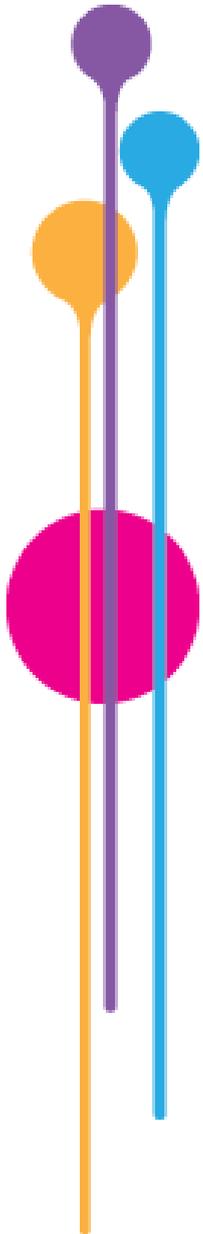


# ANNUAL REPORT

2018-19



GOSFORD REGIONAL  
COMMUNITY SERVICES

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[www.gosfordcommunity.org.au](http://www.gosfordcommunity.org.au) | PO Box 673 Gosford NSW 2250 | ABN 40 184 425 260

*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*

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### 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.

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### 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 25 permanent full, part-time & casual staff and has annual turnover of just over \$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"*

**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. 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.

**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 year's involvement in the Gosford High School P&C Association, is honorary solicitor for the Vietnam Veterans Keith Payne V.C. Hostel Ltd., 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 is active in the Lions Club organisation. 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. 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.

## EXECUTIVE TEAM

## 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, and has extensive experience working with people from diverse cultural backgrounds through roles with both Centrelink and the NSW Department of Education, and is 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 &amp; CHILDREN'S 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's team covers Out of School Hours Care and Personnel and includes:

Leigh-Anne Burkett	Eloise Martin	Luke Sweeney
Chayse Freyer	Kerrie Kemp	Renee Atkinson,
Dylan Brassington	Jenny Rechberger	Jess Bacon

## JILL GROSCHE: MANAGER SPECIAL PROJECTS AND SOCIAL INCLUSION

Jill joined the team in November 2018 to undertake the NDIS feasibility study and, has since moved into a broader role. Jill has many years' experience at Management Level in the Community Sector including Neighbourhood Centres and Disability Services and more recently was a Planner with the NDIS in both Canberra and Gosford. Jill's team covers Community Development, Facility Management, Community Greening and Cultural Directions and includes:

Lyn Martin	Julianne Johnson	Phil Medew
Deborah Allen	Chantal Moncelet	Gail Judzewitsch

## PROFESSIONAL DEVELOPMENT

Our philosophy is to encourage professional development across all areas of operations. Our staff bring a wealth of experience and their qualifications include Primary and Secondary Teaching Degrees, Certificates and Diplomas in Childcare, Community Services and Youth Work, with a number of staff currently enrolled in degree courses. We congratulated Eloise Martin on the completion of her Diploma in Early Childhood and Care in June 2019, six months before her completion due date. Most of our staff, and all who work in childcare, 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. A number of staff have completed training with Lifeline in Accidental Counselling, Mental Health First Aid and Suicide Awareness.

*Good leadership requires you to surround yourself with people of diverse perspectives who can disagree with you without fear of retaliation.*

## CHAIRPERSON'S REPORT

This will be my last Chairperson's Report, as I stand down as Chair of the Gosford Regional Community Services (GRCS) committee at this Annual General Meeting. I do so according to the rules – for good reason those rules call for a change of leadership every four years.

The work of GRCS goes from strength to strength each year. We continue to expand our commitment to the community and, at the same time, remain that local community voice.

This year we have made the decision to move into two new program areas and expanded an existing service. Our partnership with Wyong Neighbourhood Centre means that we have been able to extend our emergency relief supports to those in need in our community via the provision of food, transport and fuel vouchers. In January this year we were delighted to be able to transition the service provided by the Central Coast Multicultural Resource Centre. I thank the retiring Manager of that service, Ms Milka Roach, for her years of dedicated service to that program. The focus of the program moving forward will be on enhancing the provision of services to the early education sector. We have applied to become an approved NDIS provider for a limited area of support functions. The process is quite lengthy and includes two audit processes to get to the recommended stage. We hope to hear the outcome in late November.

