



CHELSEA COMMUNITY SUPPORT SERVICES INC

42nd ANNUAL REPORT 2018 - 2019

“REACHING OUT TO THE COMMUNITY”



PROUDLY SUPPORTED BY



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Commonwealth
Department of Social
Services

Chelsea Community Support Services Inc
1A Chelsea Road, Chelsea, Victoria,3196
Telephone (03) 9772 8939
Email: info@chelsea.org.au
www.chelsea.org.au

ANNUAL REPORT 2018-2019

ACKNOWLEDGING A PROUD RECORD OF PROVIDING SERVICES TO THE RESIDENTS OF CHELSEA AND SURROUNDING AREAS FOR “42 YEARS”

President



Joy Fletcher – President

It is hard to believe that another year has passed so quickly; and despite a few hiccups, continuing shortage of Committee of Management (COM) members, and some strong head-winds we [as a small not for profit organization] still continue to succeed

The committee is struggling with a membership shortage, and due to a number of factors concerning our change over to a new bookkeeping system and the appointment of a new bookkeeper and auditor we are now in the process of seeking a new Treasurer for our committee.

Although our numbers are low the committee member’s commitment to their duties is incredibly strong and I thank them for their diligence and hard work.

The not for profit sector is continually being challenged by an unstable environment, reduced funding, increasing population, and an ever increasing demand on our resources. Despite a reduction in funding from the department of social services we have, with careful budgeting and management from our Manager [Deb] we still continue to meet the needs of the disadvantaged and vulnerable in our community

We need to tread carefully in the coming years and although we have become experts in “making a little go a long way” we still need to be constantly aware of the changing needs of the community and what we can offer. This will be even more of a challenge as our funding body the

Department of Social Security (DSS) have advised us of new policies to be put in place regarding how their funding is distributed. Ultimately, the changes have made it possible for fewer restrictions on the eligibility of who can apply for assistance; which will lead to a wider range of the community being eligible to apply for assistance.

However, having said that I'm sure everyone from the volunteers, to employees, and the Committee of Management will be able to meet the challenge head-on and continue supporting the people of our community who need our assistance in so many ways.

Many thanks for the splendid effort that all of you have made this past year. Your support and ongoing commitment has been crucial to the continuing success of the agency

Have a Happy Christmas



Members of the Committee of Management 2018/19

President:	Joy Fletcher
Secretary	Chantelle Van Achteren
Treasurer:	Henry Koberle/John Bainbridge
Ordinary Members:	Bill Turner Czesia Chessa
Ex-Officio Member	Debra Webb (Manager)

MANAGERS REPORT



Debra Webb – Manager

Our service provides information, support and advocacy to those people in the community who are struggling to keep their heads above water. This year we have had 2316 enquiries. The majority of these were face to face clients. We interview each client and sort out the most significant need for clients and work from there.

We have supported a substantial amount of clients with emergency relief including utility stress, 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 have a three-year funding agreement with Kingston City Council and in October have received our second year of funding. This funding is for the Wages of myself (Manager) and our Volunteer Coordinator, Emergency Relief Funds and the administration of the agency.

We have received the Department of Social Service's commitment to fund us again this year while it isn't as sizeable as last year it is a much needed flow of funding. This will pay for our Case Workers wages and some emergency relief

We have received funding from the Mayors Charitable fund to start a new program called Café Card's. This is an initiative to support very disadvantaged and homeless clients, they will be given a card go to either one of two selected Café's in Chelsea for a hot breakfast or lunch and a drink. We would also like to thank Alice Rebel's and Bubbly Beans Café's for participating in this program.

Chelsea Community Support Services also went to the Bendigo Bank's Community Pitch this year and was given \$1800 from participating groups for our "Turn up the Heat" program for Elderly people in their own homes. This will pay some of their power bills to get people back on track when they are struggling.

