



CHELSEA COMMUNITY SUPPORT SERVICES INC

41st ANNUAL REPORT 2017 - 2018

“REACHING OUT TO THE COMMUNITY”



**PROUDLY
SUPPORTED BY**



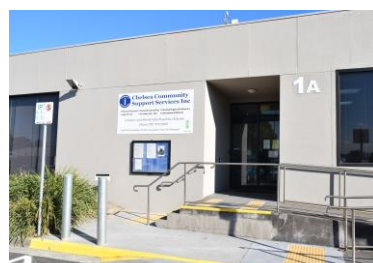
Supported by
Commonwealth
Department of
Social Services

Chelsea Community Support Services Inc
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www.chelsea.org.au

ANNUAL REPORT 2017-2018

ACKNOWLEDGING A PROUD RECORD OF PROVIDING SERVICES TO THE RESIDENTS OF CHELSEA AND SURROUNDING AREAS FOR “41 YEARS”

President



Joy Fletcher – President

While preparing this report my mind reflected back to how much I enjoyed the research undertaken in presenting last year's report in celebration of the Agency's 40th birthday. I couldn't help but be impressed at how this Agency started from a small beginning, small premises, small funding, small staff and volunteers, small community, but with a high level of enthusiasm and commitment which has guided this agency and made it what it is today.

So, on that nostalgic note back to business.

This is the 41st Annual Report of the Chelsea Community Support Services and once again we have survived another satisfying and productive year of service to our community.

We have had new goals and new challenges we needed to achieve this past year and I'm pleased to say that these have either already been achieved or are an ongoing priority.

One important item on our Agenda was a proposal to Kingston Council for new premises, or refurbishment. We are constantly outgrowing our current premises which needed updating for this reason as well as the safety and security of our workers and the provision of privacy for our clients. After meeting with council representatives they were understanding and proposed renovating. Moving swiftly these renovations were carried out in September this year and we are most grateful to the council for acknowledging our concerns and giving our premises a much needed "make-over"

The requirements of Regulations and Legislations placed on a Committee of Management can be quite demanding at times and it is the responsibility of the committee to see that these requirements are adhered to. It is with this in mind that I again thank our very small but very dedicated and responsible COM members who are mindful of seeing that the agency continues to function effectively.

The volunteers who work at the agency in varying roles are at a very respectable level and each one is highly valued for the enthusiasm and skills they bring to their roles.

On behalf of the COM I would like to acknowledge the recent resignation of our Treasurer - Henry. Henry was a very committed and long standing committee member who was dedicated to his role as Treasurer.

Members of the Committee of Management 2017/18

President:	Joy Fletcher
Secretary	Bill Turner
Treasurer:	Henry Koberle
Ordinary Members:	John Bainbridge
	Stephen Michelson
Ex-Officio Member	Debra Webb (Manager)

MANAGERS REPORT



Debra Webb - Manager

This year we have had 2316 enquiries. The majority of these were face to face clients. We have supported a significant amount of clients with emergency relief including utility stress. We've helped people move houses, move state, with food, transport and medical bills. We can provide clients with milk, bread, cat and dog food and a chat.

We've received new three-year funding agreement with Kingston City Council. Kingston City Council has also provided funds to refurbish our current building from an open setting to a one where volunteers are safely situated behind a closed counter. The Committee of Management and Staff very are happy with the results. We can see our volunteers happy and in a safer environment. Please see photos below.

We want to acknowledge and thank Kingston City Council as they listen and respond to our needs where possible.

We are currently waiting on word from CISVic relating to our 2019 funding from the Department of Social Services. We are a member of the CISVic Consortia to which we are support by CISVic in many ways. CISVic has put in a submission for funding from the Department of Social Services, our Federal funding body on behalf of all the Consortia members.

Our service is also a member of the Financial Counselling sub group and CISVIC has also put in a grant for financial Counselling. This has been a successful submission, so we may have access to a financial counsellor at this service. A Financial counsellor would be an important gain for our service as it would be a positive addition to our current financial program.