I think that our service is a benchmark of the success of such services. This has been attained by a team of committee members, staff and volunteers working together. Our CEO, Kathy Sock, has been exemplary in her leadership role, and it is her ability and expertise that has led us to such success. The rest of the staff, from the office workers to the outside staff to the OSHC staff to the volunteers, have all played an important part in the delivery of this service.

I also acknowledge the work of the Board and thank Michael Daly, Susan Cleary, Jason Van Ritten, Helen Orchard and Rebecca Wild for their support. 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 wish the new office bearers of the board, and the board itself, the very best for the next year, and will continue to be a member of the board.

Vicki Scott

Chairperson 2015-2019

*“The Strength of the Team is each Individual Member.*

*The Strength of each Member is the Team”*

The 2019 year presented both challenges and opportunities for Gosford Regional Community Services. The challenges have been satisfactorily overcome, and the opportunities have seen the organisation extend the programs and supports available to our community.

We have successfully negotiated the changes to the Federal Government's Child Care Subsidy Scheme, reached broad agreement on new contractual arrangements with the State Government, extended our emergency relief services to the local community and taken on two new projects.

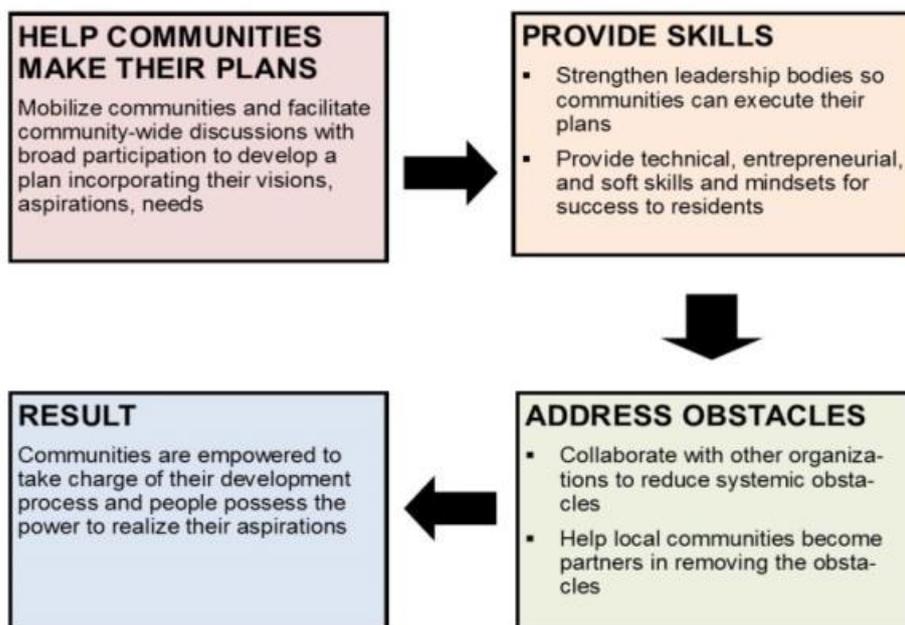
I have the pleasure of working with an enthusiastic and loyal team and am supported by a stable and committed Board of Management. I am privileged to work in an organisation that makes a difference to those in our community who need it most and to be a part of their lives even if only for a brief moment.

I believe the next few years will see the organisation continue to grow and deliver an increasing range of supports and services to our community. The communities in which we work are diverse. We have people from many different countries, across a wide age range and with very different life experiences. Their support for each other in times of misfortune is heart-warming and we are pleased to be able to contribute in some way.

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

*We listen. We provide information. We offer opportunities.*



## THE YEAR IN REVIEW

### GOVERNMENT PROGRAMS AND POLICIES

The long running review of the NSW Government's Family and Community Services, Community Builders' program continued through 2018-19 and was further delayed by the State election in March. With contracts due for renewal in 2020 there was real concern across the sector about what the review would deliver. We were pleased to hear, just after the end of the Financial Year, that the reform review is complete and new contracts will be entered into next year.

