partnered with one of our local Social Housing providers, Pacific Link Housing, to build a wonderful new community garden at North Gosford. Our volunteers are given meaningful work and our Supervisor, Phil Medew, provides guidance and advice to all our participants.

Bookings for Wyoming and Point Clare have increased under Lyn Martin's administration and we have been able to undertake improvements to our facilities ensuring that they are affordable and accessible to the whole community. We are grateful for funding received under NSW State Government Community Builders Programs and from our local Council.

We have continued to support both Wyoming Public School's Aboriginal Languages program and the Central Coast Aboriginal Artists group. Using funding under the Community Drug Action Team program, auspiced by the Alcohol & Drug Foundation, we partnered with Musicians Making a Difference (MMAD) to develop a video with young people from Culturally Diverse Backgrounds.

We have partnered with Narara Valley High School, using funding from the Federal Government's Local Drug Action Team (LDAT) Program, to deliver a drug awareness program. The theme has a focus on the harmful effects of drugs on the body and this is channelled into creating wearable art - headdresses, masks, armbands, and costumes of all kinds. The showcase for this program will be held towards the end of October 2018.

With funding from the Rural and Regional Renewal program, we have partnered with Top Blokes Foundation to deliver a pilot program at Wyoming Public School which builds resilience in young boys. We have been able to extend this support to Henry Kendall and Narara Valley High Schools for delivery of the Top Blokes Program using income from our Social Enterprises.

I am always amazed by the resilience of people when dealing with adversity and consider myself extremely privileged to work in an organisation that assists the community in dealing with issues as they arise. It is a pleasure to work in such an energetic organisation with enthusiastic and loyal staff. As always, I thank the Board for their confidence in me and my staff to deliver significant and long lasting outcomes.

Kathy Sokk, Chief Executive Officer

"Never doubt that a small group of thoughtful, committed people can change the world. Indeed. It is the only thing that ever has." --Margaret Mead

KATHY SOKK - CEO

Kathy has been the Senior Executive staff member of Gosford Regional Community Services Inc. since January 2011. She has over 30 years experience in the Public Sector, both at a Federal and State level, including senior roles with the Department of Defence, the National Maritime Museum and the Federal Department of Health and Community Services. She also has extensive experience working with people from diverse cultural backgrounds through roles with both Centrelink and the NSW Department of Education. Kathy has lived on the Central Coast with her family since 1987 and has always been involved in community activities. She was previously a board member of the Community Relations Commission, a member of Saratoga Progress Association, is a life member of Gosford High School P&C, and a current member of Central Coast Council's Community Strategic Planning group. Kathy is a passionate believer in human rights and a committed advocate for those who otherwise have a limited voice in our community.

AMANDA JEFFERYS - MANAGER HUMAN RESOURCES & CHILDRENS SERVICES

Amanda is a qualified teacher and ran her own drama school on the Central Coast for many years. She took over as Manager of the Children's Services Program at Gosford Regional Community Services in 2012 and has since built a strong and supportive team of educators. The Out of School Hours Care (OSHC) service has gone from strength to strength under her professional guidance. Amanda is also the Human Resources Manager and a key member of the leadership team. In 2017 Amanda completed her Mental Health 1st Aid Training and Applied Suicide Intervention Training and attended Personal Management courses.

LYN MARTIN – FACILITIES MANAGEMENT AND ADMIN

Lyn has been with Gosford Regional Community Services since 2011 when she started as a volunteer. She was then employed as a casual in the childcare service, moved on to administration, worked as the Executive Assistant and has recently taken on the role of Facilities Management and Administration. Lyn completed her Certificate IV in Community Development in 2013, is a Justice of the Peace and also the Public Officer for the organisation. She grew up on the Central Coast in Somersby and was involved in local sporting groups for many years. She is the first person you are likely to meet at the Wyoming Community Centre and has a wealth of knowledge of the organisation and community. In 2017 Lyn completed both Mental Health 1st Aid and Applied Suicide Intervention Training.

