

# 2018 Annual Report

## Grandmother of the year award

**Presented by Liesel Tesch to Grandmother Kim Pemberton, who is the sole Carer for her 4 grandchildren**

We have worked together with Kim and her 4 grandchildren for the past 7 years, assisting her to find the supports she needs to take the best care of her grandchildren. Kim continues to do an amazing job and deserves this award.

We congratulate you Kim!



**From left to right: Anne Charlton, Jacquelynn Pearson, Kim Pemberton, Fiona Simpson, Jai Arora, Rosina Quigley-Bird, Iris Clay and Liesel Tesch**



## Our Vision

- Friendly, Caring, Safe and Connected Communities

## Core Values

- **Continuous Improvement**
  - KNC is committed to ongoing reviews and advancement of Staff and every aspect of its business.
- **Reliable & Safe**
  - KNC aims to provide an environment that is comfortable, protected and assured for all stakeholders.
- **Community Leadership**
  - KNC offers its communities – knowledge, assistance and direction
- **High Quality Services**
  - KNC aims to achieve success with every accreditation and measurement standard.

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## Agenda

<b>Date:</b>	Friday 19 October 2018
<b>Time:</b>	11.00am
<b>Place:</b>	Kariong Neighbourhood Centre

Item	Description	Responsible
1	Welcome and introductions	President
2	Welcome to country	Deb Bradshaw
3	Apologies	President
4	Acceptance of minutes of previous Annual General Meeting	President
5	President report	President
6	Centre Report and OOSH Report	Manager
7	Financial Report	Chairperson of the Finance committee
8	Acceptance of all reports	President
9	1. Election of Board of Management 2018 – 2019 2. Appointment of Auditor 2018 – 2019 3. Appointment of Public Officer 2018 -2019	Returning Officer
10	Presentation on Future Direction	New President
11	Meeting close - light refreshments	

## Minutes of Annual General Meeting 2017

Friday 20 October 2017

The meeting was opened by the President at 10.00am.

**Apologies:** (6)      **Present:** (21)

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The President welcomed all Members and Guests to the meeting.

The minutes of the Annual General Meeting held on Tuesday 11 October 2016 were read, and confirmed as true and accurate.

Moved: Iris Clay                      Seconded: Jenny Palmer

The President then presented his Annual Report.

As part of his report the President went on to explain to the meeting that two concerning issues that the Centre was dealing with in the previous two years had been resolved ie funding for Neighbourhood Centres, and also a Lease Agreement with Council.

The Centre had signed a new three funding agreement with the Department of Family and Community Services.

The Centre had signed a new five year Lease Agreement with the Central Coast Council.

The President thanked the Centre Manager, all Staff, Volunteers and Members for their endeavours over the past twelve months.

The Centre Manager presented her Annual Report and highlighted the many community development activities that took place at the Centre, together with a very successful OOSH (Out of School Hours) Service, catering for up to one hundred children each day. The Manager thanked the Board for guiding the Centre over the past twelve months.

The Bookkeeper presented the Annual Audited Financial Report.

There were no questions arising from any of these reports.

Motion to accept all three (3) reports.

Moved: Greg Hines                      Seconded: Thuy Godwin

These reports having been printed as the Kariang Neighbourhood Centre Annual Report, were provided to all Members and guests present.



The President then proceeded to hand over the Chair to Ainslie Whitburn, Coordinator, Community Development, Central Coast Council as Returning Officer for election of the 2017/2018 Board of Management.

The following positions were elected unopposed:

**KARIONG NEIGHBOURHOOD CENTRE- BOARD NOMINATIONS 2017/2018**

POSITION	NOMINEE	PROPOSED BY	SECONDED BY
PRESIDENT	Thomas Wilson	Iris Clay	Jenny Palmer
SECRETARY	Position Vacant	To be determined	at the November Board meeting
TREASURER	Iris Clay	Jenny Palmer	Thomas Wilson
ORDINARY MEMBER	Rose Quigley-Bird	Thomas Wilson	Iris Clay
ORDINARY MEMBER	Lauren Talbot	Greg Hines	Thomas Wilson
ORDINARY MEMBER	Kim Casey	Thomas Wilson	Iris Clay
ORDINARY MEMBER	Ron Thomsen	Rose Quigley- Bird	Thomas Wilson
ORDINARY MEMBER	Jenny Palmer	Thomas Wilson	Iris Clay

Appointment of Auditor:

The current Auditor Cooper & Collins (Central Coast) Pty. Ltd. Somersby is willing to continue to audit the books of the Kariong Neighbourhood Centre.