The roll out of the Federal Government's new Child Care Subsidy Scheme (CCSS) was extremely time consuming and difficult to implement. Over the first few months, the software interface with Government was being constantly reworked with little or no notification of those changes. As the data being provided was often modified after the normal billing period, we made the decision, at significant cost, to move to a payment in arrears system to reduce the negative impact of the implementation on families. I am delighted that the system is now working very well and the majority of families are better off financially under the new scheme. In January 2019, the service moved to Electronic Sign-In (ESI) with a seamless transition for families and staff. This was the final transition into the changes that were associated with CCSS. The 18 month long renovations at Our Lady of the Rosary were completed in June 2019 and have greatly enhanced the outdoor play opportunities for OSHC and reduced the number of children inside.

For a number of years GRCS has been able to offer limited financial relief via the Energy Accounts Payments Assistance (EAPA) program and the Work Development Order scheme. This was extended to the Telstra Bill Assistance Program and during 2019 we partnered with Wyong Neighbourhood Centre to offer further relief via food, fuel and transport vouchers. The demand for these supports continues to grow and is a reflection of the difficult financial circumstances many in our community face every day. We will continue to seek other avenues of support during the coming year.

### NEW PROGRAMS

#### CULTURAL DIRECTIONS

In 2018 we were approached by the Board and Executive of the Central Coast Children's Multicultural Resource Centre (CCMRC) to discuss whether or not GRCS would be interested in taking on the operations of that service. Funding for such a project is always an issue and with changing priorities and increasing obligations in regard to governance meant that the CCMRC needed a new home. There was a sense of predestination in this request given that the Wyoming Community Centre was the driving force behind the Central Coast Multicultural Project in the early 1990s and hosted that project here for over 10 years until it relocated to Bateau Bay in 2008.

After lengthy negotiations with the funding bodies, the agreement was signed in December 2018. The logistics of moving thousands of items organising storage, updating the cataloguing system, transferring operating and financial systems, while negotiating a new service delivery model was quite a challenge. However, that work is now complete and the service is fully operational with new programs being finalised to meet the new contracts which commence from 2020. We will be delivering quite innovative programs which will support early childhood educators to work with children and families from a range of diverse backgrounds. As our society becomes increasingly multiracial, multilingual, and multicultural, so too grows the need for educators' abilities to support children's development by instilling in them the tools they need to live together respectfully and stand up to prejudice. We believe these programs will be a valuable part of their toolkit.

## SOCIAL INCLUSION & NDIS

The Board made the decision in 2018 to undertake a feasibility study into whether an application to become a provider under the National Disability Insurance Scheme (NDIS) would be of benefit to the community. Ms Jill Grosche was engaged to undertake the study and the Board accepted her recommendation that an application be lodged. The process for approval is very lengthy and Ms Grosche was engaged to continue the work required. This included policy and program development, surveys and consultations. The application was lodged and approval granted to proceed. The next steps included engagement of an auditor who undertook a review of the proposal. The final application was lodged in September 2019 and the outcome anticipated by the end of the year.

In conjunction with that project Ms Grosche also developed a program titled "Think Local Act Personal". Funding was provided by Central Coast Council to pilot the program and the course was delivered in the first half of 2019. The program comprises a series of workshops to people who have been diagnosed with a moderate disability but who are not eligible for NDIS funding or similar government support programs. The program ran over a 12-week period and was extremely successful. It focussed on creating and maintaining friendship networks for participants and developing skills in identifying social boundaries, building healthy relationships, managing transport, accessing local resources and facilities e.g. libraries, community centres, sports facilities etc. Participants learnt how to identify common interests and how to develop those shared interests. This approach empowered participants to actively grow personal and social connections and thus strengthen community connection. The feedback from participants was extremely positive and further courses are planned. One participant used the knowledge gained to obtain volunteer work with our OSCH service which has led to a traineeship in childcare.

## CONTINUING PROGRAMS AND ACTIVITIES

Our Community Greening Program continues to grow and our partnership with Pacific Link Housing is ongoing. The Dunbar Way Community Garden was officially opened by Ms Liesl Tesch in October 2018 and is well supported by the local residents. We held a Children's Christmas Party at the Garden with a visit by Fire Truck Santa, Face Painting and the obligatory sausage sizzle. With funding under the Social Housing Infrastructure Fund we installed three murals in the Dunbar Way area.

We have also continued our partnership with Henry Kendall High School with two students undertaking work placements throughout the year in our Community Garden. One has continued to volunteer since leaving school and others who have undertaken work placements have gone on to obtain paid employment.

