



COMM UNITY PLUS SERVICES LTD ANNUAL REPORT 2015 - 2016



We pay respect to all Community Elders and people past and present who have resided in Wurrundjeri Land, who have been integral in the learning that has occurred upon this land over time.



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Comm Unity Plus Services Ltd (**commUnity+**) is a multi-disciplinary state-wide agency located in Melbourne's western suburbs. We deliver most of our programs in the City of Brimbank, City of Melton and Bacchus Marsh.

commUnity+ has grown from a small residents' action group at the Deer Park Neighbourhood House to a large community-based organisation funded by local, state and Commonwealth government departments and other philanthropic trusts.

commUnity+ transitioned to become a company limited by guarantee to further strengthen governance and prepare for future expansion. We were formerly known as Community West Victoria Ltd and changed our name and brand identity in April 2016.

commUnity+ delivers a range of early intervention and prevention programs focusing on informing and engaging with our community through high quality Adult Education, Legal (through Brimbank Melton Community Legal Centre) and Family Support Programs, as well as community engagement and development activities.

We also partner with a large number of private, community and government agencies to enhance our service delivery and increase access for our communities. Our services are pivotal to building social capital in Melbourne's western suburbs.

To keep up-to-date with the activities and programs of **commUnity+** throughout the year,

visit our website: www.comm-unityplus.org.au

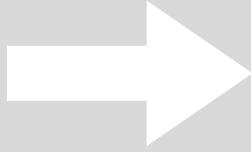
or keep in touch via social media on

Facebook: www.facebook.com/CommUnityPlusServices

Twitter: @Comm_Unity_Plus

LinkedIn: www.linkedin.com/company/community-west

Rebranding



Comm Unity Plus Services Ltd was formerly known as Community West Victoria Ltd.

A new logo was developed with the objective of creating a strong and bold visual identity for the organisation moving forward.



The rebranding project involved updating all the physical and digital instances of the use of name and/or logo as well as communicating the changes to external and internal stakeholders. A detailed communications plan was designed and implemented for this process and was completed by April 2016. We thank Meghan McBain from The Design Bus, Joanna Wood (our former Stakeholder and Communication Coordinator) and Grounded Communications for supporting the organisation through the branding project.



Chairperson and CEO Report



James McCarthy
Chairperson



Rachna Muddagouni
CEO

The 2015-2016 year has been an amazing year for Comm Unity Plus Services Ltd (formerly known as Community West Vic Ltd). It has been an exciting year of change, growth and continued delivery of key services to some of the most marginalised and vulnerable people in our community.

In 2015, **commUnity+** moved to a Company Limited by Guarantee to further strengthen our governance and prepare for growth and expansion. In 2016, we changed our name to better represent the diversity of work we do and the scope of communities we work in. This has led to a branding strategy that captures our new identity both internally and externally and that would help us stand out as an organisation that is easily recognised. Further to this, we developed a new website to improve accessibility, strengthen service delivery and grow our identity.



Newly opened **commUnity+HUB** at Deer Park - home of a range of community activities including Adult Education classes and Children's Contact Service

This year also saw the launch of our new building at the redeveloped Deer Park site. The building has been a long time in the planning and the completion is a significant milestone in the history of our organisation. On a personal level, it is the culmination of 12 years of work to grow the organisation to a point where it could be in a position to create a resource that gives back to the community. The new building will act as a Community Hub and will enhance our community engagement and social participation activities and support the organisation to host a range of other co-located services.

The **commUnity+HUB** contains the first purpose built facility for Children's Contact Service in Australia and represents our organisation's strong commitment to the wellbeing of children and families. The **commUnity+HUB** was officially launched in August by the former Victorian Attorney General, Robert Hulls, who has been a longstanding friend of our organisation. It was a very well attended event that was shared by members of our community, staff, volunteers, our service partners and funding bodies.



Former Victorian Attorney General, Robert Hulls officially opening the **commUnity+HUB** at Deer Park

Our organisation developed a range of innovative cross-sector partnerships in the legal, education and community engagement programs to ensure our programs have a range of wrap around services offered to clients in each of our program areas. This has initiated our thinking around integrated service delivery, multi-disciplinary approach and co-located models across all our programs at **commUnity+**. We have further extended and enhanced our education programs across Victoria, improved legal services across Brimbank, Melton and Bacchus Marsh, Family Services across Melbourne's north-western and western suburbs and Community Engagement and Social Participation programs in the Deer Park area.

The 2015-2016 financial year presented some challenges to **commUnity+**. Of note was reduction of funding in our education programs, however, prudent expenditure management has allowed our organisation to continue delivering the same level of services to the community. We have diligently met all the targets for each of the programs areas and funding obligations. Our organisation continued to focus on key objectives and goals of our strategic plan (2014-2017). Priorities included capacity building programs, identifying new service opportunities and strengthening our corporate services to support service delivery. I would also like to thank the members of the Finance Sub-Committee for their meticulous oversight of **commUnity+**, led by Sejla Kadic and Rachel Peirce and supported by Melissa McShane Murphy, Liridon Shaqiri, Peter Ashworth and Noha Ghobrial.

commUnity+ would like to thank all our funding bodies for their ongoing support, especially the Victorian Legal Services Board and Commissioner, who supported and funded the innovative Mortgage Wellbeing Service. Additional funding from Department of Justice has also supported the organisation to develop and deliver innovative legal programs. The excellent support we received from Common Equity Housing and Becon Constructions ensured we completed our building project on time and within the budget.

On behalf of the board, we thank all the staff and volunteers for their ongoing commitment and work. The Education team has grown significantly over the last financial year and is highly regarded for their work in our community. The Family Program staff have provided excellent child focus programs working with families and children who face multiple challenges when families break down. The Legal team has experienced a large staff turnover during the last financial year and is currently rebuilding their team with significant skills, commitment and experience. They have however maintained excellent standards of service delivery and continued to develop innovative programs through partnerships. The Corporate team has provided excellent services to our internal programs and external agencies.

We would like to thank our tireless Board members – Rachel Peirce, Godefa G'her, Sejla Kadric, Kim Nguyen and Jasmine Pisasale for their incredible commitment and support to **commUnity+** and to the CEO and Chairperson. A big thank you to our community and our clients for your support and for sharing your experiences in this report.

We look forward to an exciting year ahead and hope to continue growing our relationships and delivering services to the community and to the human services sector.


James McCarthy, Chairperson

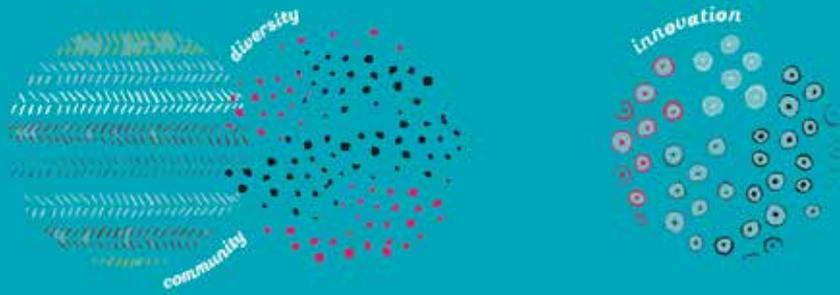

Rachna Muddagouni, Chief Executive Officer

“ I would like to thank our CEO Rachna Muddagouni for her leadership and commitment to our organisation. It is because of Rachna's tireless work and support we have been able to achieve our goals and become a beacon of hope in our community and in the sector.
– James McCarthy ”



Strategic Plan 2014-2017

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Our Strategic Plan is the document that guides us in delivering our objectives in accordance with our values. It is developed in consultation with our stakeholders to ensure we are focusing on the most relevant priorities and enables us to balance immediate needs with building for future requirements.

Vision

Building the capacity of our community by respecting diversity and striving for social justice.

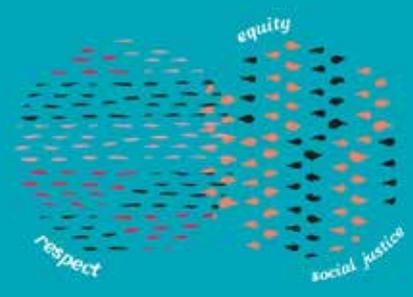
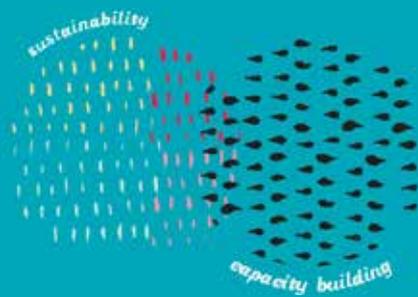
Values

- Engage with our community by being collaborative and inclusive.
- Respond to the needs of our community and develop quality innovative and flexible services.
- Accountable by providing beneficial and sustainable programs.