Appointment of Public Officer: the current Public Officer, Thomas Wilson, President, is willing to continue in that office.

## President's Report

### TO THE ANNUAL GENERAL MEETING 19 OCTOBER 2018

On behalf of the Board I would like to extend a warm welcome, in our 29th year, to all our Members, and also to our invited guests, who have joined us today.

The Kariong Neighbourhood Centre story all began in 1987 when the community of Kariong decided that a Neighbourhood Centre was needed to meet the needs of the growing number of families in the area.

The building was erected in 1989, by Gosford City Council.

The Centre has continued to thrive, and grow, along with the community of Kariong, thanks to the generous contribution of time, energy and commitment of many dedicated people in the years since its inception.

I will leave it to the Manager of the Centre to bring you up to date with our many and varied activities during the past twelve months.

The Board is very keen to have the efforts of our current Manager, Fiona Simpson, acknowledged here today as the person who has the day-to-day running of the Centre. Fiona continues to keep the Centre at a high level of activity, and excellence.

We also need to acknowledge the efforts of our OOSH team who continue to provide professional supervision for up to 75 young people every school day, and a variety of fascinating daily activities in their Vacation Care programs.

An important decision was made at the May 2018 Board meeting, when a new three year Strategic Plan was adopted. This will guide the Board through their decision making, with a clear view for the direction of the Centre. I must acknowledge the amount of time and effort of Board Member Ron Thomsen, in guiding the Board through this process.

Today three Board Members are standing down after lengthy periods at the Centre.

This is my last activity after nine years on the Board, originally as an Ordinary Member, then three years as Secretary, and the past four as President.

Iris Clay, as Treasurer is standing down after ten years, two years as Secretary, and the past eight years as Treasurer.

Jenny Palmer is standing down after three years as an Ordinary Member, and the past year as Secretary.

On behalf of Iris, Jenny and myself I would like to thank the many Board Members, Volunteers and Staff over all those years who have provided support to us to help make the Centre here a vibrant part of the Kariong community.

As we leave the Centre we are very aware that the new Board become the new guardians of the Kariong Neighbourhood Centre, with the responsibility to ensure the present level of excellence is maintained. We wish them well in all their future endeavours.

## Manager's Report

During the past 12 months a great deal of work has been done to ensure that the organisation is positioned to continue the great service our staff and volunteers provide to the community today and into the future. It has been a time of change and discovery, finding what we do well and what we need to do better.

The pressure is on us all to keep up to the highest standards under the Human Service and the Education Department, ensuring that we are compliant in all areas as well as providing a friendly and caring environment for all.

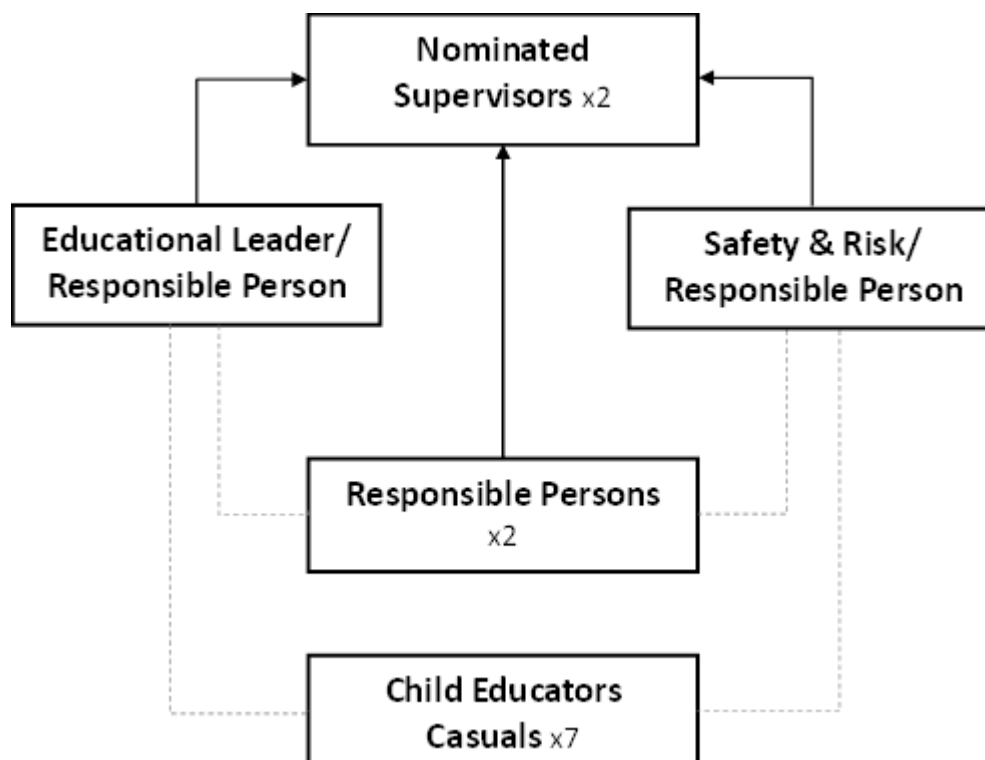
The Board determined that the organisation needed to tighten up in the areas of our financials and risk of senior roles not being transparent. They employed an HR consultant to advise them on the best way forward. After much deliberation the Board decided that a staff restructure was needed in our Out of Hours School Care Program.