PHIL MEDEW – SUPERVISOR COMMUNITY GREENING TEAM

Phil is the supervisor of our Gosford Regional Community Service Community Greening program and supervises all of the Gosford Regional Community Services Community Work Experience participants and volunteers. He currently manages our Community Gardens and other Greening Projects across the Gosford region and his skill in repurposing thrown objects is well known. He is passionate about giving back to the community and is a strong believer in giving people a chance. In 2017 Phil completed his First Aid Certificate and Electrical Test and Tagging Certificate.

ALEX MUNDAY

Alex is one of the two Assistant Co-ordinators in the Gosford Regional Community Services Out of School Hours Care (OSHC) service and holds a Diploma of Childcare. She has been with the organisation since July 2013, is an authorised supervisor, manages the resources for the service, and has responsibility for personnel management including volunteers. In 2017 Alex attended OSCH specific training for Re-thinking Challenging Behaviour and Digital Documentation and received basic training in MYOB.

LEIGH-ANNE BURKETT

Leigh-Anne is one of the two Assistant Co-ordinators in the Gosford Regional Community Services Out of School Hours Care (OSHC) service and is a qualified teacher (Special Needs). She is the Educational Leader and has responsibility for Workplace Safety across the organisation. In 2017 Leigh Anne attended OSCH specific training for Empowering Children's Participation and training in Workplace Safety.

OSHC EDUCATORS

The OSCH team bring a wealth of experience and their qualifications include Primary and Secondary Teaching Degrees, Certificates and Diplomas in Childcare, Community Services and Youth Work. Four of our staff are currently enrolled in relevant Degree courses at Newcastle and Macquarie Universities and two are enrolled in Diploma courses at Gosford TAFE. Our trainee, Eloise Martin continues to work consistently through her Diploma in Childcare and has become a strong asset to the OSHC team.

All OSCH staff have current First Aid Certificates, including the delivery of CPR and treatment of Asthma and Anaphylaxis, and are trained in how to Identify and Respond to Children at Risk. Our service philosophy is to encourage professional development in all staff.

Farewells: We bid farewell to two long time team members in 2017. Maria Ford, who retired in December 2017, started with the organisation in May 2012 as a volunteer while undertaking a TAFE qualification and then returned to the organisation later that year to work in OSCH. Maria had a range of roles and was instrumental in setting up the highly respected nutrition program in the service. She was the Supervisor most mornings and her caring manner calmed many a young child or new parent's anxiety. Another long-time member of the team, Megan Pratt, has also left to spend time with her young family. Megan was one of the first Supervisors appointed to the team under the, then, new childcare regulations and was instrumental in the move of the service from the Community Centre to the School grounds. Megan was the driving force behind the OSCH community garden.

New team members: We welcomed new team members Dylan Brassington, Jenny Rechberger and Stuart Rowe in 2017-18.

STRENGTHENING COMMUNITY CONNECTIONS TO SUPPORT VULNERABLE FAMILIES

Community building identifies and enhances the assets of community participants, engaging them as citizens rather than clients or customers, as people capable of originating and sustaining change rather than the recipient objects of a service system. Community strengthening, therefore, operates in a social space which precedes both prevention and early intervention.

Our aim is to ensure that every person who contacts our service is treated with respect and dignity, no matter what their circumstances. We know that life throws many challenges and for many in our community those challenges cannot be met. We listen to people’s stories, we help them identify their strengths and help to overcome their disadvantages. We want them to tell us what they need rather than the other way around. It is not up to us to impose our interpretation upon someone else’s circumstances.

The overarching aim of the organisation is to build resilience within families and strengthen community capacity. All activities and programs must meet this aim.