Goals

- Plan and deliver a range of services across the continuum, including intervention and prevention services
- Accessible flexible and easy to navigate, cohesive programs
- Comprehensive engagement with the community and stakeholders to respond to unmet needs and evaluate our services





Priority Groups

Children, families and community members who may experience multiple barriers due to:

- Social isolation
- Language, literacy and numeracy
- Concerns for social, physical or emotional wellbeing

Strategies

1. Build relationships and collaboration for improved service delivery

- Establish community engagement strategies to provide input into planning programs
- Ensure services are delivered in partnership with relevant stakeholders
- Commit to evaluating the effectiveness of our programs from both client and stakeholder perspectives

2. Deliver services across the continuum

- Plan, implement and monitor early intervention and prevention services
- Provide outreach models and flexible delivery models
- Provide seamless referral pathways with improved referral processes

3. Embed a sustainable future through organisational development

- Develop mechanisms to monitor quality of service delivery and regular evaluation
- Commit to building capacity in our workforce and offer ongoing professional development opportunities
- Value the skills, knowledge and attributes of paid, unpaid staff and community members of **commUnity+**



Board Members



James McCarthy

Chairperson

James is currently a Family Violence Case Investigator for the Coroners Court of Victoria. James is a social worker with over 20 years' experience in the social and human services sector. He is involved with several other organisations and is the current chairperson of No To Violence and C-Collective (an organisation started by James) and was the previous president of Interchange Victoria. James has a range of qualifications in areas including family violence, governance, AOD, mental health and training and assessment. James has maintained a strong connection with the western suburbs of Melbourne through the many roles he has held. James has been a board member since 2004. James is the current chairperson of **commUnity+** and in his time with the organisation has been the chairperson for nine years and deputy chairperson for three years.



Sejla Kadric

Treasurer

Sejla was elected to the commUnity +board in 2012. She is a senior manager and chartered accountant at ShineWing Australia Pty Ltd. Sejla moved to Australia in 1996 and grew up in the western suburbs. As a board member, her financial expertise ensures **commUnity+** has highly developed financial and internal control systems to mitigate any risks. Sejla is also a board member of No to Violence. Sejla has significant experience auditing not-for-profit organisations and understands the structures, rules and reporting obligations of incorporated associations. Sejla was appointed to the board as Treasurer in 2013.

Godefa Gher

Godefa was elected to the **commUnity+** Board in 2013. Godefa is an experienced adult educator currently teaching Community Services, as well as working extensively with newly arrived communities in Melbourne's western suburbs. Godefa sits on several boards and committees, including the Migrant Resource Centre North West and City West Water. He is also currently completing his PhD.



Kim Nguyen

Kim was elected to the **commUnity+** Board in 2013. She has worked extensively in the employment and asylum seeker sector assisting culturally diverse clients find pathways to employment and to seek asylum in Australia. Arriving to Australia as a refugee over 17 years ago, Kim is passionate about the rights of culturally and linguistically diverse communities and advocates to remove barriers to employment. Kim has strong professional networks in Melbourne's north and west which add enormous value to her work with our board. She strongly believes in integrating compassion, respect and honesty into her daily work.

Rachel Peirce

Rachel Peirce was elected to the **commUnity+** Board in 2016. She is currently a consultant at ShineWing Australia, an accounting firm in Melbourne, where she regularly provides advice regarding various issues with accounting and taxation. Having been at the firm for the past two years, the majority of clients Rachel works with are either in the education or not-for-profit sector. Before working at ShineWing, Rachel was employed as the taxation accountant at the University of Melbourne for three years. Whilst there she had exposure to many facets of the organisation including fundraising, community engagement, government reporting and tax. Rachel is a fifth generation west suburban, growing up in Spotswood.



List of Funders and Partners

Funders

Adult Community and Further Education (ACFE)
Brimbank City Council
Department of Social Services (DSS)
Department of Education and Training (DET), Victoria
Department of Health and Human Services (DHHS)
Department of Education and Training (Australian Government)
Department of Justice and Regulation
Victorian Legal Aid (VLA)
Victorian Legal Services Board and Commissioner

Partners

A

All Primary and Secondary Schools in the Brimbank and Melton Region
AMES Australia
Angliss Neighbourhood House
Anglicare
Association of Neighbourhood Houses and Learning Centres
Australian Council for Private Education and Training
Australian Vietnamese Women's Association
aXcelerate
ANZ Bank

B

Bacchus Marsh Maternal and Child Health Centre
Bhutanese Community Group
Braybrook Community Centre
Brimbank City Council
Brimbank Early Years Reference Group
Brimbank/Melton Local Learning & Employment Network
Brimbank Neighbourhood House Partnership Group
Brimbank and Melton Leader
Brimbank North West and Melton Moorabool Star Weekly
Brimbank Social Justice Coalition
Bunnings Warehouse

C

Campbell Page
Caroline Chisolm Society
Catholic Care Parenting Order Program
Centrelink
Centre for Innovative Justice
Centre for Multicultural Youth
Commonwealth Bank
Community Legal Centres (Western Region and state wide centres)
Consumer Action Law Centre
Cohealth
CRS Australia

D

Dame Phyllis Frost Centre
Deakin University
Derrimut Community Centre

Djerriwarrh Community and Education Services
Djerriwarrh Health Services
Don Nardella MP
Duke Street Community House

E-G

Each Employment
Energy and Water Ombudsman of Victoria
Family Mediation Centre
Federation of Community Legal Centres
Filipino Community Council of Victoria
Financial and Consumer Rights Council
Fitzroy Community Legal Service
Good Shepherd Youth & Family Service
Greek Elderly Citizens' Club of Manningham

H-L

Headspace
IT Connexions
ISIS Primary Care
Job Prospects
Jobs Australia
Justice Connect
Lander & Rogers Lawyers
Lead West
Laverton Community Integrated Services
Learning for Employment Consortium
Landmark Printing
Legal Services Board and Commissioner

M

Maddocks Lawyers
Mambourin Enterprises NDIS
Magistrates' Court (Bacchus Marsh and Sunshine)
Matchworks
Maurice Blackburn Lawyers
Max Employment
Melbourne City Mission
Melbourne Remand Centre
Melton City Council
Melton Health
Men's Referral Service
MacKillop Family Services
Migrant Resource Centre North West
Mind Works
Moorabool Shire Council

N-R

National Association of Community Legal Centres
Neighbourhood House Network
Network West
New Energy
North Balwyn Senior Citizens' Club
No to Violence
Parent Education Network
Playgroup Victoria
RMIT University

S

Saint Francis' Filipino Community Club
Salvation Army Employment Plus
Salvation Army Social Housing Services
Sarina Russo Employment Access
Spectrum Migrant Resource Centre

Springvale Monash Buddhist Temple
Stepping Up Consortium
Sunshine Family Relationships Centre
Sunshine Library

T-V

The Design Bus
Tracey Placement People
U3A
Victoria Law Assistance Forum
Victoria Law Foundation
Victoria Legal Aid
Victoria Police (Western Region)
Victorian Children's Contact Service Network
Victorian Council of Social Service
Visy Hub
Volunteer West Network
Victorian Employers' Chamber of Commerce and Industry (VECCI)
Victorian Government Solicitor's Office (VGSO)
Victoria University
Violence Regional Action Group

W-Z

Western Suburbs Law Association
Westgate Community Initiative Group
Wesley Mission
Western Health
WEstjustice
West Metro Regional Aboriginal Justice Advisory Committee (RAJAC)
Western Region Indigenous Family Violence Regional Action Group
Women's Health West
Williamstown Community Education Centre
Wise Employment
Western Integrated Family Violence Network
Women's Health West
Wyndham Community and Education Services
Yarraville Community Centre
Youth Junction
Youth Law
Youth Now



commUnity+ staff are passionate to the needs of our clients who have disabilities and medical issues. They are flexible with their classes and also pride themselves on the quality of their courses and services. Their education team are great with helping our clients and communicating to us.

- Disability Employment Service, Taylors Lakes



New Premises at Deer Park



The launch of the new **commUnity+HUB** at Deer Park is a huge milestone for the organization, providing a purpose-built premises designed specifically to support service delivery. The building was completed and handed over in May 2016, and was operational by mid-June 2016. The project was completed on time and within budget by Becon Constructions with excellent project management support from Common Equity Housing Ltd.

The building now houses Corporate Services, Adult Education classrooms, Children's Contact Services and a range of **commUnity+HUB** activities for community involvement. It is equipped with modern state-of-art facilities including WiFi, Smart TVs, laptops, air conditioning and heating, and kitchen facilities. Rooms are also rented out to other community organisations and individuals when they are not in use by any of the internal programs.

The revamped new building provides an excellent opportunity for the organisation to open its doors to the community and to provide an integrated service delivery model by hosting a range of diverse service providers and delivering holistic services. Although the building became functional in June, it was officially opened by Adjunct Professor Rob Hulls, the Director of Centre for Innovative Justice at RMIT and the former Attorney General of Victoria, on 18 August 2016.