We were fortunate in obtaining a number of infrastructure grants from both the NSW and Federal Governments to deliver improvements to facilities at Point Clare and Wyoming. These grants saw the installation of water tanks, improved outdoor facilities and security systems at Point Clare; the replacement of the large room divider at Wyoming and installation of an Outdoor Kitchen including Pizza Oven. Bookings for both facilities remain steady.

We have continued to support both Wyoming Public School's Aboriginal Languages program and the Central Coast Aboriginal Artists group. Our staff participate in the Annual Naidoc Day events and two staff have been attending the Yarning Circle at Parklands.

Using funding under the Community Drug Action Team program, auspiced by the Alcohol & Drug Foundation, we have partnered with Red Cross to deliver the well-respected Save A Mate program in local high schools and community settings. The WOWA (Worn Out Wearable Art) program was a great success that culminated in a performance at the Lounge Room in October 2018. This program was funded under the Federal Government's Local Drug Action Team (LDAT) Program and was completed in partnership with Narara Valley High School and Wyong Neighbourhood Centre. The hard hitting performance focussed on the harmful effects of drugs.

*STRENGTHENING COMMUNITY CONNECTIONS TO SUPPORT VULNERABLE FAMILIES*

The overarching aim of the organisation is to build resilience and strengthen community capacity.

Resilience is the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress — such as family and relationship problems, serious health problems or workplace and financial stressors. It means "bouncing back" from difficult experiences. Research has shown that resilience is ordinary, not extraordinary. People commonly demonstrate resilience. Being resilient does not mean that a person doesn't experience difficulty or distress. Emotional pain and sadness are common in people who have suffered major adversity or trauma in their lives. In fact, the road to resilience is likely to involve considerable emotional distress. Resilience is not a trait that people either have or do not have. It involves behaviours, thoughts and actions that can be learned and developed in anyone.

So how do you build resilience? The key is to identify ways that are likely to work well for you as part of your own personal strategy for fostering resilience, for example:

- Make connections. Good relationships with close family members, friends or others are important. Accepting help and support from those who care about you and who will listen to you strengthens resilience. Some people find that being active in local groups or organisations provides social support and can help with reclaiming hope. Assisting others in their time of need also can benefit the helper.
- Avoid seeing crises as insurmountable problems. You can't change the fact that highly stressful events happen, but you can change how you interpret and respond to these events. Try looking beyond the present to how future circumstances may be a little better. Note any subtle ways in which you might already feel somewhat better as you deal with difficult situations.
- Accept that change is a part of living. Certain goals may no longer be attainable as a result of adverse situations. Accepting circumstances that cannot be changed can help you focus on circumstances that you can alter.
- Move toward your goals. Develop some realistic goals. Do something regularly — even if it seems like a small accomplishment — that enables you to move toward your goals. Instead of focusing on tasks that seem unachievable, ask yourself, "What's one thing I know I can accomplish today that helps me move in the direction I want to go?"
- Take decisive actions. Act on adverse situations as much as you can, rather than detaching completely from problems and stresses and wishing they would just go away.
- Look for opportunities for self-discovery. People often learn something about themselves and may find that they have grown in some respect as a result of their struggle with loss. Many people who have experienced tragedies and hardship have reported better relationships, greater sense of strength even while feeling vulnerable, increased sense of self-worth, a more developed spirituality and heightened appreciation for life.
- Nurture a positive view of yourself. Developing confidence in your ability to solve problems and trusting your instincts helps build resilience.
- Keep things in perspective. Even when facing very painful events, try to consider the stressful situation in a broader context and keep a long-term perspective. Avoid blowing the event out of proportion.
- Maintain a hopeful outlook. An optimistic outlook enables you to expect that good things will happen in your life. Try visualizing what you want, rather than worrying about what you fear.
- Take care of yourself. Pay attention to your own needs and feelings. Engage in activities that you enjoy and find relaxing. Exercise regularly. Taking care of yourself helps to keep your mind and body primed to deal with situations that require resilience.
- Additional ways of strengthening resilience may be helpful. For example, some people write about their deepest thoughts and feelings related to trauma or other stressful events in their life. Meditation and spiritual practices help some people build connections and restore hope.

# PART B: FINANCIAL SUMMARY

## 2018-19



*A full copy of the Audited Financial Statements will be available on the ACNC site.*



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**GOSFORD REGIONAL COMMUNITY CENTRE 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 Centre Inc for the year ended 30 June 2019.