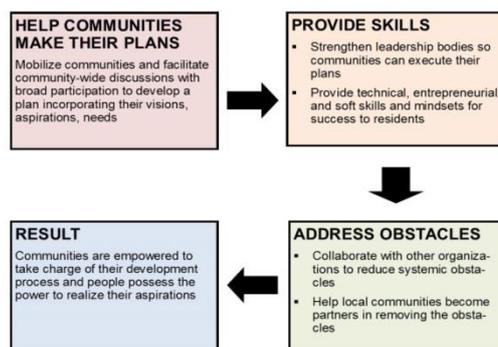
But what is Resilience? According to Wikipedia, it is:

“the sustained ability of a community to utilize available resources (energy, communication, transportation, food, etc.) to respond to, withstand, and recover from adverse situations (e.g. economic collapse to global catastrophic risks). This allows for the adaptation and growth of a community after disaster strikes. Communities that are resilient are able to minimize any disaster, making the return to normal life as effortless as possible”

But how does that translate to everyday life? What do experts mean when they say we need to build resilience in children and where do you start? A quick search via Google will deliver hundreds of interpretations but a simple guide is:

1. Build, Strengthen and Promote supportive relationships
2. Focus on self-sufficiency and responsibility
3. Focus on managing emotions
4. Create opportunities for personal challenge.

Your local Community Centre plays a key role in building resilience.
We listen. We provide information. We offer opportunities.



PROVIDING AFFORDABLE, QUALITY CARE TO FAMILIES TO ALLOW THEM TO MEET THEIR WORK, STUDY AND FAMILY RESPONSIBILITIES

Operating as a Social Enterprise our Wyoming Community OSHC (Out of School Hours Care) service provides affordable care with service hours based on established community needs. Profits are directed towards family support programs including the Central Coast Domestic Violence Committee, playgroups, breakfast club at Wyoming Public School and other family support services.

The OSHC program is open to children from all local schools and is based at Our Lady of the Rosary Primary School in Glennie St. Wyoming. Up to 70 children attend Before and After School and Vacation Care.

This year has seen some significant changes to our service and the childcare sector overall. During December 2017 we were approved to increase the size of our service to hold a capacity of 70 children. This was in response to requests from Our Lady of the Rosary, our host school, whose enrolments have increased, no doubt due to the fact that they have an onsite Out of Hours Care service. To date we have one day a week that is to capacity, but the remaining 4 days have 3-4 vacancies which means that we can offer spaces for casual days.

In February this year we were notified that our Assessment and Rating was to be assessed on the 14th and 15th March. The service was rated overall as *Meeting the National Quality Standard*, with a particular mention of our excellent relationships with children that promote their well-being, self-esteem, sense of security and belonging.

July 2018 saw the introduction of the Federal Government's Child Care Subsidy Scheme (CCSS) which replaced the Child Care Management System (CCMS). The implementation of this new Scheme caused significant disruption with information about transition not being provided in a timely manner. The increase in administrative workload has continued into the new financial year and will continue with the transition into the next stage of digital sign in, in January 2019. However, the financial impact of the new scheme on families has been generally positive, with the majority of families better off.

Our Vacation Care program continues to provide quality care and innovative programming and activities. The dedicated OSHC staff, continue to develop exciting and fresh ideas to engage the children each holidays. Surveys from parents are consistently positive with each holiday program eagerly awaited and usually booked two weeks before commencement. In the summer holidays of 2017/18 and March 2018, we sponsored an excursion to a local beach for a beach safety awareness program, delivered by Surf Lifesaving. This was in response to an identified need within our community to educate families and children regarding the dangers of the waterways and surf of the Central Coast. We intend to continue this again this year as it was so successful and popular with families.

DELIVERING OPPORTUNITIES FOR WORK EXPERIENCE AND SKILLS DEVELOPMENT WHILE BUILDING SUSTAINABLE COMMUNITY SPACES.

Operating as a Social Enterprise, this program provides work experience opportunities for marginalised community members, with all profits put back into the program.

For the third year running, the Community Garden at Wyoming took out awards in the Council Garden competitions in 2017 winning Best Culinary Community Garden and Best Theme or Speciality Garden. The Community Garden at Point Clare has been extended and further work will be carried out in 2018 and we hope to enter this garden in next year's competition.