The launch event hosted at the newly built premises included a tour of the new building and was very well attended by **commUnity+** stakeholders and members of the community. Adj. Prof. Hulls commended the integrated approach adopted by **commUnity+** in his address.

commUnity+ staff and management played a vital role in the successful completion of the project, as did the external agencies. We acknowledge the outstanding contribution of Becon Constructions, Common Equity Housing Ltd, Commonwealth Bank, the board and staff of **commUnity+**



Wurundjeri Elder, Tony Garvey performs the Welcome To Country ceremony to begin the **commUnity+HUB** inauguration.



Ms Rachna Muddagouni speaks at the launch of the **commUnity+HUB**.



Adjunct Professor Rob Hulls unveils a plaque to officially open the **commUnity+HUB**.



Neighbourhood House



Enjoying a walk with Deer Park Neighborhood house Walking Group

The construction of the new building at 822 Ballarat Road in Deer Park meant that the Neighbourhood House program at **commUnity+** had a challenging time while being without a permanent home for the best part of the year. Fortunately, we were given access to a temporary space in the Deer Park shopping centre for the period. We thank Chris Luu, the owner of the pharmacy at Deer Park, for his generous assistance of in finding this accommodation.

Despite being extremely difficult to run a program with limited space and access, Chris Horton and the team rose to the challenge and maintained the homework club, ACFE classes, craft group and other activities. At the same time, they were able to run some major events:

- The communi-Tea Neighbourhood Housewarming event for our temporary premises in September 2015
- A large White Ribbon Day event, in conjunction with Brimbank Melton Community Legal Centre, in November 2015
- Our participation in the Brimbank Neighbourhood House Network's Neighbourhood House Week event at Brimbank Shopping Centre in February 2016
- An International Women's Day talk to our staff from Helen Chugg, Senior Sergeant, Family Violence Unit, Victorian Police, in March 2016
- The Anti-Cancer Council's Biggest Morning Tea in March 2016
- Anti-poverty food drive campaign
- Regular walking groups
- Pre-accredited program supported by the ACFE funding.



BBQ to say "Thank you" to all our wonderful volunteers!



The Neighbourhood House Review

The most important piece of work undertaken in 2015-2016 was a comprehensive review of the role and function of the Neighbourhood House program in anticipation of moving into the new building at 822 Ballarat Road.

The purpose of the review was to consult with the Deer Park community for input into program design for future activities and programs at the new **commUnity+HUB**.

Deb Nicholson was the consultant commissioned to conduct the review and was assisted by Sarah Planken, a community development worker for the project. The team undertook a comprehensive community consultation and interviewed and surveyed a broad range of stakeholders including government agencies, other NGOs, community organisations, local schools, health care providers and local communities. The review included a thorough analysis of the demographics of Deer Park.

Based on the recommendations of the review, **commUnity+** has adopted a plan to undertake the following activities out of the now renamed **commUnity+HUB** at Deer Park:

- Prioritising programs and services that work towards building stronger families and communities
- Working towards a women and children's safety strategy for Deer Park
- A systematic program of further community engagement including the establishment of a **commUnity+HUB** Advisory Committee
- A commitment to integrated service delivery from all of our services working out of **commUnity+HUB**, including the Child Contact Service, Community Engagement, Education and Legal
- A longer-term commitment to becoming more involved in youth engagement in the area.

Thank you to Chris Horton who moved on from the Neighbourhood House role in early 2016 and Meghan Andrews who left in October 2015. Also we very much appreciate the work of Joanna Doyle who helped run the homework club in the first half of 2016, and that of Deb Nicholson and Sarah Planken on the review and Pauline Dowes-Bennett who ran the program after Chris's departure.



commUnity+HUB chat and craft group enjoy sharing their skills and knowledge



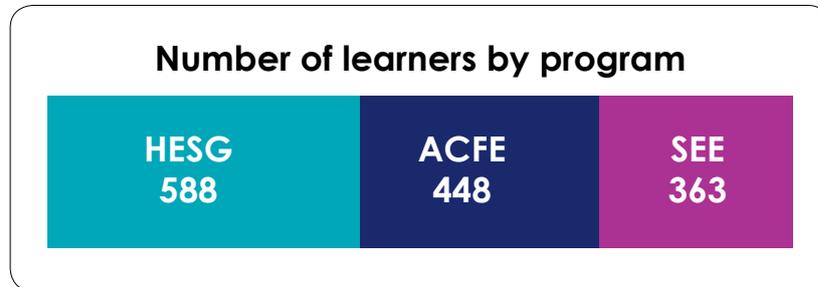
commUnity+ staff and students participated in Australia's Biggest Morning Tea in support of the Cancer Council.



Adult Education Program

Adult learning is fundamental in building the capacity of our community and improving their social, emotional and economic wellbeing. In the last financial year, the Education Program put in a tremendous effort, providing quality training to over 1000 adult learners while also continuing to improve capacity and governance. When evaluated, it was found that the program provided significant positive outcomes for our students and in many cases enhanced their language and literacy skills, provided further education pathways, and increased practical job search skills.

The program has also seen some growth and development, with new and enhanced delivery models being explored to embrace diversity and to target programs for isolated and marginalised communities.



The Skills for Employment and Education (SEE)

program continued to provide a strong foundation for job seeker adult learners to enhance and strengthen their employability skills. Through our continued partnership with the Learning for Employment (Lfe) Consortium, **commUnity+** provided classes in both Westgate and Calder region. We have continued strengthening our stakeholder relationship with job agencies, Centrelink and other stakeholders to increase warm referrals and address learning barriers for our cohort.

The Adult, Community and Further Education (ACFE)

program focused on improving employment, literacy and life skills through our Pre-accredited programs. The program aims to improve employability and engagement to maintain pathways and job outcome opportunities for our students and adult learners. **commUnity+** continued to work with its established partners, including Mambourin and Allara in the disability sector.

The Higher Education and Skills Group (HESG)

program, subsidised through Victorian Training Guarantee (VTG) funding, facilitated the key achievement of maintaining and developing new strong relationships with local schools through the Learning Link program. Learning Link engages parents with limited English within the actual school community, increasing their skills and proficiency in English as well as giving them the skills and confidence to engage with their child's education activities and gain employment. Our drive for community engagement and partnerships continues to be very successful, with new and established relationships with the Lautu, Bhutanese, Russian and Greek communities.

We have focused on supporting our trainers with additional administrative and management support. The organisation has also focused on quality and compliance and managed the ACFE Capacity and Innovation Project. This project has allowed the organisation to work collaboratively with other community education providers in the region and develop a website for collating tools and resources to assist with compliance and risk management.

We thank our staff and students for their hard work and dedication this year and look forward to another successful year of adult learner growth, development in our courses and programs, and sustainability in our outcomes and deliverables.





White Ribbon day

The Education program took part in White Ribbon Day event organised by the **commUnity+** legal team, White Ribbon West. White Ribbon West was an initiative of **commUnity+** to raise awareness and challenge preconceived ideas about family violence in the western suburbs. The event occurred in the lead up to White Ribbon Day on 25 November 2015, designed to encourage men to take up violence against women as their issue.

All adult learners participated in the event. Activities included the Clothesline Project activity (painting of t-shirts to be displayed at Parliament House) and the day was wrapped up with the November No Violence performances.



It was(is) useful for me to come to **commUnity+** to learn English. I (have) improved a lot and (have) got more experience of life, especially with teacher Rosalie. I love her!

- Annabella, HESG Student, St Albans



Adult Learners' Week Fete

Adult Learners' Week Fete and the theme "What will you learn next" was another successful event organised by the Education team. This was an opportunity to showcase and celebrate adult learning in many different ways, from dancing, singing, mini-books writing, talking about health and wellbeing and importance of physical activities, workplace stretches etc. The teachers and the students also took part in writing messages about what they wish and displaying it on the wishing tree carved by students from Mambourin Centre, who also participated in the event's activities.

commUnity+ students on an excursion to the CBD, admiring the graffiti



I like to come (to) study English at **commUnity+** because I learn more about different things and make new friends.

- HESG student, St Albans

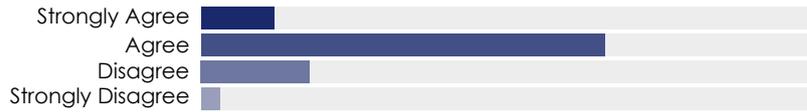


A day in the lives of the students of a a Course Level SEE class at **commUnity+**

Education Program Survey Results

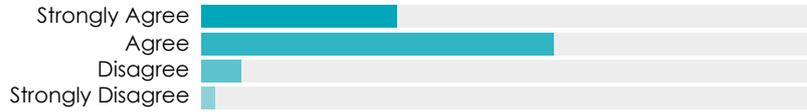
I can read, write and speak English better

79% of the students indicated that their ability to read, write and speak English has improved.