This service has also received funding from the Frankston Magistrates Court, which has been directed into special projects. We have funding and goods donated to us by the different Church Groups, Lion's and Rotary clubs, which all goes to emergency relief, Christmas hampers and gifts.

This year we will develop a new strategic plan with both the Committee of Management and staff. The Management committee will look at the governance section of our plan and staff will look at the running of the organisation.

In 2018 we have implemented two financial literacy programs for all the clients in our catchment area. The first program we booked in 13 people and 5 attended. This program was well received by the participants. The second program has just finished we had 13 booked in and 9 turned up for the program. This program is gaining a good reputation and our community are asking us about it and are wanting to enrol.

Our Volunteer Coordinator Donna has been working hard to recruit volunteers and has done an excellent job with this. We have enough staff to cover all days. We have a customer service volunteer and two Interviewers for each day. She has managed to recruit volunteers for both the counter work and the interviewing. We have trained around five of our volunteers throughout the year.

Our volunteers are very engaged in our training and supervision processes. The volunteer's feedback about what works well and any changes we need to make in the workplace is crucial to improvements being made to our work practice in our organisation. For example, Occupational Health and Safety has been a priority for this organisation to keep our staff and volunteers safe.

For the volunteers I'd like to sincerely thank them for their dedication to this organisation during 2017/18, they have been very responsive to all the changes this year. We've had many updates from, refurbishment of the building to new policies and procedures and supervision

I look forward to the New Year where we can work towards better outcomes for our customers and I am excited about the potential of this organisation and where we are heading. Lastly I would like to thank all of our community members who support us during the year with goods and funds and hope this support continues and grows in the future.

Goodbye to last financial year and hello to the new year!



Chelsea Community Support Services Inc. (ChelCSS) is a not for profit incorporated association that was established to provide emergency relief and social support services to the residents of Chelsea and surrounding suburbs. The agency is governed by a community based Committee of Management, managed by a paid part-time manager and staffed by a large number of trained volunteers, two part-time employees and a number of visiting professionals.

The services provided by ChelCSS include:

- Emergency relief
- Community Information
- Practical support (assistance with reading and typing letters and forms)
- Individual support provided by a caseworker
- Referrals to counselling provided by trained psychologists
- Tax Help
- Justice of the Peace

Visiting or co-located agencies providing outreach services include:

- Peninsula Community Legal Centre
- Australian Hearing
- Taskforce
- Better Place (formally FMC, Family Mediation and Counselling)

ChelCSS is a member of Community Information and Support Victoria (CISVic) which is the peak body for the community information and support sector. We also enjoy a close relationship with other welfare and support agencies in the local community and belong to a number of networks including: The Foodbank Victoria, Westernport Regional Association of Community Information Centres and the Southern Emergency Relief Network.

ChelCSS recognises the growing needs of disadvantage that have affected low income, disabled and unemployed people in the area. We have a commitment to providing the best information and referral service to community members and to this end ChelCSS is always looking for ways to improve connection to services. Despite its limited staff resources, ChelCSS values positive networking and engages as much as possible with Centrelink and other relevant agencies and community groups to build positive working relationships.

FUNDING

City of Kingston

ChelCSS appreciates the support and interest of Kingston Council in the continuing role we play in providing services to the most disadvantaged and vulnerable members of our community. Kingston Council supports ChelCSS through the Community Grants Program. The Kingston Council funding is critical to the agency's continued service to Chelsea and surrounding South Ward suburbs – without it our agency would not have operational funds for keeping the doors

open. Aligned to Kingston Council's Plan is "priority for healthy, strong and connected communities", we recruit and train volunteers in an accredited course '*Assess and Provide Services to Clients with Complex Needs*'. ChelCSS also plays a significant role in providing information and opportunities for potential volunteers in other activities within the municipality as we are committed to a vision of social inclusion, and connecting people to a diverse range of social, educational, cultural, health and leisure opportunities.