I was set the task to staff restructure in February of this year, this was not an easy job and caused a lot of extra work for myself and the Board, but as a result we have a high standard of personnel with the desirable skill set which compliments the existing team and more refined business practices with sound financial models.

We now have two Nominated Supervisors – which allows for better transparency.

We have created 2 x Team Leader roles – Educational Leader and Safety and Risk.

These new positions ensure more collegial support.





The Board have put together a new 2018-2021 strategic plan.

We will be all working closely to achieve all of our goals.

#### STRATEGY A

- **Governance & Risk Management**

- KNC relies on good governance by Directors, through policies and procedures that support personnel, services and communities.

#### STRATEGY B

- **People & Culture**

- KNC seeks to have Staff and Volunteers with commitment, skills, and resources and who are passionate about meeting the needs of clients and the communities it serves.

#### STRATEGY C

- **Communities and Services**

- KNC seeks to achieve the highest recognised standards and reputation possible for a community-based organisation and for delivering sustainable, quality services to its communities.

The larger document is available on request.

We welcome 3 new Board members and are excited to be governed by some very talented and skilled individuals.

We want to thank and acknowledge the 3 Board members who are retiring from their roles on the Board – These individuals have given their time, skills and loyalty to the Kariong Neighbourhood Centre in a voluntary capacity and all deserve major recognition for their work.

Jenny Palmer has given 3 years of service and kept everyone real!

Iris Clay has given 10 years of service and has always made herself available to our centre, even when on Grandma duty.

Thomas Wilson for 9 years of service and for stepping up in every area of the centre when needed and for being my mentor.

You will all be dearly missed but we know we will still see you often at the centre, so it is not goodbye.

We have achieved a lot together over my eight years of service.

My dream has always been to create a transparent, vibrant, skilled and passionate team of staff who all work together to provide a friendly, caring all-inclusive environment for our children and community. I can say that we have achieved this; our team all work well together and have many different areas of expertise.

Many come from different educational backgrounds; have different life skills and diverse cultural backgrounds including; 2 indigenous, new Guinea, Vietnamese, Chinese, Samoan, New Zealand and English backgrounds. We take pride in our Anti-discrimination policy and follow the Equal Employment Opportunities regulations always.



**We encourage all our staff to attend Indigenous awareness training, Mental Health First Aid and Multicultural and Disability education.**

**This is Deb, Libby, Debbie and Shelly attending the Indigenous awareness training course.**

Our centre is always a hive of activities filled with laughter and compassion for others. Our Friendship and social inclusion groups are going from strength to strength, thank you to our wonderful facilitators – Janelle and Shelly.

We continue to meet the needs of our community in many varied ways, these include:

Family and Children's Early Intervention programs – which are funded by FACS;

Our Transition to School Program for 3-5 yr olds - "Little Big School"

Our Active playgroup continues to grow with on average of 15 parents and 28 children every day. The children and parents make wonderful friendships and learn new ways to play and learn. Both groups are facilitated by our wonderful Miss Lyn, who never seems to run out of energy and ideas.