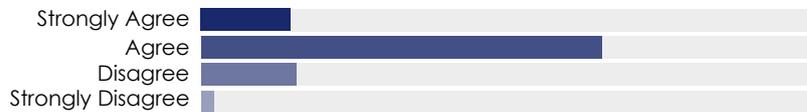
I feel better about doing more study

92% of the students said that they feel better about undertaking further study.



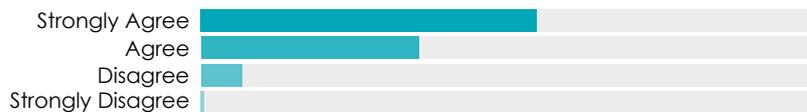
I understand other cultures and beliefs better

82% of the students said that they understand other cultures better after meeting new people and creating new friendships at **commUnity+**.



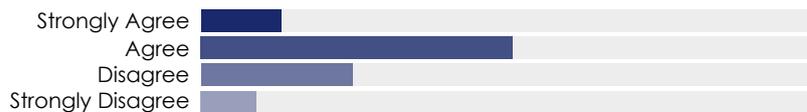
The support provided by **commUnity+** met my needs

93% of the students responded that **commUnity+** offered them support services that met their needs.



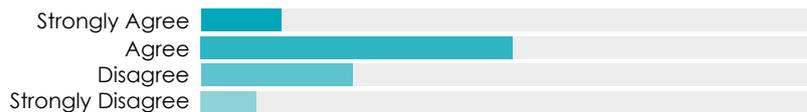
I feel more confident about applying for jobs

65% of the students reported that they felt more confident about applying for jobs.



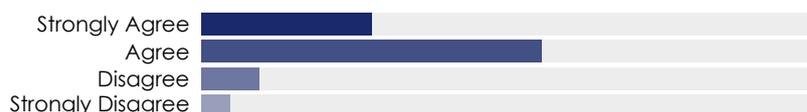
I am happy with the teaching styles and strategies

90% of the students indicated that they were reported that they were satisfied with the teaching strategies used at **commUnity+**.

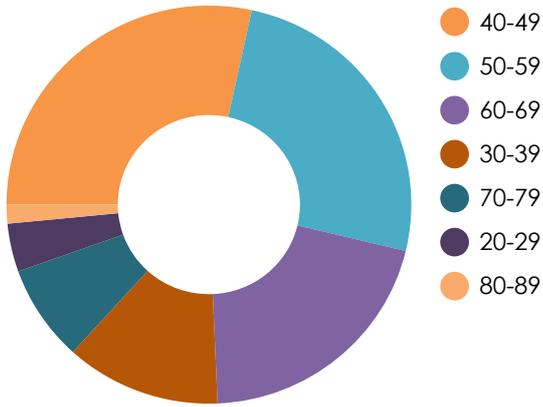


I am satisfied with the learning environment

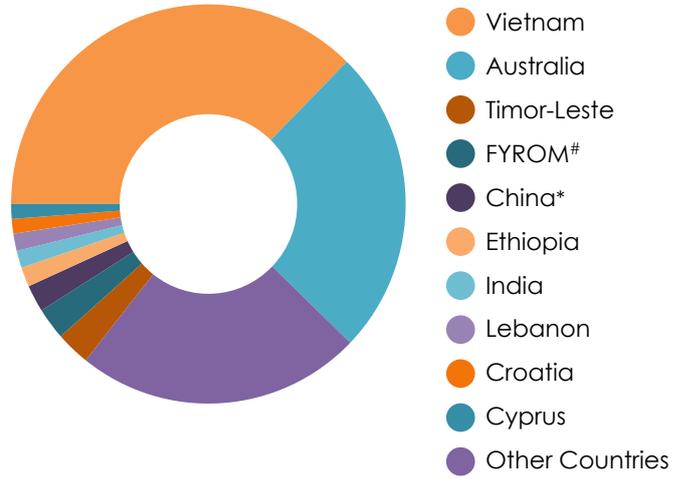
85% of the students responded that they were happy with the learning and the general environment in their classrooms.



HESG Learners by Age Group

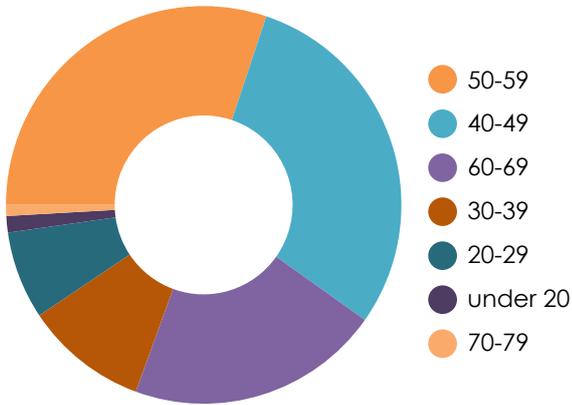


HESG Learners by country of birth

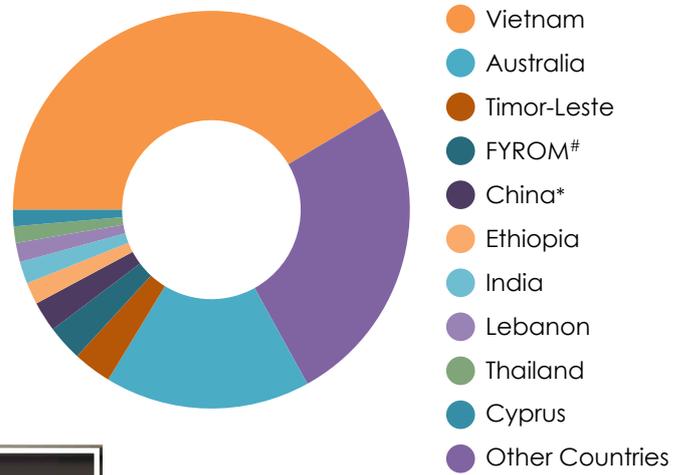


#Former Yugoslav Republic of Macedonia
*excludes SARs and Taiwan

ACFE Learners by Age Group



ACFE Learners by country of birth



#Former Yugoslav Republic of Macedonia
*excludes SARs and Taiwan



“ I am happy to be (a) part (of) this class because I have a fantastic experience with the classmates and (the) teach. I give thanks to **commUnity+** for this opportunity. - Maria. SEE Student ”

“ I Like my teacher James and Natashca. I like to come to school. I like learning English. - Vebhiye Hassan, SEE Student ”



Legal Services

The Brimbank Melton Community Legal Centre (BMCLC) provides free legal services for people who live, work or study in the Brimbank, Melton and Bacchus Marsh communities. The 2015-2016 financial year has been a year of great change and evolution for BMCLC. Much work has been done to develop and invest in projects of strategic importance to the centre and the local community, as well as investing in and growing the expertise and skills of the BMCLC team.



As always, the centre has run a number of projects this year which implement or trial innovative ways to improve access to legal services for key groups with the local community. Two areas of particular focus have been family violence services and services which support the legal needs of those in financial difficulty.

Given government and sector focus on family violence following the Royal Commission into the systemic issues of this subject area, BMCLC was keen to take a lead in addressing the circumstances and legal needs of those experiencing family violence in the local community. The Health-Justice partnership with Western Health at Sunshine Hospital to deliver legal outreach services to patients in the ante-natal program has been very successful. It enables us to identify those at risk or currently experiencing family violence and support them in exploring all options to protect and support them.

A similar partnership approach has been employed to deliver services with Cohealth in Footscray. In this project, a BMCLC lawyer has been embedded in local health services to enable a triage approach to be taken with users of the health services. This enables us to deliver legal assistance to vulnerable population groups who traditionally would not seek out legal help. BMCLC hopes to continue to refine and offer legal services within these projects over the next year.



The Mortgage Wellbeing Service (MWS) in partnership with Djerriwarrh Health Services enables a BMCLC lawyer to work closely with a social worker and financial counsellor to proactively identify those who are at risk of or who are currently experiencing mortgage stress. In this project, strategies were developed and implemented for individual clients to address the immediate pressures and achieve relief and/or a pathway out of mortgage stress.

Similarly, the Clean Slate project works with prisoners to aggregate debts and seek relief from creditors.

This approach sought to remove the financial pressures that could contribute to recidivism. Both the MWS and Clean Slate projects achieved significant client and systemic outcomes which contributed substantially to the evidence around health justice partnerships and how integrated models can work.





The Vietnamese Lawyer Project commenced and is focused on the development of services for a section of the community that traditionally face language and cultural barriers to accessing legal services. This project provides bilingual community legal education and legal advice to members of the Vietnamese community. Significant numbers of clients have been seen and provided with advice or referrals in this project. In addition, some clients have had their cases taken on by the BMCLC in matters ranging from family violence and financial stress to civil debts and general family law. This project will continue in 2016-2017.