COMMONWEALTH - DEPARTMENT OF SOCIAL SERVICES

DSS provides the funding under its Financial Wellbeing Program to improve the financial knowledge, skills, capabilities and financial resilience of vulnerable individuals and families to alleviate the immediate impact of financial stress and to progress initiatives in relation to problem gambling. Whilst we serve people by providing immediate financial relief, we refer them to financial counselling and assist them in household budgeting and financial management (which may involve advocacy with utilities companies, landlords and Centrelink).

DSS also funds our part-time Generalist Caseworker position which provides a service to people in the area affected by multiple disadvantage and/or disabilities. The case worker focuses on building the financial resilience and wellbeing of clients over the medium to long term. The funding can be used for case management, direct assistance and brokerage to other services – aligning to the Kingston Council's priority of building strong, connected communities.

OTHER FINANCIAL SERVICES

We also receive significant financial contributions from the Magistrates Court in Frankston and many local churches, including the Carrum Chelsea Edithvale Parish Uniting Church, the Anglican Parish of Longbeach and St Nicholas Anglican Church Mordialloc, Chelsea Rotary and individual donations

OUR MISSION AND VALUES

ChelCSS is committed to providing high quality information and support services to the local community. In particular, we provide services to support the wellbeing of people experiencing financial hardship or social disadvantage due to poverty, illness, disability or misfortune. We provide a free, confidential, and impartial service and are committed to maintaining the privacy, autonomy and dignity of those using our services. We value, respect and support our staff and volunteers and building partnerships in the community.

OUR STAFF AND VOLUNTEERS

Manager	Debra Webb
Volunteer Coordinator	Donna
Caseworker	Kate Wormald

VOLUNTEERS

The quality of the services provided by ChelCSS depends to a large degree on the skill and commitment of its volunteers. We are very fortunate to have a group of hardworking and committed volunteers who fulfil their various roles in a professional and competent manner. These include Emergency Relief interviewing, data collection, advocacy and support, tax help and administration duties.

Volunteers who contributed to the services provided during the year include:

NATALIE MALJEVAC	MARY PULZER
HENRY KOBERLE	JOY FLETCHER
ADA YOUNG	GAYNOR FOX
MARGARET BROWN	CHANTELLE VAN ACHTEREN
MIRZA MILLER	KRISTYNA HALL
MARION HOWLETT	ERIN WHEELER
NATALIE ROBERTS	RENNIE DYER
REBECCA CUNNINGHAM	MEGAN PARRY
SONIA DECAMILLIS	CHRISTIE NESSEL
BRENDA DANCE	

Student Placements:

Kate Wormald
Jeremiah George
Sandra Bolte

Voluntary professional services are provided by:

Information Technology	Chris Ewin (Enhance Computing)
Finance and Accounts	Grant Plozza (Auditor and Financial Adviser)

Tax Help Volunteers

Alan Sergi
Marion Howlett

Website

Matthew Van Achteren

VOLUNTEERING AT CHELCSS

Chelsea Community Support Services has a team of volunteers who selflessly give their time to provide support and assistance to vulnerable members of the community. The majority of our volunteers have been working with ChelCSS for over 5 years, with a couple of people who have been with us in excess of 10 years.

As we know there comes a time when volunteers will resign from their organisations, whether to take up paid work, moving house, to travel or to spend more time with family. During the last financial year, sadly we have said goodbye to some of our regular volunteers as they start on a new chapter in their lives.

OPERATIONAL REPORT

CASEWORK

ChelCSS employs a part-time caseworker (funded by the Department of Social Services) to assist clients who have complex needs requiring assistance across a number of areas. Helen Byrne our Caseworker resigned. Kate Wormald has been our case manager since January 2018. ChelCSS is very fortunate to have a caseworker to be able to support clients.

Approximately 300 casework sessions were provided in the last financial year and there have been 3 students on placement supporting the casework program. The caseworker has attended community activities such as Matts place, Pantry 5000 and attended network meetings with CISVIC and the SE welfare network

FINANCIAL SUPPORT PROGRAM

The Financial Support Program offers free and confidential one on one sessions with individuals who would like some support with their personal finances. The financial support worker can assist with providing the right tools and funds to take control of their personal finances, this may include: -

- Budgeting
- Discuss financial concerns or difficulties e.g. bills, debts,
- Money management tips and ideas

- Save money on utility bills
- Various bill payment methods
- Your rights and responsibilities

Financial literacy in 2017/18 is the focus of our work as the outcomes are more sustainable for the individual than Emergency Relief financial support which is the safety net in times of crisis.

