



2019 - 2020 ANNUAL REPORT

Annual Report

Background

Community Southwest began in 2004 as an informal alliance under a memorandum of understanding between seven of the current core members. Initial activities consisted of the chief executive officers group and business managers group meeting on a regular basis to discuss best practice and to share ideas and network.

In 2005 the Victorian Department of Human Services (DHS) through the Community Sector Investment Fund (CSIF), set about funding Community Sector Organisations (CSO's) that were able to develop a program that would result in demonstrable cost savings to CSO members. Community Southwest was successful with its submission and received funding for the employment of a project manager and the creation of a website. This was a success and led to members benefiting from a variety of programs while also testing the concept of a collaborative community sector organisation.

The funding from DHS ceased at the end of 2006 and a decision was made by the core members to employ the project manager on an ongoing basis. The cost of the project manager and any ongoing programs were to be funded by members. In 2007 Community Southwest members built upon the existing programs while at the same time exploring potential opportunities for interagency collaboration and regional-wide programs. One outcome of this strategy was the hosting of a not-for-profit conference in Warrnambool during February 2008. The conference was designed to provide professional development training to those in the not-for-profit sector, to bring the latest and the best information to the region and to provide a spring board for moving the Community Southwest alliance into a leadership role in fostering and facilitating collaboration in service delivery, community action and community advocacy throughout south west Victoria.

In August 2007 a decision was made by Community Southwest to seek registrations under the Corporations Act and to open membership to other organisations within the region.

Community Southwest has operated as an incorporated association from January 2014. This structure more accurately represents the membership of the alliance and is consistent with the goals of a collaborative community sector organisation.

Overview

Community Southwest is an alliance of incorporated non-government not-for-profit organisations that are based in south west Victoria and have a member elected committee of governance or board of directors. Any organisation conforming to these criteria are eligible to apply for membership of Community Southwest.

Community Southwest members seek to improve services, share resources, improve workplace opportunities and develop shared planning approaches for all members of the alliance. They strive to create improved working relationships between member organisations, a voice for the people served by members as well as an enhancement in social wellbeing of the people served by our members. Community Southwest and its members are active participants in helping to create and develop a healthy and sustainable community within south west Victoria.

Community Southwest members collaborate at strategic, operational and administrative levels to improve delivery of services to the community. Community Southwest and its member organisations will be active participants in the provision of health and wellbeing education and social inclusion initiatives that contribute to a vibrant and sustainable community.

Community Southwest members operate independently and key strategic relationships are forged to the benefit of the alliance and the community.

Mission: "To strengthen the capacity and viability of Community Southwest members achieve their mission in the community"

The Board comprises:	Chair	Geoff Soma
	Deputy Chair	Kerry Nelson
	Treasurer	David Brown
	Secretary	Executive Officer

Membership of Community Southwest comprises the following 15 organisations:

- 3WAYFM
- Brophy Family & Youth Services
- Coinda
- Emma House Domestic Violence Services
- Kyeema Support Services
- Lyndoch Living
- Mpower
- Mulleraterong
- South West Credit
- South West Local Learning and Employment Network
- Southern Stay Residential Services
- Western District Employment Access
- Women's Health & Wellbeing – Barwon South West
- Worn Gundidj
- Western Region Alcohol and Drug

Chair's and Executive Officer's Report

As I write this report Victoria has enacted a state of disaster to deal with the effects of the coronavirus pandemic. Paraphrasing Dickens; it is the worst of times, it is the age of lockdown, it is the age of social isolation and physical distancing, it is the epoch of face masks, it is the winter of despair and it is the spring of hope.

The community services sector has not been affected as severely compared to others during the pandemic. Organisations have continued to receive funding for service delivery and employees have been retained. Disadvantaged and vulnerable members of our community have been more isolated and unable to access all their normal services but every effort has been made to engage and meet their needs.

Community Southwest members have placed their staff and clients at the forefront of all their actions. Organisations have implemented physical distancing, rostering, personal protective equipment and COVID 19 free workplaces. They have strived to provide the full range of services to their clients within this safe environment.