During the reporting period the BMCLC was excited to produce its first Community Legal Action (CLE) plan. This plan takes a strategic approach to identifying priority areas for the development of legal education services to the community. It is hoped that this CLE plan will help target BMCLC resources to the delivery of services which are of greatest benefit to our community. It also enables BMCLC to identify and target key partners external or internal to **commUnity+**, in the delivery of these services.

To further develop our lawyers' capacity and to promote greater cross sector working, the BMCLC obtained membership of the Western Integrated Family Violence Committee. This committee is a community forum focused on discussing and identifying family violence issues in Melbourne's west. It is an important forum for BMCLC to consult and work with other organisations in developing responses to family violence issues.



A team from BMCLC travelled to Perth to deliver a presentation on the MWS at the National Association of Community Legal Centres in Fremantle. The presentation was well received with much interest in the experiences and outcomes of the project. The BMCLC also hosted a round-table discussion on alcohol and other drug, focused on the legal needs of drug users in the western suburbs. This forum led to the partnership with Cohealth in delivering the Health Works project.

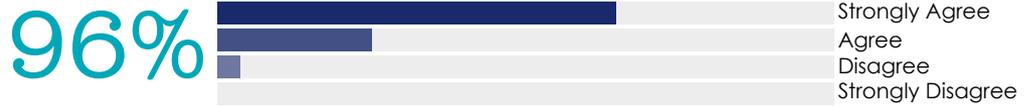
During the year there were a number of changes to the BMCLC team. We welcomed two new community lawyers, Beverley Lindsay and Pauline Alabakis. A new legal receptionist commenced, Jen Eby, and we recruited Lloyd Murphy to the position of graduate lawyer. Shifrah Blustein took on the role of manager of strategic projects and law reform. This position was created as a pilot project to support the development of project management skills across the team and to spearhead our approach to the development of health justice partnerships in the sector.

We would like to take this opportunity to thank our funders, partners, stakeholders, past and present staff and volunteers for their continued support of BMCLC.



The Brimbank Melton Community Legal Centre...

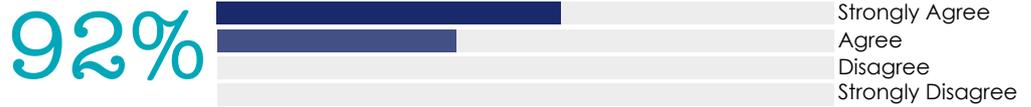
is easy to contact



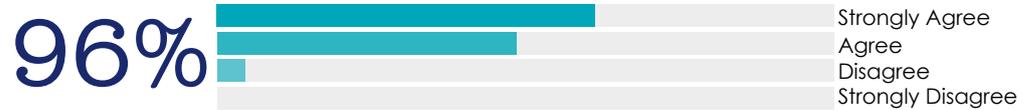
gave me advice that was easy to understand



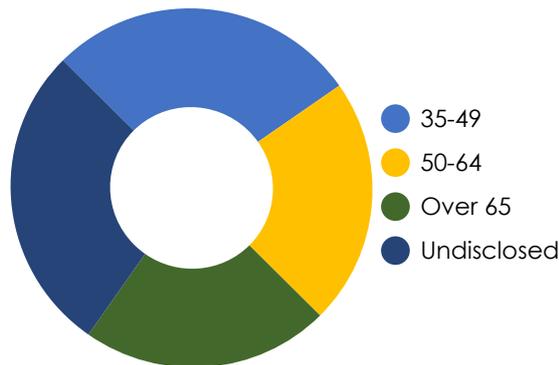
helped me deal with my issue:



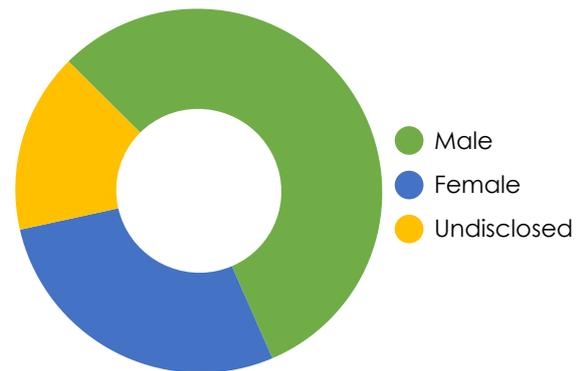
responded quickly to my query



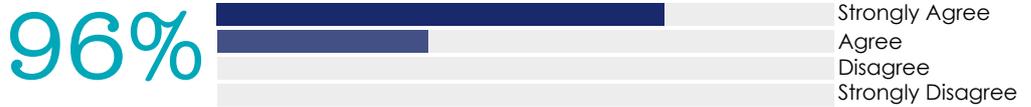
BMCLC clients by age group



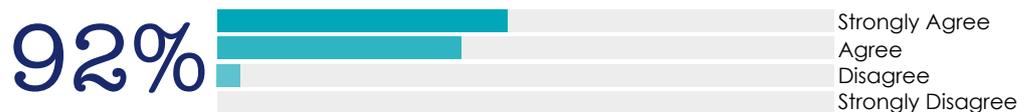
BMCLC clients by gender



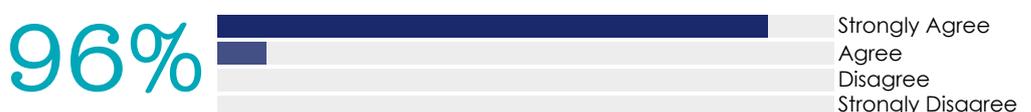
My understanding of my legal rights and responsibilities has improved



I am now more confident to deal with the legal system in the future



The staff have treated me well





Thomas suffered several workplace injuries which left him unable to work. He also has literacy issues. He was pursuing a WorkCover claim with the help of personal injury lawyers. For at least twelve months, Thomas had entered into and complied with several hardship arrangements with the bank on this basis, enabling him to make reduced repayments on the mortgage.

He was still waiting for an outcome on his personal injury claim as the most recent hardship arrangement was coming to an end and sought assistance from our service. Thomas was afraid of losing his home. We assisted him to make another application for hardship, this time on the basis that there was a court date set in the not-too-distant future and therefore there were higher prospects of an outcome and improvement in his financial circumstances.

Unfortunately, the bank refused his hardship application. Not only this but the bank continued to contact Thomas for payment of the arrears despite our service acting on his behalf. We assisted Thomas to complain to the Financial Ombudsman Service about both the bank's refusal of hardship and their continued and unwanted contact. In settlement of the claim, the bank awarded Thomas an amount of compensation and agreed to enter into another reduced repayment arrangement on the basis of his current hardship.



A young mother with three children was referred to the service. She had experienced ongoing family violence throughout her eight-year relationship consisting of psychological, verbal and physical abuse. The most recent incident involved a physical assault on the client in front of the three children. She had previously had a limited IVO against the respondent but it had lapsed. She sought legal advice about how to lodge another IVO application that would prevent any contact from the respondent, and what to do in relation to child contact arrangements.

The lawyer assisted in drafting the application for IVO and provided legal advice and referrals to WRISC family violence support service in Ballarat and the Family Relationships Centre Sunshine for mediation. BMCLC represented the client at Bacchus Marsh Magistrates' Court where a full order was made for 12 months, which prevents the respondent making any contact with our client or going to her home. BMCLC supported the client to engage with the Family Relationship Centre mediation service and represented her at legally assisted family dispute resolution. As a result, the parents agreed to a workable parenting plan for the children which also took appropriate account of the family violence risks and safety needs.



Our Children's Contact Services (CCS)

aim to help families function better and contribute to a supportive environment for children. The CCS offers a number of services, from supervised contact visits to facilitated change-over visits for children between parents, carers or significant others. The CCS team is committed to also ensuring that emotional support is offered to parents and carers in addition to follow-up assistance, referral and advice when needed.



The past twelve months has been a very productive and invigorating time for the **commUnity+** Children's Contact Centre (CCS). The CCS has met a number of very exciting challenges while servicing the needs of consumers across six local council areas, and has addressed these with commitment and utmost professionalism.

Prior to the opening of the new state-of-the-art, purpose-built premises at 822 Ballarat Road, Deer Park, the CCS team were providing ongoing service, assistance and support from Visy Hub, Sunshine. Despite the challenges, the CCS team were able to ensure that its service charter was met. In fact, our most recent survey showed that 80% of those surveyed thought the service provided safety and support to those in attendance, a very pleasing result.