STUDENT PLACEMENTS

During the year our organization takes three Student placements at a time. These are one Social Work student from RMIT University, a Counselling student from ACAP and a Community Development Student from one of the local TAFE organisations.

ACAP (AUSTRALIAN COLLEGE OF APPLIED PSYCHOLOGY)

The relationship between ChelCSS and ACAP commenced in May 2012 with an internship program and the provisional psychologists provide personal support counselling to clients who are referred by our caseworker. The counselling provided is a valuable additional service to compliment the casework. ACAP placements increase the number of counselling hours we can provide to the community. The high quality of their work and their genuine interest in the psychological welfare of clients reflects their personal and institute's high service standards. We hope to continue and grow our arrangement with ACAP and RMIT University into the next year and beyond.

CHISHOLM TAFE

ChelCSS has been able to place a student from Chisholm and Holmsglen TAFE. These students benefit from the "front line" experience researching, observing and working within the context of a community agency.

TAX HELP

There are many tax payers who are unaware that we offer a free service to assist low-income earners with lodging tax returns. Occasionally, tax payers will come in with past years of returns to be completed - in some cases, this may be up to ten or eleven years of past returns to lodge. Our Tax Help volunteers, Marion and Alan are very understanding and able to offer practical assistance, information and advice in these situations.

The Tax Help program has been in operation for 30 years. During the 2017/18 tax season, our volunteers assisted many community members with their income tax matters including registering for online tax returns.

NILS (No Interest Loans Scheme)

NILS enables individuals and families to take out small, manageable loans to purchase essential items whilst on a low income. They can borrow from \$200 up to \$1,200 and repayments are deducted fortnightly through Centrepay over a 12-18-month period. There is no interest on the term of the loan and no upfront fees. Loans can be for fridges, washing machines, televisions, spectacles, computers, dental work, car registration and many other items

Unfortunately, the NILS programme has undergone some major changes over the previous year and as a result ChelCSS is no longer processing these loans. We are able to direct applicants to the appropriate organisations and to give information around the easiest way to get the application processed in a timely matter.

PANTRY 5000

Over the last 4 years, Pantry 5000 has become an important food parcel distribution service in the Chelsea community. Food that has been collected from Vic Relief Foodbank and supplemented through local purchases is distributed on a Wednesday morning at St Aidan's Anglican Church Carrum. The successful running of this program is dependent on St Chad's volunteer parishioners, who have contributed a significant amount of time and energy into the continuation of this vital service.

Many of the people who attend Pantry 5000 have commented on the value that they obtain from the social interaction and the friendships and support they receive from other participants. Through our continued partnership, ChelCSS and Pantry 5000 hope to continue the feeling of community and support for participants, thus increasing social connectedness. ChelCSS would like to thank Pantry 5000 for the delivery of our food over the years.

CHRISTMAS HAMPERS

Each year in December, ChelCSS provides Christmas hampers and children's toys to the community. The hampers generally contain an assortment of goods, including food items, meat and grocery vouchers and there is a separate bag of age appropriate toys provided as well. The products are donated by Chelsea Rotary, local businesses, individuals and community groups and we are very grateful for this support. A list of supporters is included at the front of this report.

Our Christmas Hamper service is well-known and appreciated by our clients, who often make enquiries many weeks in advance. More than 50+ food and toy parcels were provided to clients in December 2017.

VISITING SERVICE REPORTS



Peninsula Community Legal Centre

Peninsula Community Legal Centre (PCLC) is an independent, not-for-profit organisation that has been providing free legal services to Melbourne's south-eastern communities for almost 40 years.