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 Place Somersby NSW 2250  
 Dated 30th day of August 2019

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 under Professional Standards Legislation

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**GOSFORD REGIONAL COMMUNITY CENTRE INC**  
**ABN 40 184 425 260**  
**INDEPENDANT AUDITIOR'S REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2019**

To: The Members  
*Opinion*

I have audited the financial report of Gosford Regional Community Centre Inc, which comprises the income and expenditure statement, balance sheet as at 30 June 2019, 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 Centre 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 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 audited in accordance with Australian Auditing Standards. My responsibility under those standards are 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.

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#### *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.

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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

*Richard Collins*

Signed at: Unit 2 1 Sailfind Place Somersby, NSW, 2250  
Dated: 11th November, 2019

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## BALANCE SHEET

<b>CURRENT ASSETS</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash	93,585	98,934	129,811
Receivables	36,121	29,370	31,516
Other Current Assets	15,000		
<b>TOTAL CURRENT ASSETS</b>	<b>144,706</b>	<b>128,304</b>	<b>161,327</b>
<b>NON-CURRENT ASSETS</b>			
Property, Plant and Equipment	143,376	132,967	65,758
<b>TOTAL NON-CURRENT ASSETS</b>	<b>143,376</b>	<b>132,967</b>	<b>65,758</b>
<b>TOTAL ASSETS</b>	<b>288,081</b>	<b>261,271</b>	<b>227,086</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	72,606	89,970	89,226
Short-term Provisions	65,866	34,681	14,156
<b>TOTAL CURRENT LIABILITIES</b>	<b>138,472</b>	<b>124,651</b>	<b>103,382</b>
<b>NON-CURRENT LIABILITIES</b>			
Long-term Provisions	-	5,449	11,511
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>-</b>	<b>5,449</b>	<b>11,511</b>
<b>TOTAL LIABILITIES</b>	<b>138,472</b>	<b>130,100</b>	<b>114,893</b>
<b>NET ASSETS</b>	<b>149,610</b>	<b>131,171</b>	<b>112,2193</b>
<b>ACCUMULATED FUNDS &amp; RESERVES</b>			
Accumulated Funds	149,610	131,171	112,193
<b>TOTAL ACCUMULATED FUNDS &amp; RESERVES</b>	<b>149,610</b>	<b>131,171</b>	<b>112,193</b>

## STATEMENT OF CASH FLOWS

<b>Cash flows from operating activities</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Receipts from Grants	282,550	212,209	344,377
Receipts from other customers	673,865	628,304	552,998
Interest received	360	680	783
Payments to suppliers and employees (inclusive of goods and services tax)	(930,434)	(793,908)	(822,368)
Interest paid	-	-	(421)
<b>Net cash inflow (outflow) from operating activities</b>	<b>26,341</b>	<b>47,285</b>	<b>75,369</b>
<b>Cash flows from investing activities</b>			
Proceeds from sale of property, plant and equipment	-	-	15,000
Payments for property, plant and equipment	(31,690)	(78,162)	(56,032)
<b>Net cash inflow (outflow) from investing activities</b>	<b>(31,690)</b>	<b>(78,162)</b>	<b>(41,032)</b>
<b>Cash flows from financing activities</b>			
Repayment of borrowings	-	-	(8,200)
<b>Net cash inflow (outflow) from financing activities</b>	<b>-</b>	<b>-</b>	<b>(8,200)</b>
<b>Net changes in cash held</b>	<b>(5,439)</b>	<b>(30,877)</b>	<b>26,137</b>
Cash and cash equivalents at the beginning of the financial year	98,934	129,811	103,674
<b>Cash and cash equivalents at end of year</b>	<b>93,585</b>	<b>98,934</b>	<b>129,811</b>

## RETAINED EARNINGS

	<b>2019</b>	<b>2018</b>	<b>2017</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Balance at 1 July	131,172	112,193	82,413
Operating Surplus	18,438	18,979	29,780
<b>Balance at 30 June</b>	<b>149,610</b>	<b>131,171</b>	<b>112,193</b>