We work in partnership with Central Coast Family Services to hold regular parenting courses including Triple P and Circle of Security throughout the year.

We also partner with Central Coast Health Department to provide an Early childcare clinic and new Mums and Bubs Support groups.

We are excited about our newest program, the "Wonderful Women's Group", which we established to provide women from Domestic Violence situations and/or those that are socially isolated a safe space to develop friendships and learn new skills. This group is sponsored by our local Wiseberry's RealEstate and the Bendigo Bank.

“Care 4 Kids” is a childcare service for 1-5 year olds developed to give parents and carers some respite – funded by Multicultural NSW.

All of our groups are facilitated by professional workers and we continue to work towards evidence based practice, by encouraging feedback and keeping lists of attendees and program notes.

We provide some case management for the most marginalised within our community, we are currently working with two grandparents as they have become fulltime carers for their grandchildren and are learning about the services available to them. One of our Grandparents has just been nominated as Grandmother of the year and won...

We still have all other groups running including; Health and Wellbeing groups and technology training for our seniors.

**Our statistics for this year are:**

- ✓ 3250 people access our groups and workshops every month
- ✓ We have 120 bookings in the centre every month, not including our OOSH program
- ✓ We coordinated 18 community activities/groups over the year
- ✓ We hand deliver 2500 Kariong Connections every month
- ✓ We had 123 members of the Kariong Neighbourhood Centre
- ✓ We have 20 Volunteers

**This year we received 4 grants to assists us to in our programs**

We received \$10, 000 from the Minister of Multiculturalism to set up and put together our Care 4 Kids program.

We received \$17,000 from the Premiers fund for Social inclusion – to develop a short film for young people called “Walk in my shoes” which was put together by our staff and children in OOSH working alongside Regional Youth Support Services and their youth to show how bullying can be stopped. We will have a formal showing for this next year.

We received \$800 from Carers NSW to fund our outings for our Over fifties friendship group.

We received \$2000 from Be Connected to assist the elderly and disabled to learn technology.



**Miss Lyn is always energetic, with amazing ideas to share with the children in our Playgroup and Little Big School.**





**LIESL TESCH MP  
MEMBER FOR GOSFORD**

**COMMUNITY RECOGNITION STATEMENT**

**15 MAY 2018**

**KARIONG NEIGHBOURHOOD CENTRE**

Wowee! There are just not enough minutes in the day for all the great work that Fiona and her team of staff and volunteers at Kariong Neighbourhood Centre need to do. They are amazing contributors to the community, providing a full, wraparound service to many families who are stretched to the limit. From the moment people walk through the doors, they are welcomed into a safe and friendly environment that promotes a sense of connected belonging. I was thrilled to see the very detailed 3D map of the whole community in the foyer. The team at Kariong Neighbourhood Centre provides an active playgroup, craft and chat group, Pilates for seniors, an over-50s friendship group, tai chi, yoga—the list goes on—as well as massively successful out-of-school-hours care, supporting many Kariong families who spend long days commuting to jobs in Sydney. It would be even better if community organisations could provide still more services to support people in Kariong that the community centre identifies have needs beyond its abilities. I thank those at the Kariong Neighbourhood Centre for all the love and positive energy they deliver to the community.

**Liesl Tesch MP**



## OOSH Report

We have had a fabulous year so far with many changes happening for our service.

We have welcomed many new educators to our team this year; namely - myself, Jacqui, Sandy, Deb, Anita, Libby, Shelly, Jessie-Lee and Rachel.

We bring with us many years of experience and professional qualifications within the childcare industry. Our team members come from a range of different backgrounds, ensuring a collaborative mix of new and old team members. We have spent the best part of the year learning to work together and continuing to provide the highest level of care we can.

This year has seen Kariong OOSH take part in many different experiences. The children were involved in the filming of an anti-bullying DVD called "Walk in my shoes." This experience provided a valuable learning opportunity and gave the group of children involved a unique insight into the filming and editing process.

Mars Food joined the service for a day of volunteer work and sponsored a lunch for the children and staff. They also very kindly donated Mars products and a new BBQ for the centre which was very well received. We hope to continue our partnership with Mars Food in the future.