Recently the team has worked with local social housing provider, Pacific Link Housing, on a number of projects including the installation of a new Community Garden at North Gosford.

The program provides a range of work experience opportunities and has been a stepping stone to employment for a number of our volunteers.

FACILITIES MANAGEMENT

EXERCISING STRONG ECONOMIC MANAGEMENT TO ENSURE THE COMMUNITY HAS ACCESS TO AFFORDABLE COMMUNITY FACILITIES

Our third Social Enterprise is the management of Community Facilities at Wyoming and Point Clare with profits returned to the program for upkeep and maintenance and to provide low cost access to community organisations. In 2017-18 these included:

- ❖ Koolewong, Tascott, Point Clare Progress Association
- ❖ Central Coast Domestic Violence Committee
- ❖ Brisbane Water Older Womens Network
- ❖ Tascott Point Clare Playgroup
- ❖ Community based craft groups
- ❖ Local Book Clubs
- ❖ and more

We were fortunate in being successful in a number of grant applications during the year which provided funds for continued improvements to the buildings. This included an upgrade to the training room, installation of fencing and replacement of furniture. Further upgrades are planned for 2018-19.



PART B : FINANCIAL SUMMARY

2017-18





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GOSFORD REGIONAL COMMUNITY SERVICES INC
 ABN 40 184 425 260

AUDIT REPORT TO THE MEMBERS INDEPENDENCE DECLARATION

Cooper & Collins (Central Coast) Pty Ltd makes the following declaration pertaining to our audit of the financial report of Gosford Regional Community Services Inc for the year ended 30 June 2018.

That, to the best of our knowledge there have been no contraventions of:

- APES 110 Code of Ethics for Professional Accountants

Cooper & Collins (Central Coast) Pty Ltd
 Richard K Collins
 Registered Company Auditor No 2792

Richard Collins

Signed at Unit 2 1 Sailfind Close Somersby NSW 2250
 Dated 27th day of September 2018



Chartered Accountants
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GOSFORD REGIONAL COMMUNITY SERVICES INC ABN 40 184 425 260 INDEPENDANT AUDITIOR'S REPORT FOR THE YEAR ENDED 30TH JUNE 2018

To: The Members
 Opinion

I have audited the financial report of Gosford Regional Community Services Inc, which comprises the income and expenditure statement, balance sheet as at 30 June 2018, statement of cash flows and statement of changes in equity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the committee's declaration.

In my opinion, the accompanying financial report of Gosford Regional Community Services Inc is in accordance with the *Associations Incorporation Act (NSW) 2009* and *Div. 60 of the ACNC Act*, including:

- i. giving a true and fair view of the company's financial position as at 30 June 2018 and its financial position for the year ended on that date; and
- ii. complying with Australian Accounting Standards to the extent described in Note 1 and the *Associations Incorporation Act (NSW) 2009*
- iii. the financial statements have been prepared in accordance with *Div. 60 of the ACNC Act*.

Basis for Opinion

I have conducted my audit in accordance with Australian Auditing Standards. My responsibility under those standards is further described in the *Auditor's Responsibilities for the Financial Report* section of my report. I am independent of the company in accordance with the auditor independence requirements of the *Associations Incorporation Act (NSW) 2009* and the ethical requirements of the Accounting and Ethical Standards APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

I confirm that the independence declaration required by the *Associations Incorporation Act (NSW) 2009*, which has been given to the committee of the association, would be in the same terms if given to the committee as at the time of this auditor's report.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the directors' financial reporting responsibilities under *Associations Incorporation Act (NSW) 2009* and *Div. 60 of the ACNC Act*. As a result, the financial report may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Responsibilities of the Committee' for the Financial Report

The committee of the association are responsible for the preparation of the financial report 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 Act (NSW) 2009* and *Div. 60 of the ACNC Act* and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determine is necessary to enable the preparation of a financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee are responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intend to liquidate the association or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibility for the Audit of the Financial Report

My objective is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit concluded in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omission, misrepresentation, or the override of internal control.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I have communicated with the committee regarding, among other matters, the planned scope and timing of the audit and significant findings, including any significant deficiencies in internal control that I identified during my audit.