**STATEMENT OF PROFIT AND LOSS – INCOME**

<b>INCOME</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
		<b>\$</b>	<b>\$</b>
Federal Non-Recurrent	33,581	10,369	4,688
Grants (NSW) - Operating Recurrent	152,956	118,423	115,075
Grants (NSW) – Non-Recurrent	47,550	60,035	36,246
Grants (NSW) – Capital	2,500	-	-
Grants Local - Non Recurrent	28,890	9,465	2,400
Grants Local - Non Recurrent (Capital)	-	-	3,900
Commonwealth (LDAT)	-	-	10,000
Inclusion Support Subsidy	9,039	6,762	7,520
Work for the Dole Subsidy	18,212	30,659	111,428
Foundation for Rural, Regional Renewal	-	17,476	-
Other Grants	31,148	-	-
Westpac Foundation	-	-	10,000
Restart Wage Subsidy		-	-
Small Philanthropic		-	-
Newcastle Permanent Charitable Fund		-	-
Donations - Tax Deductible	-	-	60
Donations - Not Tax Deductible	-	1,304	292
Donations - Public Collections	-	150	-
Sale of Goods	1,428	1,129	2,017
Workshop Income	-	-	206
Fees/Charges Restricted OSHC	233,727	235,514	211,097
Fees/Charges Unrestricted OSHC	370,822	300,037	268,117
Equipment Levy OSCH	2,475	2,405	2,400
Other Surcharges OSCH	3,126	4,595	3,763
Membership Fees	0	311	520
Garden Membership	0	45	165
Contribution Motor Vehicle	11,960	13,400	-
Interest Received -Unrestricted	360	680	783
Rental Income	42,100	46,070	39,912
Commonwealth Traineeship Subsidies	-	-	587
Miscellaneous Income	0	3,720	5,992
Consultancy Income	14,980	-	10,000
<b>Total Income</b>	<b>1,004,855</b>	<b>862,550</b>	<b>847,167</b>

## STATEMENT OF PROFIT AND LOSS - EXPENSES

EXPENSES	2019 \$	2018 \$	2017 \$
Accounting/Bookkeeping	600	1,840	16,296
Advertising & Promotion	3,204	3,009	23,587
Assets Purchased < \$5,000	4,003	2,006	10,604
Auspice Sponsorship	6,622	11,100	5,350
Audit Fees	4,283	4,200	4,000
Bad Debts	613		
Bank Charges and Direct Debt Fees	4,078	4,068	4,105
Board and Governance Expenses	202	773	6,775
Capital Expenditure - Grant	8,445	-	5,113
Cleaning, Pest Control, Waste	12,380	15,086	12,317
Client Support Services	74,483	45,698	29,780
Client Support Consumables	39,930	25,756	34,684
Computer Operating Costs	4,918	7,172	5,963
Consultants	4,750	2,550	-
Depreciation Plant & Equipment	15,200	4,871	-
Depreciation Motor Vehicle	6,082	6,082	3,570
Equipment Hire	5,577	3,080	2,628
Fees & Permits	1,620	353	1,721
Fundraising Expenses	-	-	-
Health and Safety	1,946	4,174	4,539
Insurances	3,790	3,790	4,526
Interest Paid	-	-	421
IT Installation	3,700	1,187	-
Meeting & Miscellaneous Expenses	80	1,349	413
Membership Fees	2,428	2,255	4,572
Motor Vehicle Expenses	8,902	5,389	6,668
Postage, Printing & Stationery	4,510	6,064	5,094
Rent	3,874	3,452	3,373
Rates	3,633	7,546	4,076
Repairs & Maintenance	1,132	1,474	3,429
Annual Leave expense	51,892	39,613	34,016
Long Service Leave expense	14,887	5,449	4,000
Recruitment Expenses	375	-	997
Superannuation	54,282	56,404	48,871
Salaries	594,386	530,614	493,425
Workers Compensation Insurance	13,176	9,632	9,477
Security	1,506	713	2,430
Staff Amenities & Uniforms	1,572	2,055	1,218
Telephone, Fax and Internet	12,667	12,305	11,779
Staff Training	2,649	6,772	3,839
Mileage/Travel/Accommodation	753	1,637	396
Utilities	5,339	3,898	2,596
Volunteer Costs and Amenities	221	157	740
<b>Total Expenses</b>	<b>986,417</b>	<b>843,571</b>	<b>817,388</b>
<b>Net Surplus</b>	<b>18,438</b>	<b>18,979</b>	<b>29,780</b>



Australian Government  
Australian Taxation Office



Central Coast  
**CDAT**  
We're stronger together



The Royal  
BOTANIC GARDENS  
& Domain Trust



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