Our Volunteer Coordinator submitted an application for the annual Volunteer grant and we received \$5000. This funding goes specifically to volunteers for any Training equipment etc. This service has also received funding from the Frankston Magistrates Court on a regular basis these funds are directed into special projects and emergency relief.

We have funding and goods donated to us by the different Church Groups, (a special mention goes to St Nicholas church for their fortnightly grocery donations), Lion's and Rotary clubs, which all goes to emergency relief, Christmas hampers and gifts.

This year we have developed our new strategic plan with both the Committee of Management and staff. The Management Committee are committed to the governance section of our plan and staff will look at the running of the organisation. This will be placed on our website so the community can look at what our plans are for the next year or so.

Our Volunteer Coordinator Donna has been working hard to recruit volunteers and has done an excellent job with this. Thank you! Donna for all your hard work this year. However, we can always use more volunteers. 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.

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, this year, training was our focus and staff participated in Mental Health First Aid, Energy Relief Training and LGBTQI+ training, these were run from the funds we received for Volunteer Training.

For the volunteers I'd like to sincerely thank them for their dedication to this organisation during 2018/19, they have been very responsive to all the changes this year. We've had many updates from, one more CCTV camera to cover the carpark to new policies and procedures and supervision.

We also want to acknowledge and thank Kingston City Council for their support of us, as they listen and respond to our needs where possible.

I look forward to the coming 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. This organisation and our clients appreciate all that is done for us and hope this support continues and grows in the future.



OUR ORGANISATION

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. We aim to alleviate the immediate impact of financial stress. Whilst we serve people by providing immediate financial relief, we also 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:

JOY FLETCHER

ADA YOUNG

GAYNOR FOX

MIRZA MILLER

MARION HOWLETT

NATALIE ROBERTS

REBECCA CUNNINGHAM

SONIA DECAMILLIS

NATALIE MALJEVAC

HENRY KOBERLE

MARGARET BROWN

ERIN WHEELER

CHANTELLE VAN ACHTEREN

KRISTYNA HALL

MARY PULZER

RENNIE DYER

MEGAN PARRY

BRENDA DANCE

JACKIE MILLER

Student Placements:

**Linda Aniol
Dajana Popovic
Elly Hampshire**

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

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. 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 Community Information and Support Victoria (CISVic) and the South East 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 2018/19 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 two Student placements at a time. These are two Social Work student from RMIT University, a Counselling student from ACAP.

RMIT University

Has provided our service with some excellent examples of student placement with the students taking part in research, the day to day running of our organization, setting up programs and counselling clients. We have a commitment to RMIT as our students come through our peak body, Community Information and Support Services Victoria (CISVic).

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 2018/19 tax season, our volunteers assisted many community members with their income tax matters including registering for online tax returns.

This year Allan Sergi has retired from his Volunteer Tax help work and we would like to thank him for his many years helping people with their Income Tax.

PANTRY 5000

Over the last 5 years we have worked closely with Pantry 5000 which 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 2018. The Masonic lodge has for the past several years provided very large Christmas Hampers for our clients. We wish to thank them for their contributions and hope our relationship continues.

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

Hearing Australia



Hearing Australia 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).

Better Place – Tuesdays each week



At Better Place Australia our vision is one where all people experience positive relationships, truly value each other & live safer, more confident lives.

At Better Place, we believe the relationships we have with ourselves and others is the most important factor in contributing to our sense of purpose and wellbeing. Our services support individuals, couples and families in the areas of Finance, Family Law, Relationships and Mental Health. FMC Mediation and Counselling Victoria has been in the business of helping people take back control over their lives for the past 30 years.

We believe that individuals develop better relationships and skills for themselves and with the people who matter to them, and through this we live kinder, more positive and fulfilled lives. Better Place is funded through the Australian Government Department of Social Services Family Support Program.

Our Services:

- Counselling of Individuals/Families/Couples
- Child Counselling
- Family Dispute Resolution
- Financial Counselling and Capability
- Seniors Mediation
- School and Group Education
- Family Mental Health Support

We also provide Training and Professional Development.