Cooper & Collins (Central Coast) Pty Ltd
Chartered Accountants
Richard K Collins



Registered Company Auditor 2792

Signed at: Unit 2 1 Sailfind Close Somersby, NSW, 2250

Dated: 26th September, 2018

Address.

Unit 2
1 Sailfind Place
SOMERSBY NSW 2250

Liability limited by a scheme approved
under Professional Standards Legislation

Postal Address.

PO Box 7134
KARIONG NSW 2250

BALANCE SHEET

CURRENT ASSETS	2018	2017	2016
	\$	\$	\$
Cash	98,934	129,811	103,674
Receivables	29,370	31,516	40,243
Other Current Assets			
TOTAL CURRENT ASSETS	128,304	161,327	143,916
NON-CURRENT ASSETS			
Property, Plant and Equipment	132,967	65,758	28,297
TOTAL NON-CURRENT ASSETS	132,967	65,758	28,297
TOTAL ASSETS	261,271	227,086	172,213
CURRENT LIABILITIES			
Trade and Other Payables	89,970	89,226	47,086
Short-term Provisions	34,681	14,156	27,004
Loans			8,200
TOTAL CURRENT LIABILITIES	124,651	103,382	82,289
NON-CURRENT LIABILITIES			
Long-term Provisions	5,449	11,511	7,511
Loans			
TOTAL NON-CURRENT LIABILITIES	5,449	11,511	7,511
TOTAL LIABILITIES	130,100	114,893	89,800
NET ASSETS	131,171	112,2193	82,413
ACCUMULATED FUNDS & RESERVES			
Accumulated Funds	131,171	112,193	83,268
TOTAL ACCUMULATED FUNDS & RESERVES	131,171	112,193	83,268

STATEMENT OF CASH FLOWS

Cash flows from operating activities	2018 \$	2017 \$	2016 \$
Receipts from Grants	212,209	344,377	310,540
Receipts from other customers	628,304	552,998	462,397
Interest received	680	783	1,401
Payments to suppliers and employees (inclusive of goods and services tax)	(793,908)	(822,368)	(764,121)
Interest paid	-	(421)	(846)
Net cash inflow (outflow) from operating activities	47,285	75,369	9,371
Cash flows from investing activities			
Proceeds from sale of property, plant and equipment	-	15,000	-
Payments for property, plant and equipment	(78,162)	(56,032)	(10,445)
Net cash inflow (outflow) from investing activities	(78,162)	(41,032)	(10,445)
Cash flows from financing activities			
Repayment of borrowings	-	(8,200)	(7,776)
Net cash inflow (outflow) from financing activities	-	(8,200)	(7,776)
Net changes in cash held	(30,877)	26,137	(8,850)
Cash and cash equivalents at the beginning of the financial year	129,811	103,674	112,524
Cash and cash equivalents at end of year	98,934	129,811	103,674

RETAINED EARNINGS

	2018 \$	2017 \$	2016 \$
Balance at 1 July	112,193	82,413	55,688
Operating Surplus	18,979	29,780	26,725
Balance at 30 June	131,171	112,193	82,413