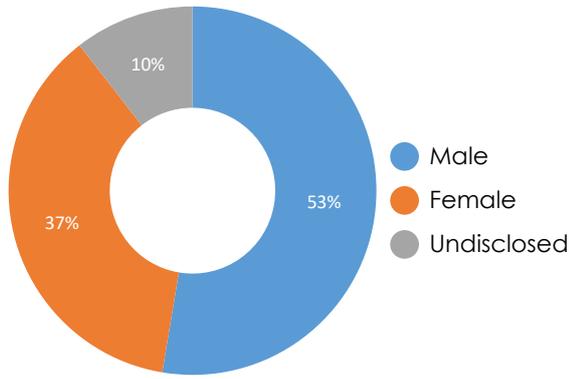
The CCS team continued to provide other support services such as financial counselling, individual adult and child/ren counselling, legal advice, and information regarding various matters impacting on children's, parents' and significant others during stressful times pre- and post-separation. The CCS looks forward to strengthening partnerships in this area.

As a part of our holistic approach to supporting the community, the CCS team organises a special program that provides a safe and fun opportunity for children and parents to connect and socialise. Children and their parents/carers are always welcomed to participate in CCS's Tuesday mornings 'rhythm and rhyme' dance-along and have some time-out activities. Not only do the children dance and step to the rhythm but the parents and carers also join in the rhyme and the fun! The CCS thanks Ms Sally Wheymiss for her commitment to the program over the past twelve months.

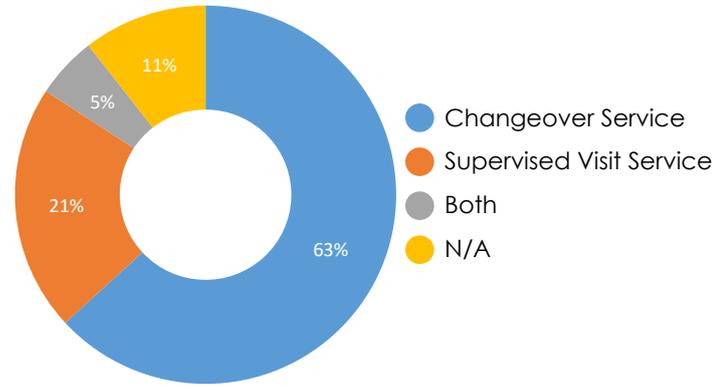
We thank Vicki Tattersalls for her leadership and the hard-working team of social workers and administration staff who have provided an excellent service to our families and children in the last financial year.



CCS Clients by gender

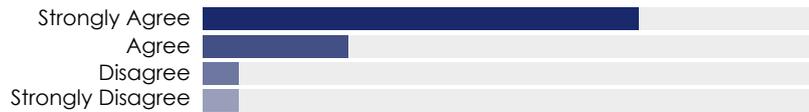


Services provided by CCS by type



Since attending the Children’s Contact Service...

Our family feels safer



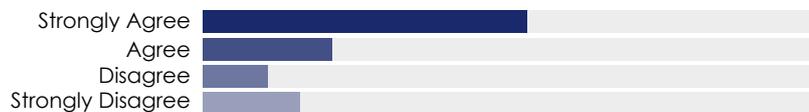
84%

I feel more confident as a parent



68%

I am able to get support from community+ workers when I need it



74%



A 9 year old child expresses emotions of feeling safer and freer through a drawing during an assessment session with one of the CCS workers.



“Happy Faces”, as depicted in art form by an 8 year old, post contact with the CCS



“A sunny day in a garden” - drawn by a 6 year old child

Corporate Services



The Corporate Services team supported the direct service programs of **commUnity+** by ensuring the smooth operation of all program areas and ensuring organisational financial viability and future sustainability.

A review of the Corporate Services team in 2015/2016 resulted in more streamlined and sustainable business and corporate services to support program delivery. The team provided finance, human resources, IT, facilities, administration, communications, compliance and reporting, OH&S, stakeholder engagement and governance services. The team developed and implemented organisational infrastructure, systems and skills to help commUnity + achieve its strategic objectives.

Throughout the year, Corporate Services staff also provided expert professional services to other community organisations. This included communications support, stakeholder engagement, payroll and bookkeeping services to organisations such as Footscray Community Legal Centre, Learning for Employment consortium and Melton City Council Neighbourhood House Network. These services provided an additional revenue stream and gave other organisations access to high level professional services in key areas.

The Corporate Services team continued to provide consistent and quality services to programs despite the challenging financial environment. Operational improvements included streamlined financial procedures, improved IT procedures and internal OH&S and stakeholder engagement training.

As part of the commitment of **commUnity+** to providing positive employment outcomes for our community, the Corporate Services team worked with AMES to provide workplace training and experience to participants in the Work for the Dole program. These placements enabled participants to gain on-the-job experience with the aim to transition into long term employment.

We sincerely thank all the Corporate Services staff and placements for their work throughout the year.



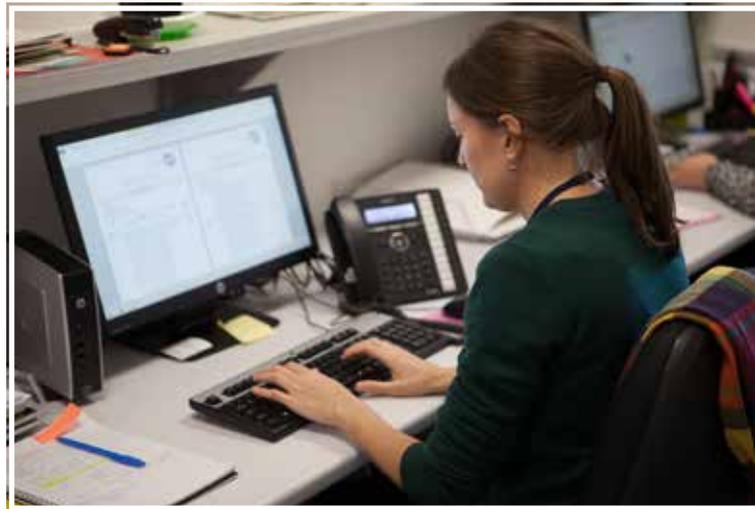
i am happy to be a part of an organisation that primarily focusses on educating and empowering people with the basic skills necessary to get a job and live a respectable life in the society.

It is indeed a pleasure to work with people who have a great sense of humour and who are always ready to help with a smile.

My journey so far has been very informative and enjoyable. Thanks to one and all.

- Mahalasa Gadiyar, **commUnity+** admin team member





The **commUnity+** leadership team (from left):
Andrew Burns, Director of Legal Service. Andrew Wicks, Director of Operations.
Simon Roberts, Director of Community Engagement and Social Participation. Phil Javier, Director of Education.



GENERAL PURPOSE FINANCIAL REPORT

For the year ended
30 June 2016

Comm Unity Plus Services Ltd

Formerly known as

Community West (Victoria) Ltd

ACN 603 318 494



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Directors' Report

The Board of Directors presents their report on the Association for the financial year ended 30 June 2016.

Directors

The names of members of the Board of Directors in office at any time during or since the end of the year are:

Name	Board position	Term notes
James McCarthy	Chairperson	
Helen Douglas	Deputy Chairperson	Resigned October 2015
Sejla Kadric	Treasurer	
Dawn Rees	Director	Resigned October 2015
Godefa Gher	Director	
Kim Nguyen	Secretary	
Jasmine Pisasale	Director	
Rachel Peirce	Director	Appointed October 2015

Principal Activities

Comm Unity Plus Services Ltd delivers a range of early intervention and prevention programs and focuses on informing and engaging with their communities by delivering:

- Adult Education
- Family Services
- Legal Services (from the Brimbank Melton Community Legal Centre) and
- A range of community engagement activities from their Neighbourhood House at Deer Park.

The services are pivotal to building social capital in Melbourne's Western Suburbs.

There were no significant changes in the principal activities of the Association during the year.

Short Term & Long Term Objectives

- Building the capacity of our community by respecting diversity and striving for social justice.
- Plan and deliver a range of services across the continuum, including intervention and prevention services.
- Accessible flexible and easy to navigate, cohesive programs.
- Comprehensive engagement with the community and stakeholders to respond to unmet needs and evaluate our services.
- Aimed at children, families and community members who may experience multiple barriers due to:
 - Social isolation
 - Language, literacy and numeracy
 - Concerns for social, physical or emotional safety

Strategy for achieving short and long-term objectives

The Company's strategies for achieving these short and long-term objectives are to:

1. Build relationships and collaboration for improved service delivery
 - Establish community engagement strategies to provide input into planning programs
 - Ensure services are delivered in partnership with relevant stakeholders
 - Commitment to evaluating effectiveness of our programs from both client and stakeholder perspectives
2. Deliver services across the continuum
 - Plan, implement and monitor early intervention and prevention services
 - Provide outreach models and flexible delivery options
 - Seamless referral pathways provided with improved referral processes
3. Embed a sustainable future through organisational development
 - Develop mechanisms to monitor quality of service delivery and regular evaluation
 - Commit to building capacity in our workforce and offer ongoing professional development opportunities
 - Value the skills, knowledge and attributes of paid, unpaid staff and community members of **commUnity+** (formerly Community West)

Key Performance Indicators

Measured using the strategies for achieving short and long-term objectives.