The Centre provides legal advice & casework on a variety of (non-commercial) issues, subject to guidelines. Ongoing assistance is targeted to assist clients who are experiencing disadvantage. In addition to its general services, the Centre operates programs for clients with family Law, family violence, tenancy & consumer disputes.

PCLC has provided a visiting service to ChelCSS for over 15 years. A community lawyer attends ChelCSS on a fortnightly basis to provide clients with on the spot legal advice and in some cases ongoing casework and court representation. Over the last year, PCLC has helped more than 120 clients with a range of legal issues including neighbour disputes, motor vehicle accidents, police charges & family law.

For more information about free legal services, please call PCLC on 9783 3600 or visit the website at www.pclc.org.au



Australian Hearing provides a full range of hearing services to eligible adults. These services range from hearing screening to fitting hearing aids and counselling about hearing loss.

Our services include:

- hearing assessment
- selecting and fitting hearing devices
- regular hearing checks to monitor any changes in hearing levels
- training to improve listening and communication skills.

We help these clients to choose the most appropriate hearing intervention option and work with them to develop strategies to manage their hearing loss.

Visitors to the service avail themselves of other information and friendly advice from our resourceful volunteers.



Taskforce

Youth Start Services Transition to Work provides intensive, pre and post education and employment support to improve the work readiness of young people aged 15–21 to help them into work or education. Youth Start Services are made up of three youth community organisations – IMVC, Jesuit Social Services and Taskforce. Our services are offered across the Inner Melbourne Region and are located in Melbourne CBD, Collingwood, Cheltenham, Chelsea, Flemington and Brunswick.

Young people will undertake up to 25 hours of activities and services each week, activities can be individual, group or self-directed. Activities will address significant barriers young people have to entering and maintaining education, training or employment. Activities may include; Support Services Appointments, Active Job Search, Work Readiness workshops, Career Pathway Exploration and Planning, Work Experience Placements, Volunteer work and any other activities that assist the young person to prepare for employment.

The Transition to Work Service targets three groups of young people who are considered most at risk of long-term unemployment. The eligibility requirements of each of the three groups vary. The overarching eligibility requirements to participate in Transition to Work are: aged 15-21 years on Commencement in the service, and an Australian citizen, **or** the holder of a permanent visa, **or** New Zealand Special Category Visa holders (a protected Special Category Visa holder; and non-protected Special Category Visa holder), **or** Nominated Visa Holders (including Temporary Protection Visa Holders and Safe Haven Visa Holders).

TREASURER'S REPORT



Henry Koberle – Treasurer

This report has been prepared in conjunction with President – Joy Fletcher

We are continually thankful to the Frankston Magistrates Court for donations during each year and especially so for their generous donation of \$10,000 in June this year which enabled us to close this Financial Year with a surplus again.

The expenses of the Administration Department however surpassed the income by approximately \$8,500. This was due mainly to salaries, superannuation and extra hours for the bookkeeper. It is extremely likely that this trend will continue so we have factored this into the 2018/2019 budget.

As we do not have figures yet as to the amount we will receive from the CISVic Grant we will still have to be prepared to draw on our cash reserves to enable us to cover all our ER expenses.

Utility bills particularly are increasing at a staggering rate which not only has its effect on our expenses but also puts a further burden on the already struggling in the community which leads to more people seeking our assistance with their bills.

Special thanks to Kingston City Council for the ongoing financial and general support provided, and special thanks also to Frankston Magistrates Court and all donors and supporters.

As always, we remain committed to realistically approaching the appropriate financial management and planning to meet the ever changing needs of our community