STATEMENT OF PROFIT AND LOSS – INCOME

INCOME	2018	2017	2016
	\$	\$	\$
Federal Non-Recurrent	10,369	4,688	
Grants (NSW) - Operating Recurrent	118,423	115,075	109,332
Grants (NSW) – Non-Recurrent	60,035	36,246	9,454
Grants Local - Non Recurrent	9,465	2,400	5,273
Grants Local - Non Recurrent (Capital)	-	3,900	21,384
Commonwealth (LDAT)	-	10,000	-
Inclusion Support Subsidy	6,762	7,520	6,538
Work for the Dole Subsidy	30,659	111,428	148,443
Foundation for Rural, Regional Renewal	17,476	-	-
Westpac Foundation	-	10,000	7,500
Restart Wage Subsidy	-	-	5,454
Small Philanthropic	-	-	250
Newcastle Permanent Charitable Fund	-	-	5,902
Donations - Tax Deductible	-	60	-
Donations - Not Tax Deductible	1,304	292	112
Donations - Public Collections	150	-	4
Raffles			198
Sale of Goods	1,129	2,017	1,806
Workshop Income	-	206	443
Fees/Charges Restricted OSHC	235,514	211,097	202,214
Fees/Charges Unrestricted OSHC	300,037	268,117	234,680
Equipment Levy OSCH	2,405	2,400	4,530
Other Surcharges OSCH	4,595	3,763	4,024
Membership Fees	311	520	549
Garden Membership	45	165	245
Contribution Motor Vehicle	13,400	-	-
Interest Received -Unrestricted	680	783	1,401
Rental Income	46,070	39,912	38,686
Commonwealth Traineeship Subsidies	-	587	1,083
Miscellaneous Income	3,720	5,992	807
Consultancy Income	-	10,000	
Total Income	862,550	847,167	810,313

STATEMENT OF PROFIT AND LOSS - EXPENSES

EXPENSES	2018 \$	2017 \$	2016 \$
Accounting/Bookkeeping	1,840	16,296	15,441
Advertising & Promotion	3,009	23,587	10,181
Assets Purchased < \$5,000	2,006	10,604	8,200
Auspice Sponsorship	11,100	5,350	
Audit Fees	4,200	4,000	3,825
Bad Debts			89
Bank Charges and Direct Debt Fees	4,068	4,105	3,620
Board and Governance Expenses	773	6,775	1,244
Capital Expenditure - Grant	-	5,113	22,147
Cleaning, Pest Control, Waste	15,086	12,317	8,102
Client Support Services	45,698	29,780	38,201
Client Support Consumables	25,756	34,684	35,599
Computer Operating Costs	7,172	5,963	5,548
Consultants	2,550	-	-
Depreciation Plant & Equipment	4,871	-	3,238
Depreciation Motor Vehicle	6,082	3,570	4,920
Equipment Hire	3,080	2,628	5,524
Fees & Permits	353	1,721	94
Fundraising Expenses	-	-	38
Health and Safety	4,174	4,539	9,390
Insurances	3,790	4,526	3,702
Interest Paid	-	421	846
IT Installation	1,187	-	-
Meeting & Miscellaneous Expenses	1,349	413	744
Membership Fees	2,255	4,572	4,345
Motor Vehicle Expenses	5,389	6,668	8,551
Postage, Printing & Stationery	6,064	5,094	3,794
Rent	3,452	3,373	1,187
Rates	7,546	4,076	
Repairs & Maintenance	1,474	3,429	2,482
Annual Leave expense	39,613	34,016	34,379
Long Service Leave expense	5,449	4,000	3,679
Recruitment Expenses	-	997	-
Superannuation	56,404	48,871	45,573
Salaries	530,614	493,425	461,456
Workers Compensation Insurance	9,632	9,477	8,862
Security	713	2,430	1,035
Staff Amenities & Uniforms	2,055	1,218	960
Telephone, Fax and Internet	12,305	11,779	11,725
Staff Training	6,772	3,839	8,167
Mileage/Travel/Accommodation	1,637	396	738
Utilities	3,898	2,596	4,137
Volunteer Costs and Amenities	157	740	1,344
Total Expenses	843,571	817,388	783,107
Net Surplus	18,979	29,780	27,206



Australian Government
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Central Coast
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We're stronger together



Gosford Regional Community Services Inc.

ABN 40 184 425 260

ACNC Registration 40 184 425 260

Incorporation No Y1332645

Charitable Fundraising Number 15306

Department of Education and Communities Provider No PR 00007166

Department of Education and Communities Service Provider No SE-00013740