Peter Schneider, Chief Executive Officer, Warrnambool City Council the guest speaker at our annual general meeting presented an informative discussion on his experiences working in the local government and the private sectors. Peter is optimistic for future of Warrnambool City Council and the Great South Coast region, which is supported by the very positive results from the liveability survey which showed the region, has strong attributes as a good place to live.

Community Southwest maintains a regular presence on 3WAYFM Great Ocean Radio. John MacInnes's program provides an opportunity to discuss initiatives, upcoming events and topics relevant to the community service sector.

The alliance initiated membership with the Our Community group, which provides advice, connections, training and tools for people and organisations working to build stronger communities. Members of the group are focused in the areas of not-for-profit organisations and social enterprises.

This membership will also provide access to a suite of policies and procedures tailored to not for profit community service organisations. Pertinent information on policies and procedures has been circulated concerning Whistleblowers and Pandemics.

Community Southwest also retains membership of Victorian Council of Social Services. Both these organisations provide a state-wide perspective and resources to strengthen the capacity and viability of Community Southwest members achieve their mission in the community.

Community Southwest acknowledges the efforts of Sinclair Wilson who provide the audit of our accounts on a pro bono basis. The alliance is very appreciative of the efforts of the audit partner Felicity Melican and her team to provide these professional services.

Financial performance for the year showed a loss for the year. This was an expected result due to Community Southwest being the auspice agency for the regional disability and aged care sectors workforce needs analysis and action plan. The project received funding during the previous year and this surplus was carried over as expenditure for the 2020 financial year.

Net assets decreased to \$83,000 due to the loss of \$54,000 at the end of the 2020 financial year. The audited financial statements have been included in this report.

Achievements

Partnerships

Regional Disability Sector Workforce Needs

The project is a joint initiative involving Community Southwest, Great South Coast Regional partnership, Regional Development of Victoria, Department of Health and Human Services, Department of Education and Training and the Office of the Victorian Skills Commissioner. This project evaluated the current and future workforce needs of the region's disability and aged care sectors as well as targeting population retention and attraction to counter the region's population loss.

Initially a range of representatives from the community sector, health, education and government discussed trends, issues and current activities occurring in the Great South Coast region to support workforce development in the health, disability and ageing sectors. A Project Control Group was formed, which comprised four members of CSW; Kerry Nelson, Chair, Janice Harris, Tom Scarborough and the Executive Officer.

The Workforce Needs Analysis and Action Plan arising from these discussions included:

- Analysis of current and forecasted GSC disability sector workforce and skills shortages
- Review of available locally based disability sector training and its gaps, and the way forward to address the deficiencies
- Development of a communications and population attraction plan to raise awareness of the regional disability and aged care sectors as a career of choice for local jobseekers, metropolitan-based population as well as the region's young people.

Mick White former CEO of WDEA is worked on the project and assisted discussions with key stakeholders in the region to collate strategic information that will achieve a sustainable workforce. Staff surveys distributed to ascertain job satisfaction and opinions on the likelihood of remaining in the industry. Roundtable discussions with key stakeholders occurred in Warrnambool and Hamilton to collate innovative ideas and strategic information that will achieve a sustainable workforce.

Shortage of skilled people in the disability and aged care sectors and shortage of labour supply to the Great South Coast are the two major drivers for this project. The two sectors are significant to the Great South Coast region and are large employers and drive significant economic value.

COVID 19 Pandemic may provide employment opportunities for the sector due to the growth profile of the industry and the security of employment tenure with the ongoing roll out of the legislated National Disability Insurance Scheme (NDIS). The workforce needs analysis survey highlighted that current employees have a strong affinity with the sector and are keen to remain working for their current employees.

A lack of skilled workforce with limited capability to lead, innovate and deliver will impact on the development and sustainability of the sector. A long term regional problem is a lack of skilled and available workforce, and is competing with increased demand from other industries particularly retail, tourism and agriculture. Increased demand from the NDIS rollout is forecast to increase workforce demand by up to 40% by 2025.