Comments by the Directors for Information Purposes

During the 2015 financial year the Association formerly known as Community West Inc legally migrated to form the Company, Community West (Victoria) Ltd on December 2015 and changed the name to Comm Unity Plus Services Ltd in January 2016.

Information on Directors

The particulars of the qualifications, experience and special responsibilities of each Director are as follows:

James McCarthy

Qualifications

Dip Social and Community Service Work, Cert IV Mental Health Work, Cert IV Alcohol and Other Drug Work, Grad Cert Human Services, Grad Cert Social Science, Grad Cert Community Service Practice, Cert IV Business (Governance)

Experience

James is currently a Family Violence Case Investigator for the Coroners Court of Victoria. James is a Social Worker with over 20 years' experience in the social and human services sector. He is involved with several other organisations and is the current chairperson of No To Violence, C-Collective (an organisation started by James) and was the previous president of Interchange Victoria. James has a range of qualifications in areas including; family violence, governance, AOD, mental health and training and assessment. James has maintained a strong connection with the Western suburbs of Melbourne through the many roles he has held. James has been a board member since 2004. James is the current chairperson of Comm Unity Plus Services Ltd and in his time with the organisation he has been the chairperson for 8 years and deputy chairperson for 3 years.

Helen Douglas

Qualifications

Division 1 Nursing (General/Children), Grad Cert Management

Experience

Helen emigrated to Australia in 1987, and is qualified in nursing, risk management, quality assurance and occupational health and safety. Helen has worked for both hospital and community based organisations in various roles for over 25 years and is currently General Manager of Operations at Calvary Community Care, a not-for-profit community organization. Helen had been a Comm Unity Plus Services Ltd Board Member since 2009.

Sejla Kadric

Qualifications

BBA, Grad Dip CA, Member of the Institute of Chartered Accountants in Australia

Experience

Sejla was elected to the Comm Unity Plus Services Ltd Board in 2012. She is the manager and chartered accountant at ShineWing Australia Pty Ltd. Sejla moved to Australia in 1996 and grew up in the western suburbs. As a Board Member, her financial expertise ensures the Company has highly developed financial and internal control systems to mitigate any risks. Sejla has significant experience auditing not-for-profit organisations and understands the structures, rules and reporting obligations of incorporated associations. Sejla was appointed to the Board as Treasurer in 2013.

Dawn Rees

Qualifications MBA, BBus, Grad Dip Education

Experience Dawn is a Management Consultant for McKinsey & Company and had been on the Board of Comm Unity Plus Services Ltd since 2010. She is a former teacher from the Brimbank area and has a particular interest in the development of the Brimbank community. Dawn emigrated to Australia in 1987 and has worked in the government and health sectors in several countries bringing a breadth of experience to the Company.

Godefa Gher

Qualifications BA, MSocSc(DevSt), MCCD

Experience Godefa was elected to the Comm Unity Plus Services Ltd Board in 2013. Godefa is an experienced adult educator currently teaching Community Services, as well as working extensively with newly arrived communities in Melbourne's western suburbs. Godefa sits on several boards and committees, including the Migrant Resource Centre North West and City West Water. He is also currently completing his PhD.

Kim Nguyen

Qualifications BA, Cert IV Frontline Management, Cert III Employment Services, Grad Cert Management

Experience Kim was elected to Comm Unity Plus Services Ltd Board in 2013. She has worked extensively in the employment and asylum seeker sector assisting culturally diverse clients find pathways to employment and seek asylum in Australia. Arriving to Australia as a refugee over 17 years ago, Kim is passionate about the rights of culturally and linguistically diverse communities and advocates to remove barriers to employment. Kim has strong professional networks in Melbourne's north and west which add enormous value to her work with our Board. She strongly believes in integrating compassion, respect and honesty into her daily work.

Jasmine Pisasale

Qualifications BA, LLB

Experience Jasmine was elected to the Comm Unity Plus Services Ltd Board in 2014. She is a practicing Criminal Lawyer working for a well-known criminal defence firm in the City. Jasmine appears daily in all suburban Magistrate's Courts, particularly those located in the Western suburbs. Through this, she regularly works with people facing issues such as homelessness, drug addiction, family violence and poverty through linking them with appropriate community support services. As a Board Member, Jasmine contributes her knowledge and passion in this field by ensuring the best possible support services can be provided to those from disadvantaged or marginalised backgrounds.

Meetings of Directors

During the financial year, 7 (seven) meetings of Directors (including committees of Directors) were held. Attendances by each director during the year were as follows:

	Meetings	
	Number eligible to attend	Number attended
James McCarthy	7	7
Helen Douglas	7	1
Seia Kadric	7	4
Rachel Peirce	7	6
Godefa Gher	7	7
Kim Nguyen	7	5
Dawn Rees	7	1
Jasmine Pisasale	7	6

The Directors act in an honorary capacity and are not paid for services as Directors to Comm Unity Plus Services Ltd.

After Balance Day Events

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect.

Contribution in winding up

Comm Unity Plus Services Ltd is a Company limited by guarantee. If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$5.00 towards meeting any outstanding obligations of the Company

At 30 June 2016 the collective liability of members was \$45 (2015: \$45)

Auditor's Independence Declaration

The auditor's independence declaration for the year ended 30 June 2016 has been received and is included in this report on Page 6.

Signed in accordance with a resolution of the Board of Directors.

Director


James McCarthy


Seija Kadric

Dated: September 2016



**AUDITOR'S INDEPENDENCE DECLARATION
UNDER 60-40 OF THE AUSTRALIAN CHARITIES AND
NOT-FOR-PROFITS COMMISSION ACT 2012
TO THE DIRECTORS OF
COMM UNITY PLUS SERVICES LTD
ACN 603 318 494**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2016 there have been:

- (i) no contraventions of the auditor independence requirements of the *Australian Charities and Not for Profits Commission Act 2012* in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

Name of Auditor: Frederik R.L. Eksteen

Date: 19 September 2016

Address: Collins & Co
127 Paisley Street
Footscray VIC 3011

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME

FOR THE YEAR ENDED 30 JUNE 2016

	2016	2015
Note	\$	\$
REVENUES	5,296,608	4,867,773
EXPENSES		
Employee benefits expenses	(3,549,443)	(3,780,047)
Depreciation and amortisation expenses	(51,887)	(160,108)
Interest Paid on Building Loan	(21,296)	-
Loss on Sale of Property, Plant & Equipment	(69,420)	-
Program Resources	(199,939)	(94,190)
Lease Expenditure	(645,485)	(627,554)
Data Management Fees	(112,850)	(123,072)
Other expenses	(527,547)	(410,843)
Profit/ (Loss) attributable to entity	118,741	(328,041)
Other comprehensive income after income tax	-	-
Net gain or loss on revaluation of non-current assets	(292,337)	-
Other comprehensive income for the year, net of tax	(292,337)	-
Total comprehensive income for the year, net of tax	(173,596)	(328,041)
Total comprehensive income/ (loss) attributable to entity	(173,596)	(328,041)

The income statement is to be read in conjunction with the audit report and the notes to the financial statements.

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2016

		2016	2015
	Note	\$	\$
CURRENT ASSETS			
Cash and Cash Equivalents	4	1,029,266	1,021,217
Trade and Other Receivables	5	337,334	119,066
Other Current Assets	6	103,309	143,110
TOTAL CURRENT ASSETS		1,469,909	1,283,393
NON CURRENT ASSETS			
Property, Plant and Equipment	7	2,862,473	1,227,231
TOTAL NON-CURRENT ASSETS		2,862,473	1,227,231
TOTAL ASSETS		4,332,382	2,510,624
CURRENT LIABILITIES			
Trade and Other Payables	8	680,925	557,772
Provisions	9	254,776	220,091
TOTAL CURRENT LIABILITIES		935,701	777,863
NON-CURRENT LIABILITIES			
Trade and Other Payables	8	-	-
Borrowings	10	1,837,516	-
Provisions	9	-	-
TOTAL NON-CURRENT LIABILITIES		1,837,516	-
TOTAL LIABILITIES		2,773,217	777,863
NET ASSETS		1,559,165	1,732,761
EQUITY			
Accumulated Funds		1,198,865	1,080,124
Reserves		360,300	652,637
TOTAL EQUITY		1,559,165	1,732,761

The balance sheet is to be read in conjunction with the audit report and the notes to the financial statements

STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 JUNE 2016

	Accumulated Funds	Asset Revaluation Reserve	Total
	\$	\$	\$
Balance as at 1 July 2014	1,408,165	652,637	2,060,802
Loss Attributable to Entity	(328,041)	-	(328,041)
Balance as at 30 June 2015	1,080,124	652,637	1,732,761
Profit Attributable to Entity	118,741	-	118,741
Decrease in Asset Revaluation Reserve	-	(292,337)	(292,337)
Balance as at 30 June 2016	1,198,865	360,300	1,559,165

The statement of changes in equity is to be read in conjunction with the audit report and the notes to the financial statements.