**We were nominated as a best practice childcare service under the Bank of Goodwill and were successful.**

We received \$5,000 towards a short film created by Treehouse productions and funded by the Bank of Goodwill. They came out to the centre and filmed us for a community story, allowing us to talk about our role in the community, as well as the centre's long history and contributions to the residents of Kariong. This platform allowed us the opportunity to begin a conversation and raise awareness about inclusivity and access for all children in the community. We were honoured to be nominated and we are looking forward to seeing the end result.

We have purchased many new resources this year in an effort to provide a stimulating and challenging learning environment. Research tells us that an engaged child is a learning child. We strive to cater for all age groups and interests and this has led us to introduce a new senior's only zone. We aim to give the older children some responsibility and ownership over the space to develop their peer relationships and pursue a range of interests.

We offer a play-based learning facility and are receiving continued good feedback by offering a range of passive and active activities of an afternoon, allowing the group to make their own decisions about how and where they would like to engage or zone-out. We all know children require down-time after a busy day and we offer a range of activities to accommodate this.

Kariong OOSH is now a registered Sun-Safe service, meaning that our educators are actively planning for and are aware of UV rays day to day and do their best to protect our children's precious skin.

We are also a recognised Inclusive Service, an accolade that was awarded to us by KU Inclusion Agency. KU is the Inclusion Support Program for NSW whose role it is to support educators to include children with additional needs successfully within a service. We work closely with KU to ensure we are meeting the needs of all children in our service.

We are very proud of these achievements and these are a reflection of the ongoing improvement taking place behind the scenes, our commitment to transparency and our dedication to best practice.

### **Our Yearly Statistics**

We have had an influx of new enrolments. In February this year we had 177 children across 128 families, and today we have 243 children across 166 families.

Our Vacation Care capacity is close to 60 consistently each day.

Our after school care service is booked out on Tuesday and Thursdays, close to full Wednesdays and at 85% capacity each Monday and Friday.

We have started taking enrolments for next year and have begun a wait list for Tuesday, Wednesday and Thursday. We believe our numbers speak volumes about our centre and we would like to take a moment to thank the families in our service for their ongoing support and contributions to our service. We will continue going from strength to strength to become the industry leader on the coast.

We owe our success to our dedicated team and management, thank you for your support and guidance. We are excited to see what we can achieve next.

Thank you to our wonderful staff and families

Marina and Jacqui - Nominated Supervisors



Our new self-serve healthy afternoon tea option encourages independence and allows choice

## Financial Report

### Committee Declaration

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

In the opinion of the committee the financial report as set out on pages 3 to 10:

1. Presents a true and fair view of the financial position of Kariong Neighbourhood Centre Inc as at 30 June 2018 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Kariong Neighbourhood Centre Inc will be able to pay its debts as and when they fall due.
3. Comply with *Div 60* of the *ACNC Act*.

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

Chairperson - THOMAS WILSON

*Twilson*

Treasurer - IRIS CLAY

*Iris Clay*

Signed at: KARIONG

Dated: 4 OCTOBER 2018

KARIONG NEIGHBOURHOOD CENTRE INC  
ABN 25 223 500 618

## Detailed Income and Expenditure Statement

FOR THE YEAR ENDED 30TH JUNE 2018

INCOME	2018 (\$)	2017 (\$)
<b>Grants</b>		
Federal - Recurrent	263,178	324,604
Grants (NSW) - Operating Recurrent	97,815	94,701
Grants (NSW) - Non Recurrent	39,191	12,924
Grants Local - Non Recurrent	-	-
Grants Local - Non Recurrent (Capital)	-	-
<b>Grants Other</b>		
Commonwealth Subsidy LDAT	-	-
Inclusion Support Subsidy	-	-
NSW CDAT Subsidy	-	-
<b>Fundraising Contributions</b>		
Donations - Public Collections	305	352
Fundraising	2,404	1,404
<b>Trading/Operations Activities</b>		
Administration Fee	257	1,650
Fees/Charges OOSH/Vocation Care	357,973	344,002
Membership Fees	714	1,793
<b>Other Income</b>		
Interest Received -Unrestricted	3,539	3,146
<b>Rental Income</b>		
Rental Income	29,583	30,159
<b>Other Sundry Income</b>		
Advertising	11,745	11,109
Training Income	3,091	6,700
Miscellaneous Income	5,879	603
<b>Total Income</b>	<b>815,675</b>	<b>833,147</b>