Fragile X Syndrome

Fragile X Syndrome Workshop held in November at the Camperdown Football Netball Club. The audience included parents, carers, support workers and allied health workers. The Fragile X Association of Australia supported the workshop and provided resources for the day. Wannon Water and Terang Community Op Shop provided grants, enabling the seminar to be run at a minimal cost for families and carers with modest fees for health professionals.

Fragile X syndrome is a genetic condition that causes a range of developmental problems including learning disabilities and cognitive impairment. Incidence occurs across the region with higher incidences in the Terang and Colac areas.

Five health professionals with experience in the disability sector working in the areas of psychology, occupational therapy, speech pathology, optometry and medicine and pharmacy delivered the workshop. The presenters worked well as a team and ensured the day flowed smoothly and engaged their audience.

Participants were able to identify appropriate programs and activities based on specialist advice. They could deliver holistic care programs for their clients. The training was also well suited to working with autism and intellectual disability.

One of the current issues is improving diagnosis of Fragile X Syndrome. Individuals can go through their whole lives undiagnosed and are classified as with an intellectual disability. Accurate diagnosis for Fragile X utilising DNA testing is available. Confirmation of Fragile X enables disability support workers and allied health professionals to develop a care program which will optimise the potential achievements for their clients.

Attendees provided feedback that the content of the training is very relevant to the challenges they are experiencing in the workplace.

Jobs Fairs

Gunditjmara Aboriginal Cooperative delivered a series of activities to deliver economic benefit opportunities for Aboriginal people across the region. The four activities cover the topics of Education to Employment, Regional Economic Forum, Self-Employment and Jobs Fair.

Gunditjmara hosted a Jobs Fair to provide advice and guidance for young people seeking employment and careers. CSW supported the initiative to increase employment opportunities for Aboriginal job seekers and increase participation in the workplace with involvement in the four activities.

Thirty businesses, registered training organisations and service providers from across Western Victoria came together for a Jobs Fair at Dennington, due to the closure of the Fonterra factory. Jointly hosted by Fonterra Dennington and Jobs Victoria, the Fair aimed to connect Dennington workers with local employers searching for new staff. CSW supported the Jobs Fair to enable workers explore career opportunities in the community service sector.

Wannon Water Computers and Office Furniture

Wannon Water donated 70 personal computers and monitors to CSW. The computers were widely distributed through the community to people from disadvantaged backgrounds. This is an ongoing commitment from Wannon Water to build on community relationships and working with residents, communities and businesses to achieve buoyant, healthy and connected communities.

Wannon Water also provided work desks and filing cabinets for use by CSW members.

Barwon Southwest Climate Adaptation Project

The Barwon Southwest Climate Adaptation Project is being facilitated by Department of Environment, Land, Water and Planning (DELWP). The project is in response to the Victorian Government Climate Action Plan and focuses on developing partnerships to achieve regional actions to minimise the risks of climate change.

Community Southwest engaged with the project to initiate a proposal including both advocacy and adaptation focusing on vulnerable people. Actions could include assistance to provide climate proofing housing, deliver home upgrades, reducing the carbon footprint and accessing cheaper energy sources. There is also a need to advocate for renters with both real estate agencies and landlords. Tenants have little funding or capacity to ameliorate the effects of climate change in their rental properties.

COVID on Line Forums SWPCP

Working with the South West Primary Care Partnership, Community Southwest initiated a series of online forums to engage with the sector at the start of the COVID 19 pandemic.

Discussions focussed on the current and emerging critical issues being faced by health, community services and local government agencies in how they maintain their current services and business models, while maintaining the safety of their staff, and continue to provide essential services to vulnerable people.

Issues raised included potential infection in the aged, mental health and disability sectors. Social connection and the mental health of vulnerable clients would be impacted by the scaling back of services to minimise workforce infection. Essential services such as meals on wheels and Foodshare could face reductions in volunteer numbers.