Financial Report			Jun-18				
Income ER			Budget	Income Admin			Budget
CISVic Grant	60,108		65,000	Kingston Corp Grant	88,244		86,000
Donations	16,213		5,000	Grants, other	0		2,000
Interest earned	2,041		900				
Hosting Job Participants	265			Donations	1500		1,500
Cash Reserves			1700	Room Usage	5,795		3,500
total	78,627		72,600	total	95,539		93,000
Expenses ER				Expenses Admin			
Casework Salary, Tax, Super	28,327		32,000	Salaries,Tax, Super,Travel	80,334		65,000
Bill Assistance	14,716		10,000	Workcover, Insurance	2,811		3,000
Food Vouchers(-\$250)	18,013		25,000	Committee, Memberships	1,225		1,500
Pantry Stock	3,564		1,500	Bookkeeping + Bank Charges	1,000		1,600
Pharmacy/Travel	1,986		3,000	Staff Amen.,Stationery,Postage	1,853		1,900
Clothing/Household Goods	650		600	Phone \$4615/Internet/Photocop	7,652		6,200
Volunteer Appreciation	527		500	Electricity, Rent	2,270		3,000
total	67,783		72,600	Office Equip. incl.maintenance & software*	5,458		9,300
Surplus		10,844		Volunteers incl. Training & Donna's training hrs. **	1434		1,500
Bank Accounts Balances				total	104,037		93,000
Westpac ER	2,883			* adjusted against Journal ** incl.\$250 vouchers for Financial Literacy			
Westpac Saver	50,384			Loss Admin		8,498	
Westpac Term Dep	62,791			Surplus ER		10,844	
Bendigo Bank Term Dep	22,036			Surplus Total		2,346	
	138,094						

Statistics 2017-2018

As members of the CISVic Consortium we are now using the CISVic Portal which was developed for the consortium to mainstream data collection and reporting systems for member agencies aligned with DSS Data Reporting requirements. As demonstrated in the statistics the predominant age group remains 20 to 64 year olds, with females representing 64% of the total number of clients in 2017/18. The graph below shows the number of people who were provided with Emergency Relief in the form of supermarket and meat vouchers, petrol vouchers, myki cards, pharmaceutical expenses, Telstra vouchers, utility bills, and school relief for return to school expenses in cases of extreme hardship.

Our data continues to indicate an increase in the number of individuals identifying as Homeless or of no fixed address. We have been able to provide high quality swags or backpack beds through a program 'Swags for Homeless' who partner with more than 200 agencies to distribute the swags to individuals who complete or are assisted in completing a survey. The results of these surveys help organisations for the homeless get valuable insights into homeless densities in regions across Australia.

Individuals who have received this assistance prefer to sleep rough rather than find accommodation in boarding houses or other arrangements. We also provide a hygiene pack of toothbrush, toothpaste, comb, soap etc. The other group of individuals live in a state of insecure housing through "couch surfing" or no fixed address.

11 Accommodation Type

Accommodation Type	Total	Percentage
Private rental	379	41.24 %
Public rental	251	27.31 %
Shared rental	67	7.29 %
Homeless - living in improvised dwelling, tents or	53	5.77 %
Owner (not mortgaged)	46	5.01 %
Homeless - staying temporarily with other	38	4.13 %
Homeless - living in boarding/rooming houses	20	2.18 %
Homeless - living temporarily in other lodgings	17	1.85 %
Caravan park	15	1.63 %
Mortgaged	13	1.41 %
Homeless - living in supported accommodation for	7	0.76 %
Not stated/inadequately described	7	0.76 %
Supported accommodation	6	0.65 %
Total	919	99.99 %

Chelsea Community Support Services Statistics July 2016 to June 2018

Emergency Relief Demographics Report

From 01 July 2017 to 30 June 2018

Site: Chelsea

Showing all available funding sources

Reasons for Seeking Assistance	Total	Percentage
Total	1705	100.03 %

Note: Each percentage is of the total clients



● Material Aid - Food ● Other ● Utility / phone ● Transport Expenses
● Medical Expenses

Emergency Relief Demographics Report

From 01 July 2017 to 30 June 2018

Site: Chelsea

Showing all available funding sources

1 Client by Age

Client Age	Total	%
0-1	2	0.46 %
13-19	5	1.16 %
20-39	151	35.03 %
40-64	231	53.60 %
65+	42	9.74 %
Total	431	100.00 %