**KARIONG NEIGHBOURHOOD CENTRE INC**  
**ABN 25 223 500 618**

**Detailed Income and Expenditure Statement**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

<b>EXPENSES</b>	<b>2018 (\$)</b>	<b>2017 (\$)</b>
Advertising	4,705	-
Accounting/Bookkeeping	4,325	2,800
Audit Fees		
Bad Debts	1,147	1,748
Bank Charges, Merchant Fees	1,136	1,658
Board and Governance Expenses	957	737
Cleaning, Pest Control, Waste	16,544	17,657
Computer Operating Costs		1,998
Connection Delivery	3,000	2,643
Contractors	19,321	-
Debt Collection	350	180
Depreciation Equipment		11,100
Depreciation Leasehold Improvements		11,227
Electricity	6,468	4,960
Equipment & Resources	6,141	5,909
First Aide and Hygiene	1,021	-
Fixed Asset Write Off	134,652	
Food	10,305	9,705
Freight	139	-
Fundraising expense	1,411	-
Grant monies expended		3,640
Group Costs	2,769	3,338
Insurances	5,540	5,370
Interest Paid	68	7
IT Support	9,095	-
Low Cost Assets		426
Office Supplies	6,684	8,931
OOSH Vacation Care	29,033	30,413
Photocopier costs	11,276	12,437
Postage Expenses		104
Rent on Land and Buildings	2,341	1,933
Rates and Water	2,445	3,647
Repairs & Maintenance	4,418	6,358

(Table continued on following page)

**KARIONG NEIGHBOURHOOD CENTRE INC**  
**ABN 25 223 500 618**

**Detailed Income and Expenditure Statement**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

<b>EXPENSES (continued)</b>	<b>2018 (\$)</b>	<b>2017 (\$)</b>
<b>Salaries &amp; Wages Expenses</b>		
Annual Leave expense	(5,374)	(3,491)
Long Service Leave expense	(8,330)	7,243
Recruitment Expenses		
Superannuation	58,644	44,779
Salaries	637,744	494,181
Workers Compensation Insurance	10,426	7,897
Staff Assistance Scheme	323	-
Staff Amenities	1,064	765
Staff Training	4,157	10,687
Subscriptions	6,006	4,027
Telephone	5,430	4,530
Training, Groups, Events	3,521	-
Uniforms	800	741
Unexpended Grant	15,647	-
Venue Hire	300	-
<b>Total Expenses</b>	<b>1,015,649</b>	<b>720,285</b>
<b>Net Surplus</b>	<b>(199,975)</b>	<b>112,862</b>

**KARIONG NEIGHBOURHOOD CENTRE INC**  
**ABN 25 223 500 618**

**Balance Sheet**

**AS AT 30TH JUNE 2018**

	<b>2018 (\$)</b>	<b>2017 (\$)</b>
<b>CURRENT ASSETS</b>		
Cash	<b>274,692</b>	335,279
Receivables	<b>8,184</b>	5,899
Other Current Assets	<b>6,057</b>	-
<b>TOTAL CURRENT ASSETS</b>	<b>288,934</b>	341,178
<b>NON-CURRENT ASSETS</b>		
Property, Plant and Equipment	-	121,155
<b>TOTAL NON-CURRENT ASSETS</b>	-	121,155
<b>TOTAL ASSETS</b>	<b>288,934</b>	462,333
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables	<b>53,783</b>	13,504
Short-term Provisions	<b>17,865</b>	23,239
<b>TOTAL CURRENT LIABILITIES</b>	<b>71,648</b>	36,743
<b>NON-CURRENT LIABILITIES</b>		
Long-term Provisions	<b>19,590</b>	27,920
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>19,590</b>	27,920
<b>TOTAL LIABILITIES</b>	<b>91,238</b>	64,662
<b>NET ASSETS</b>	<b>197,696</b>	397,671
<b>ACCUMULATED FUNDS &amp; RESERVES</b>		
Accumulated Funds	<b>197,696</b>	397,671
<b>TOTAL ACCUMULATED FUNDS &amp; RESERVES</b>	<b>197,696</b>	397,671