TREASURER'S REPORT

This report has been prepared in conjunction with the President and Secretary – Joy Fletcher and Chantelle Van Achteren

The last year has seen a major change to our bookkeeping system; under the guidance of our then Treasurer we have changed our software from MYOB to XERO.

While this has been a beneficial change as XERO allows us to set up automatic payments the change has been challenging. Transferring the data from MYOB to ZERO was not as clean as we first believed; leading to the appointment of a new bookkeeper who specialises in XERO and a new auditor.

Despite this we have remained in a financially stable position and have been able to continue to provide support for our clients in need.

We would like to especially thank Kingston for their continued support and funding which allows us to keep our doors open.

We are also very grateful to have been supported by the following organisations:

- DSS for their funding, which allows us to provide case management, ER and the grant funding we received to provide our volunteers with additional training.
- Frankston Magistrates court for their generous donation of \$9000 to support our clients
- The Mayors Charitable fund for the grant money we received which has been used to implement our Café Card program.
- Bendigo Bank for their grant funding for “Turn up the Heat” allowing us to assist our vulnerable clients to stay warm over winter.

A Special Thank you to the following for their kind donations and financial support throughout the year,

- Mordialloc Mentone Lions Club
- St Chads Anglican Church
- Long Beach Place Op Shop
- Chelsea Uniting Church

Statistics 2018-2019

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 below we spent \$8500 on medical, school and utility bills and \$36,000 in food in 2018/2019. The balloon 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 as overall 2242 visits.

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.

We have used 3600 of volunteer hours which show how committed our volunteers are to their work. We are always looking for more volunteers as we try to have two trained workers and one customer service.

Our caseworker has had 87 casework contacts. The caseworkers' client contacts hours have increased this year because we are seeing more individual clients on a short term timeframe rather than less on a long term basis which is not our role. We are able to support the clients then refer on.

Chelsea Community Support Services Statistics July 2018 to June 2019



Chelsea Community Support Services Inc.

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.

ABN 19 366 414 059

FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

CONTENTS

Committee's Report
Statement of Profit or Loss
Statement of Financial Position
Statement of Changes in Equity
Notes to the Financial Statements
Statement by Members of the Committee
Independent Auditor's Report
Certificate by Member of the Committee
Detailed Profit and Loss Statement

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

COMMITTEE'S REPORT

Your committee members submit the financial report of Chelsea Community Support Services Inc. for the financial year ended 30 June 2019.

Committee Members

The names of the committee members in office at anytime during or since the end of the year are:

Joy Fletcher (President)
Chantelle Van Achteron (Secretary)
Debra Webb
Bill Turner
John Bainbridge

Principal Activities

The principal activities of the association during the financial year were:

providing emergency relief and social support services to the residents of Chelsea and Surrounding suburbs.

Significant Changes

No significant change in the nature of these activities occurred during the financial year.

Operating Result

The profit after providing for income tax amounted to \$8,528.

Signed in accordance with a resolution of the members of the committee:



Joy Fletcher



Chantelle Van Achteron

Dated:

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

STATEMENT OF PROFIT OR LOSS
FOR THE YEAR ENDED 30 JUNE 2019

	Note	2019 \$	2018 \$
Revenue		178,521	168,108
Other income		1,636	6,060
Employee benefits expense		(115,237)	(112,092)
Depreciation and amortisation expenses		(3,726)	(4,129)
Other expenses		(52,666)	(55,860)
Profit before income tax		8,528	2,087
Income tax expense		-	-
Profit for the year		8,528	2,087
Profit attributable to members of the entity		8,528	2,087