● 0-1 ● 13-19 ● 20-39 ● 40-64 ● 65+

2 Client by Gender

Gender	Total	%
Female	276	64.04 %
Male	150	34.80 %
Not stated/Inadequately described	3	0.70 %
Intersex indeterminate	2	0.46 %
Total	431	100.00 %



● Female ● Male ● Not stated/Inadequately described
● Intersex indeterminate

ACKNOWLEDGEMENTS

The Chelsea Community Support Services Inc. sincerely thanks the following for their support and contributions during the year. And the various other businesses and private donors who continued to support us

Bakers Delight Patterson Lakes
Bakers Delight Chelsea
Bakers Delight Hastings
Bayside Masonic Centre
Chelsea Church of Christ
Chelsea Parish Uniting Church
Chris Ewin (Enhance Computers)
City of Kingston, Councillors and staff
Frankston Magistrates Court – Court Fund
KOGO – Knit One-Give One
Longbeach Community Centre
Members of St Nicholas Anglican Parish of Mordialloc
Members of St Chad's Anglican Church Chelsea
Share the Dignity
St Aidan's Anglican Church
The Nappy Collective
Victorian Relief and Foodbank

CHRISTMAS HAMPERS

Bayside Masonic Centre
Chelsea District Lions Club
Kmart Keysborough
Lions Club Mordialloc
Mexican Cantina Aspendale
Mordialloc Mentone Lions Club
Probus Club of Edithvale
Ray White Real Estate
Sandringham Masonic Centre
Share the Dignity
Soul Pattinson Chemist Chelsea
St Chads Church
Temptation Bakeries Chelsea Heights
Woolworths Chelsea

**Chelsea Community Support Services Inc
Independent Auditor's Report
For the Year Ended 30 June 2018**

Auditor Details

Name	Grant Plozza
Postal Address	4/198 Nepean Hwy, Aspendale, VIC, 3195
Business Name	GP Business Solutions Pty Ltd
Business Postal Address	4/198 Nepean Hwy, Aspendale, VIC, 3195
Professional Organisation	Certified Practising Accountants of Australia
Professional Membership or Registration Number	1415249

Incorporated Association Details

Name	Chelsea Community Support Services Inc
Australian Business Number (ABN)	19 366 414 059
Address	1 Chelsea Road, Chelsea Vic 3196
Year of Audit	2018

To the members

To the members of Chelsea Community Support Services Inc.

We have audited the accompanying financial report, being a special purpose financial report, of the Chelsea Community Support Services Inc, which comprises the statement of financial position as at 30 June 2018, the operating statement for the period then ended, notes comprising a summary of significant accounting policies and other explanatory information and the assertion statement.

Management Committee responsibility for the financial report

The Management Committee are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the financial reporting requirements of the constitution 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 is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian auditing standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

Chelsea Community Support Services Inc
Independent Auditor's Report
For the Year Ended 30 June 2018

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a fair presentation, 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 the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Electronic publication of the audited financial report

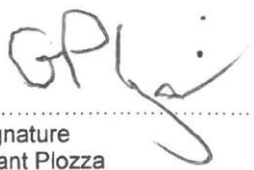
It is our understanding that the Chelsea Community Support Services Inc intends to electronically present the audited financial report and auditor's report on its internet website. Responsibility for the electronic presentation of the financial report on the Chelsea Community Support Services Inc website is that of those charged with governance of the Chelsea Community Support Services Inc. The security and controls over information on the website should be addressed by the Chelsea Community Support Services Inc to maintain the integrity of the data presented. The examination of the controls over the electronic presentation of audited financial report on the Chelsea Community Support Services Inc website is beyond the scope of the audit of the financial report.

Opinion

In our opinion, the financial report presents fairly, in all material respects, the financial position of the Chelsea Community Support Services Inc as at 30 June 2018 and of its financial performance for the year then ended, and complies with applicable Australian Accounting Standards.

Basis of accounting and restriction on distribution

Without modifying our opinion, 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 Committee's reporting responsibilities under the constitution. As a result, the financial report may not be suitable for another purpose.