KARIONG NEIGHBOURHOOD CENTRE INC  
ABN 25 223 500 618

## Statement of Cash Flows

FOR THE YEAR ENDED 30TH JUNE 2018

	2018 (\$)	2017 (\$)
<b>Cash flows from operating activities</b>		
Receipts from Grants	121,852	107,748
Receipts from other customers	703,437	867,613
Interest received	3,539	3,146
Payments to suppliers and employees (inclusive of goods and services tax)	(875,918)	(817,615)
Interest paid		
<b>Net cash inflow (outflow) from operating activities</b>	<b>(47,090)</b>	<b>160,892</b>
<b>Cash flows from investing activities</b>		
Payments for Assets available for sale	-	-
Proceeds from sale of property, plant and equipment		-
Payments for property, plant and equipment	(13,497)	(6,683)
<b>Net cash inflow (outflow) from investing activities</b>	<b>(13,497)</b>	<b>(6,683)</b>
<b>Cash flows from financing activities</b>		
Proceeds from borrowings	-	-
Repayment of borrowings	-	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>-</b>	<b>-</b>
<b>Net changes in cash held</b>	<b>(60,587)</b>	<b>154,209</b>
Cash and cash equivalents at the beginning of the financial year	335,279	181,070
<b>Cash and cash equivalents at end of year</b>	<b>274,692</b>	<b>335,279</b>

## Auditor's Report



Chartered Accountants  
ABN 81 131 658 323  
Telephone: 0419 592 467  
Email: [gordon@fourcs.net.au](mailto:gordon@fourcs.net.au)  
[richard@fourcs.net.au](mailto:richard@fourcs.net.au)  
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**KARIONG NEIGHBOURHOOD CENTRE INC**  
**ABN 25 223 500 618**  
**INDEPENDANT AUDITOR'S REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2018**

To: The Members  
*Opinion*

I have audited the financial report of Kariong Neighbourhood Centre 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 Kariong Neighbourhood 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 audit 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.





### *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.

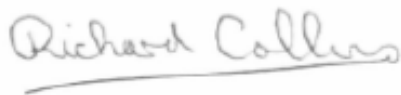
As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- 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 Saifind Close Somersby, NSW, 2250  
Dated: 4th October, 2018



## Thank you to our supporters

**FACHSIA** - Danny Whitbread CPO for the Community Builders funding to provide our community activities.

**Central Coast Council** - for the new lease and the affordable rent of the building and the grants we have received over the past 12 months.

**Liesel Tesch**

**Wiseberry Real Estate and Bendigo Bank** – for sponsoring our Wonderful Women's Group

**Central Coast Family Services** – for putting on the parenting courses

**RYSS** - for working with us on the Anti Bullying DVD

### Thank you to our community room hirers

Central Coast Evangelical Church, Central Coast Health, Directions Health, CC Fly Rodders, Your Temple Pilates, Tai Chi Association, Weight Watchers, Ukulele Workshop, Art & Craft Group, Playgroups, TOFFS, Karing Labor Party, Little Big School, Women's Support Circle, Karing Football Club, Central Coast Community Council, Sands Australia, Corina Jones Yoga.

### Thank you to all the staff here at KNC

Fiona Simpson – Manager, Sue Williams, Nguyen Nguyen, Debbie Burgis – Reception and Administration, Kurt Melville – Admin/Finance Assistant, Gay Peters – Bookkeeper, Marina Bosworth and Jacqui Pearson – Nominated Supervisors, Deb Bradshaw – Education Leader, Sandy Taylor – Risk and Safety, Lavenia Crane and Bek Roe – Responsible Persons, Shelly Robinson, Catarina Barbaro, Tamara Rhodes, Michelle Richards, Charlotte Zoro – Child Care Educators and Lyn Mar – Transition to School and Playgroup Coordinator.

### Thank you to our 20 wonderful volunteers

Where would we be without our wonderful Volunteers that continue to give their skills and time;

**Our current Board** – Tom Wilson, Iris Clay, Jenny Palmer, Rosina Quigley -Bird, Lauren Talbot, Kim Casey, and Ron Thomsen.

Pat Masters – for working Admin and with mums groups, Kamil Brozka, Mike Henderson and now Bernie Smith – for providing maintenance assistance, Janelle Graham – for facilitating the Over Fifties Friendship Group, Grace, Candice, Elizabeth, Debbie, and Kerry – for working in Administration, Rose – for assisting us with our graphic design work, Cianne for helping out in playgroup, and Kerry for coordinating our computer lessons for seniors (through our Be Connected program).