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2019

	Note	2019 \$	2018 \$
ASSETS			
CURRENT ASSETS			
Cash on hand	2	136,949	136,300
TOTAL CURRENT ASSETS		<u>136,949</u>	<u>136,300</u>
NON-CURRENT ASSETS			
Property, plant and equipment	3	19,423	23,326
TOTAL NON-CURRENT ASSETS		<u>19,423</u>	<u>23,326</u>
TOTAL ASSETS		<u><u>156,372</u></u>	<u><u>159,626</u></u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other payables	4	21,375	33,157
TOTAL CURRENT LIABILITIES		<u>21,375</u>	<u>33,157</u>
TOTAL LIABILITIES		<u>21,375</u>	<u>33,157</u>
NET ASSETS		<u><u>134,997</u></u>	<u><u>126,469</u></u>
MEMBERS' FUNDS			
Retained earnings		<u>134,997</u>	<u>126,469</u>
TOTAL MEMBERS' FUNDS		<u><u>134,997</u></u>	<u><u>126,469</u></u>

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019

	Retained Earnings \$	Total \$
Balance at 1 July 2017	124,382	124,382
Comprehensive income		
Profit for the year	2,087	2,087
Total comprehensive income for the year attributable to members of the association	<u>2,087</u>	<u>2,087</u>
Balance at 30 June 2018	<u>126,469</u>	<u>126,469</u>
Balance at 1 July 2018	126,469	126,469
Comprehensive income		
Profit for the year	8,528	8,528
Total comprehensive income for the year attributable to members of the association	<u>8,528</u>	<u>8,528</u>
Balance at 30 June 2019	<u>134,997</u>	<u>134,997</u>

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.

ABN 19 366 414 059

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 Victoria. The committee has determined that the association is not a reporting entity.

Basis of Preparation

The financial statements have been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

(a) Income Tax

No provision for income tax has been raised, as the entity is exempt from income tax under Division 50 of the Income Tax Assessment Act 1997.

(b) Property, Plant and Equipment

All property, plant and equipment except for freehold land and buildings are initially measured at cost and are depreciated over their useful lives to the association.

The carrying amount of plant and equipment is reviewed annually by the committee to ensure it is not in excess of the recoverable amount. The recoverable amount is assessed on the basis of expected net cash flows that will be received from the asset's employment and subsequent disposal. The expected net cash flows have been discounted to present values in determining recoverable amounts.

Freehold land and buildings are carried at their recoverable amounts, based on periodic, but at least triennial, valuations by the directors.

Depreciation

The depreciable amount of all fixed assets, including buildings and capitalised lease assets but excluding freehold land, is depreciated on diminishing value method over the asset's useful life to the association commencing from the time the asset is held ready for use.

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

(c) Cash on Hand

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

These notes should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.

ABN 19 366 414 059

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2019

(d) Revenue and Other Income

Non-reciprocal grant revenue is recognised in profit or loss when the association obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the association and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Donations and bequests are recognised as revenue when received.

Interest revenue is recognised when received.

All revenue is stated net of the amount of goods and services tax.

(e) Accounts Payable and Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(f) 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 Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

These notes should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019

	2019	2018
	\$	\$
2. CASH ON HAND		
Deposits with savings banks	86,704	82,549
Cash at bank: Admin WPAC A/c 314800	2,554	3,463
Cash at bank: Westpac Saver A/c 314827	47,691	50,288
	<u>136,949</u>	<u>136,300</u>
3. PROPERTY, PLANT AND EQUIPMENT		
Computer equipment	17,414	17,414
Less accumulated depreciation	(6,127)	(4,128)
	<u>11,287</u>	<u>13,286</u>
Furniture and fittings	10,040	10,040
Less accumulated depreciation	(1,904)	-
	<u>8,136</u>	<u>10,040</u>
Total property, plant and equipment	<u>19,423</u>	<u>23,326</u>
4. ACCOUNTS PAYABLE AND OTHER PAYABLES		
CURRENT		
Goods and services tax	13,313	15,816
Trade creditors	2,960	-
Withholding taxes payable	4,352	8,386
Superannuation payable	750	8,955
	<u>21,375</u>	<u>33,157</u>

These notes should be read in conjunction with the attached compilation report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

STATEMENT BY MEMBERS OF THE COMMITTEE

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 accordance with a resolution of the committee of Chelsea Community Support Services Inc., the members of the committee declare that the financial statements for the year then ended, a summary of significant accounting policies and other explanatory notes:

1. present a true and fair view of the financial position of Chelsea Community Support Services Inc. as at 30 June 2019 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012; and
2. at the date of this statement there are reasonable grounds to believe that Chelsea Community Support Services Inc. will be able to pay its debts as and when they fall due.