.....
Signature
Grant Plozza
Certified Practising Accountant
No 1415249

Dated this 15th day of November 2018

Note 1 to the special purpose financial report
Chelsea Community Support Services Inc
1 July 2017 to 30 June 2018

This special purpose financial report has been prepared for distribution to the members to fulfil the committee's financial reporting requirements under the Chelsea Community Support Services Inc non-reporting entity's constitution. The accounting policies used in the preparation of this report, as described below, are consistent with the financial reporting requirements of the Chelsea Community Support Services Inc non-reporting entity's constitution and with previous years and are, in the opinion of the committee, appropriate to meet the needs of members:

- (a) The financial report has been prepared on a modified accrual basis of accounting including the historical cost convention and the going concern assumption.
- (b) The requirements of accounting standards and other professional reporting requirements in Australia do not have mandatory applicability to the Chelsea Community Support Services Inc because it is not a 'reporting entity'.

The committee has, however, prepared the financial report in accordance with Australian accounting standards and professional reporting requirements in Australia, that are applicable to the entity. The relevant Accounting Standards are:

AASB 101	Presentation of Financial statements
AASB107	Cashflow Statement
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors
AASB 110	Events after Balance Sheet Date
AASB 116	Property Plant and Equipment
AASB 118	Revenue
AASB 1031	Materiality

The financial report has been also prepared in accordance with the requirements of the Associations Incorporation Reform Act 2012 (Vic).

Chelsea Community Support Services Inc

Statement by Members of the Committee

The Committee has determined that the incorporated 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 accompanying financial report:

1. Presents a true and fair view of the financial position of the Chelsea Community Support Services 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 the Chelsea Community Support Services Inc will be able to pay its debts as and when they fall due.

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


.....
President
Dated

.....
Treasurer
Dated

CHELSEA COMMUNITY SUPPORT SERVICES INC

ABN 19 366 414 059

Detailed Income Statement

For the year ended 30 June 2018

	2018	2017
	\$	\$
Income		
DSS CISVIC Grant	60,109	64,644
Dept of Infrastructure & other	-	250
KCC Corporate & Charitable Grant	88,245	85,130
Interest received	2,041	904
Donations	17,713	11,382
Room Hire & Other Fees	6,061	8,097
Total income	174,168	170,407
Expenses		
Salaries, Oncosts & Superannuation	110,617	99,638
Training, Staff amenities & travel	1,786	1,529
Volunteers	535	726
Information Technology & Internet	1,149	1,408
Equipment & Office Lease	1,609	104
Telephone	4,615	4,553
Utilities	2,270	2,743
Stationery & Office	2,387	1,191
Bookkeeping	1,000	1,300
Depreciation	4,129	-
Insurance	387	387
General expenses incl Membership & Meetings	1,452	1,872
Repairs & Maintenance	435	155
Material Aid/DSS Expenses	39,710	38,606
Total expenses	172,081	154,212
Operating Surplus for year	2,087	16,195

These financial statements must be read in conjunction with the attached Notes which form part of these financial statements.

CHELSEA COMMUNITY SUPPORT SERVICES INC

ABN 19 366 414 059

Balance Sheet as at 30 June 2018

	2018	2017
	\$	\$
Current Assets		
Bank and Cash assets	3,463	7,275
Online Investment Account	50,288	44,324
Term Deposit	82,549	81,120
Trade Debtors	-	750
Total Current Assets	136,300	133,469
Non Current Assets		
Equipment & Fittings	27,455	23,749
Provision for Depreciation	(4,129)	
Total Non Current Assets	23,326	23,749
Total Assets	159,626	157,218
Current Liabilities		
GST Liabilities	15,816	16,734
Payroll Liabilities	17,341	16,102
Kingston Holding Funds	-	1,818
Total Current Liabilities	33,157	34,654
Total Liabilities	33,157	34,654
Net Assets	126,469	122,564
Equity		
Opening Balance Equity	52,374	52,375
Retained Earnings	72,008	55,813
Current Year Earnings	2,087	16,195
Total Equity	126,469	124,382

These financial statements must be read in conjunction with the attached Notes which form part of these financial statements.