Community Southwest has active representation and engagement with the South West Primary Care Partnership. This partnership ensures that the alliance is informed of and contributing to projects which address issues of disadvantage.

Acknowledgement

Community Southwest would like to thank those organisations and individuals that have provided important services to our member organisations throughout the year.

Special thanks go to:

Brophy Family & Youth Services – Provision of Community Southwest office facilities

South West Credit – Provision of banking services to Community Southwest

Felicity Melican – Sinclair Wilson

Tanya Egan – Great South Coast Regional Partnership

Gavan Cooper & Catriona Hardiman – Human Resources

Mark Brennan – South West Primary Care Partnership

Andrew Jeffers – Wannon Water

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2020

	Notes	2020 \$	2019 \$
REVENUE			
Conference & Seminars		13,457	114,886
Membership		45,247	42,677
Interest		2,725	1,197
Disability Workforce Plan		80,000	100,000
		<u>141,429</u>	<u>258,760</u>
EXPENDITURE			
Administration		52,463	51,455
Conference & Seminars		10,519	110,410
Insurance		876	810
Disability Workforce Plan		132,178	5,983
		<u>196,036</u>	<u>168,658</u>
TOTAL COMPREHENSIVE (DEFICIT)/SURPLUS			
ATTRIBUTABLE TO MEMBERS			
		<u>(54,607)</u>	<u>90,102</u>

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 JUNE 2020

	Notes	2020 \$	2019 \$
ASSETS			
Cash and Cash Equivalents	2	75,724	145,479
Trade and Other Receivables	3	1,247	997
Shares (SWCU)		10	10
TOTAL ASSETS		<u>76,981</u>	<u>146,486</u>
LIABILITIES			
Trade Payables	4	(6,209)	8,689
TOTAL LIABILITIES		<u>(6,209)</u>	<u>8,689</u>
NET ASSETS		<u>83,190</u>	<u>137,797</u>
EQUITY			
Retained profits		<u>83,190</u>	<u>137,797</u>
TOTAL EQUITY		<u>83,190</u>	<u>137,797</u>

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2020

	Notes	Retained Earnings	Total
		\$	\$
Balance at 1 July 2018		47,695	47,695
Profit attributable		90,102	90,102
Transfers to and from reserves		-	-
Balance at 30 June 2019		<u>137,797</u>	<u>137,797</u>
Profit attributable		(54,607)	(54,607)
Transfers to and from reserves		-	-
Balance at 30 June 2020		<u>83,190</u>	<u>(54,607)</u>

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020

	Notes	2020	2019
		\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments to suppliers		(210,934)	(159,969)
Receipts of grants, donations and other income		141,179	260,937
		<hr/>	<hr/>
NET CASH FLOW FROM OPERATING ACTIVITIES	9	(69,755)	100,968
		<hr/>	<hr/>
Net increase/(decrease) in cash held		(69,755)	100,968
		<hr/>	<hr/>
Cash at beginning of the financial year		145,479	44,511
		<hr/>	<hr/>
CASH AT THE END OF THE FINANCIAL YEAR	2	75,724	145,479
		<hr/> <hr/>	<hr/> <hr/>

COMMUNITY SOUTHWEST INCORPORATED

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act (Vic) 2012. The Committee has determined that the Association is not a reporting entity.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values, except where specifically stated, current valuations of non current assets.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

Accounting Policies

a. Income Tax

The organisation is exempt from income tax under Division 50 – Exempt Entities, *section 50-10 Community Service, of the Income Tax Assessment Act 1997.*

b. Comparative Figures

Where required by Accounting Standards comparative figures have been adjusted to conform with changes in presentation for the current financial year.

c. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits at call with banks and other short term highly liquid investments with original maturities of three months or less.

d. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the ATO. Receivables and payables in the Balance Sheet are shown inclusive of GST.