This statement is signed for and on behalf of the committee by:

President



Joy Fletcher

Secretary



Chantelle Van Achteron

Dated: 20-11-19.

CHELSEA COMMUNITY SUPPORT SERVICES INC.

ABN 19 366 414 059

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBER OF
CHELSEA COMMUNITY SUPPORT SERVICES INC.**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Chelsea Community Support Services Inc. (the association), which comprises the committee's report, statement of financial position as at 30 June 2019 and the statement of profit or loss for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial report of Chelsea Community Support Services Inc. presents fairly, in all material respects, the financial position of Chelsea Community Support Services Inc. as at 30 June 2019 and of its financial performance 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 Victoria.

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 association 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 to assist Chelsea Community Support Services Inc. to meet the requirements of 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.

Responsibilities of the Committee for the Financial Report

The committee of Chelsea Community Support Services Inc. is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Reform Act 2012 Victoria and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free of material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is 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 intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibility 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 this financial report.

CHELSEA COMMUNITY SUPPORT SERVICES INC.

ABN 19 366 414 059

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBER OF
CHELSEA COMMUNITY SUPPORT SERVICES INC.**

As part of an audit in accordance with the 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 the association'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 the association'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 the association 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 the committee 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.

Bruce Edmunds & Associates Assurance Pty Ltd
Chartered Accountant
13 North Concourse
Beaumaris, Vic, 3193



Director: Stephen Edmunds

Beaumaris

Dated: 18/11/2019

CHELSEA COMMUNITY SUPPORT SERVICES INC.
ABN 19 366 414 059

CERTIFICATE BY MEMBER OF THE COMMITTEE

I, Joy Fletcher - PRESIDENT, certify that:

- a. I attended the annual general meeting of the association held on 20 November 2019.
- b. The financial statements for the year ended 30 June 2019 were submitted to the members of the association at its annual general meeting.

Dated: 20.11.2019

Committee Member



CHELSEA COMMUNITY SUPPORT SERVICES INC.

ABN 19 366 414 059

**PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019**

	Note	2019	2018
		\$	\$
INCOME			
Interest received		2,193	2,041
Government subsidies		164,016	148,354
Room usage		1,636	6,060
Donations		12,313	17,713
		180,158	174,168
LESS EXPENDITURE			
Accountancy fees		2,095	1,000
Administration costs (miscellaneous)		252	-
COM and AGM expenses		-	644
Depreciation expense		3,727	4,129
Employees' amenities		339	689
Insurance		394	387
Material aid/ DSS expenses		37,249	39,710
Office expenses		363	149
Photocopier charges		895	1,428
Photocopier lease payments		1,835	1,475
Postage		102	227
Printing and stationery		1,225	959
Rent		786	-
Repairs and maintenance		1,209	435
Salaries and wages		105,547	98,652
Staff training and welfare		1,773	650
Software- Xero subscription		177	1,000
Subscriptions		436	693
Sundry expenses		(7,391)	-
Superannuation expense		5,295	9,491
Telephone		5,216	4,615
Travel & Mileage		-	469
Utilities		7,546	2,270
Volunteer expenses		-	535
Work cover		2,560	2,474
		171,630	172,081
NET OPERATING PROFIT		8,528	2,087
Retained Profits at the beginning of the financial year		126,469	124,381
TOTAL AVAILABLE FOR APPROPRIATION		134,997	126,469
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR		134,997	126,469

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