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 30 June 2020

	2020	2019
	\$	\$
2. CASH AND CASH EQUIVALENTS		
Cash at bank	11,802	4,282
Term Deposit	63,922	141,197
	<u>75,724</u>	<u>145,479</u>
Reconciliation of Cash:		
Cash and cash equivalents	<u>75,724</u>	<u>145,479</u>
3. TRADE AND OTHER RECEIVABLES		
Current:		
Trade receivables	<u>1,247</u>	<u>997</u>
4. TRADE AND OTHER PAYABLES		
Current:		
GST Payable to ATO	<u>(6,209)</u>	<u>8,689</u>

5. DIRECTORS' REMUNERATION

No Director Fees were paid during the 2020 financial year. Any services provided to the Association by any Non- Executive Director have been provided on a pro-bono basis and as such no Non- Executive Director has received an amount from the Association for services provided.

6. CONTINGENT LIABILITIES AND CREDIT COMMITMENTS

The Board do not believe any contingent liabilities or credit commitments existed at balance date.

COMMUNITY SOUTHWEST INCORPORATED

ABN 11 621 726 202

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 30 June 2020

7. EMPLOYEE PROVISIONS

Employee entitlements are auspiced through WRAD with any employee provisions accounted for within WRAD and invoiced to Community Southwest Incorporated at the time of utilisation by the employee.

8. EVENTS AFTER BALANCE SHEET DATE

Subject to the impact that may result from the Covid-19 pandemic, including, but not limited to the organisation's operations and financial position in 2021 and future years, the Board is not aware of any events which have occurred subsequent to balance date which would materially affect the financial statements prepared for the year ended at 30 June, 2020.

	\$	\$
9. CASH FLOW INFORMATION		
Reconciliation of Cash Flow from Operations with Profit		
Profit from ordinary activities after income tax	(54,607)	90,102
Changes in assets and liabilities:		
(Increase)/Decrease in Receivables	(250)	2,177
Increase/(Decrease) in Payables	<u>(14,898)</u>	<u>8,689</u>
Cash flows provided by operating activities	<u><u>(69,755)</u></u>	<u><u>100,968</u></u>

COMMUNITY SOUTHWEST INCORPORATED
ABN 11 621 726 202

COMMITTEE DECLARATION

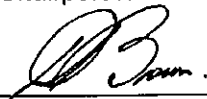
We being members of the Committee of the Community Southwest Incorporated certify that:

1. The Statements attached to this declaration give a true and fair view of the financial position of Community Southwest Incorporated during and at the end of the financial year of the Association ending 30 June 2020.
2. Community Southwest Incorporated is able to pay its debts as and when they fall due.

Signed: 

Name: GEOFF SOMA

Position: Chairperson

Signed: 

Name: DAVID BROWN

Position: Board Member

Dated: 29/9/20

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
COMMUNITY SOUTHWEST INC**

Opinion

We have Audited the financial report of Community Southwest Inc, which comprises the statement of financial position as at 30 June 2020, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Committee's declaration.

In our opinion the accompanying financial report gives a true and fair view, in all material respects, of the financial position of Community Southwest Inc as at 30 June 2020, of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the *Associations Incorporation Reform Act 2012*.

Basis for Opinion

We conducted our Audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the *Audit of the Financial Report* section of our report. We are independent of the entity in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to our Audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the Audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 Community Southwest Inc's financial reporting responsibilities under the *Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Our Offices:

Warrnambool
Casterton

Colac
Mortlake

Hamilton
Port Fairy

Mount Gambier
Terang

Camperdown
Timboon

Responsibility of the Committee and Those Charged with Governance for the Financial Report

The Committee of the Community Southwest Inc 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 Reform Act 2012 and 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 Community Southwest Inc'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 Community Southwest Inc or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are 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 our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an Audit conducted in accordance with the 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 the financial report.

As part of an Audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the Audit. We 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 our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the Audit in order to design Audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Community Southwest Inc's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the 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 Community Southwest Inc's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the Audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause Community Southwest Inc 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.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the Audit and significant Audit findings, including any significant deficiencies in internal control that we identify during our Audit.



**FELICITY MELICAN
PRINCIPAL**

Dated this 7 October, 2020

257 Timor Street
Warrnambool VIC 3280