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2016

		2016	2015
	Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Customers & Grants		5,189,126	5,089,219
Payments to Employees & Suppliers		(4,963,191)	(5,057,663)
Interest Received		14,780	19,009
Interest Paid		(21,296)	-
Net Cash Generated from/ (Used in) Operating Activities	13	219,419	50,565
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from Disposal of Property, Plant and Equipment		6,653	-
Payment for Purchase of Property, Plant and Equipment		(2,055,539)	(63,129)
Net Cash (Used in)/ Provided by Investing Activities		(2,048,886)	(63,129)
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from Borrowings		1,837,516	-
Repayment of Borrowings		-	-
Net Cash Used in Financing Activities		1,837,516	-
Net increase/ (decrease) in cash held		8,049	(12,564)
Cash and Cash Equivalents at Beginning of Financial Year		1,021,217	1,033,781
Cash and Cash Equivalents at End of Financial Year	4	1,029,266	1,021,217

The cash flow statement is to be read in conjunction with the audit report and the notes to the financial statements.

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2016

Note 1. Statement of Significant Accounting Policies

The financial statements and notes represent those of Comm Unity Plus Services Ltd, the Company.

Policies Basis of preparation

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards - Reduced Disclosure Requirements of the Australian Accounting Standards Board (AASB) and the ACNC Act 2012. The Company is a not-for-profit Company for financial reporting purposes under Australian Accounting Standards.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting Policies

a. Property, Plant and Equipment

Freehold land and buildings, plant & equipment are brought to account at cost less, where applicable, any accumulated depreciation and impairment losses. The carrying amount of property, plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount of these assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to their present values in determining recoverable amounts.

The cost of fixed assets constructed within the Company includes the cost of materials, labour, borrowing costs and an appropriate proportion of fixed and variable overheads.

Subsequent costs are included in the assets carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the company and the cost of the asset can be measured reliably. All other repairs & maintenance are charged to the income statement during the financial period in which they are incurred.

Increases in the carrying amount arising on the revaluation of land and buildings are credited to a revaluation reserve in equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the income statement.

The depreciable amount of all fixed assets including building and capitalised lease assets, but excluding freehold land, is depreciated on a straight line basis over their useful lives to the Company commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to depreciation.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. An assets carrying amount is written down immediately to its recoverable amount if the assets carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains and losses are included in the income statement.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Buildings	2.50%
Computer Software	30.00%
Telephone System	20.00%
Computer Equipment	30.00%
Office Equipment, Furniture & Fittings	7.50% - 30.00%
Security System	25.00%

b. Impairment of Assets

At each reporting date, the company reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value-in-use, is compared to the asset's carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the income statement.

Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash generating unit to which the asset belongs.

c. Leases

All leases are classified as operating leases. Minimum lease payments made under operating leases are charged as an expense in equal instalments over the accounting periods covered by the lease term.

d. Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Company commits itself to either purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and Subsequent Measurement

Finance instruments are subsequently measured at either of fair value, amortised cost using the effective interest rate method, or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as (i) the amount at which the financial asset or financial liability is measured at initial recognition (ii) less principal repayments (iii) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and (iv) less any reduction for impairment.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Financial assets at fair value through the profit & loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, or where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a Company of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after the end of reporting period. If during the period the Company sold or reclassified more than an insignificant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investments would be tainted and reclassified as available-for-sale.

Available-for-sale Financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not capable of being classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in equity of other entities where there is neither fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to be disposed of within 12 months after the end of the reporting period.

Financial liabilities

Non-derivative financial liabilities are recognised at amortised cost, comprising original debt less principal payments and amortisation.

Fair value

Fair Value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

Impairment

At the end of each reporting period, the entity assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expired. The difference between the carrying value of the financial liability, which is extinguished or transferred to another party and

the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

e. Employee Benefits

Short term benefits

The provisions for employee entitlements to wages, salaries, annual and paid maternity leave represent obligations resulting from employees' services provided up to reporting date, calculated at undiscounted amounts based on wage and salary rates, including related on-costs, which the Company expects to pay at the end of each reporting period.

Long term benefits

The provision for employee entitlements to long service leave represents the present value of the estimated future cash outflows to be made resulting from employees' services provided up to reporting date.

Superannuation

Superannuation contributions are made by the Company to approved superannuation funds for all employees. The costs are charged as employee expenses as they are incurred. The Company has no legal obligation to cover any shortfall in the superannuation funds' obligations to provide benefits to employees on retirement.

f. Provisions

Provisions are recognised when the Company has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

g. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short term borrowings in current liabilities in the statement of financial position.

h. Revenue

Revenue comprises income from the provision of government grants, client contributions and donations. Revenue from major products and services is shown in Note 2.

Government Grants

A number of the organisation's programs are supported by grants received from the Federal, State and Local Governments.

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

Revenue from a non-reciprocal grant that is not subject to conditions is recognised when the organisation obtains control of the funds, economic benefits are probable and the amount can be measured reliably.

If the organisation receives a non-reciprocal contribution of an asset from a government or other party for no nominal considerations, the asset is recognised at fair value and a corresponding amount of revenue is recognised.

Client Contributions

Fees charged services provided to clients are recognised when the service is rendered.

Donations

Donations collected, are recognised as revenue when the organisation gains control, economic benefits are probable and the amount of the donation can be measured reliably.

Interest Received

Interest revenue is recognised on a time proportional basis taking into account the interest rates applicable to the financial assets.

All receipts are stated net of Good and Services Tax.

i. Trade & Other Payables

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

j. 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 Tax Office.

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.

Cash flows are presented on a net basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows excluded from the receipts from customers or the payments to suppliers.

k. Income Tax

By virtue of its aims as set out in the constitution, the Company qualifies as an organisation specifically exempt from income tax under Section 50-45 of the Income Tax Assessment Act, 1997.

l. Comparative Figures

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

When an entity applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements, a statement of financial position as at the beginning of the earliest comparative period must be disclosed.

m. Critical Accounting Estimates and Judgements

The direction evaluate estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information.

Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Company.

Key Estimates - Impairment (General)

The Company assesses impairment at each reporting date by evaluating conditions specific to the Company that may lead to impairment of assets.

Where an impairment trigger exists, the recoverable amount of the asset is determined.

Key Judgements - Provision for Impairment of Receivables

The management believe that \$2,115 of the debt may be unrecoverable, and therefore a similar provision for impairment has been made.

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$

Note 2. Operating Activities: Revenues

Grants & Other Funding Income	5,060,829	4,752,622
Corporate Services Income	155,922	35,246
Fees Received	42,203	41,281
Other Income	22,874	19,615
Interest Received	14,780	19,009
Total Revenues	5,296,608	4,867,773

Note 3. Operating Activities: Expenses

Depreciation of non-current assets	51,887	160,108
Salaries and wages	3,147,979	3,377,043
Superannuation	280,038	309,876

Key Management Personnel Remuneration

Key management of the Association are the members of the Board of Management, the Chief Executive Officer and Senior Executive Managers. Included in salaries and wages above is the following key management personnel remuneration:

Key management personnel remuneration	664,357	524,709
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Note that the Board of Management are not financially

Note 4. Cash and Cash Equivalents

Cash on Hand	900	1,120
Commonwealth Bank of Australia - Trading Cheque	10,591	51,598
Commonwealth Bank of Australia - Term Deposit Account	8,985	8,707
Commonwealth Bank of Australia - Term Deposit Account	464,855	456,118
Commonwealth Bank of Australia - Saver Account	468,924	117,036
Commonwealth Bank of Australia - Society Cheque	47,336	-
Commonwealth Bank of Australia - Cash Management	27,675	386,638
	1,029,266	1,021,217

Reconciliation of Cash

Cash at the end of the financial year as shown in the cash flow statement

Cash and Cash Equivalents	1,029,266	1,021,217
	1,029,266	1,021,217

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$

Note 5. Trade and Other Receivables

Trade Debtors & Grants Receivable	339,449	123,274
Less: Provision for Doubtful Debts	(2,115)	(4,208)
	337,334	119,066

Note 6. Other Current Assets

Accrued Income	-	36,225
Clearing Account	510	-
Prepayments	59,059	54,545
Rental Bonds	43,740	52,340
	103,309	143,110

Note 7. Property, Plant and Equipment

Freehold Land & Buildings		
Land at Valuation	615,000	-
Buildings at Cost	2,047,942	-
Buildings & Land at Valuation	-	1,131,625
Impairment	-	(203,251)
	2,662,942	928,374

Computer & Office Equipment		
At Cost	147,574	307,898
Accumulated Depreciation	(87,583)	(238,308)
	59,991	69,590

Telephone System		
At Cost	41,030	47,665
Accumulated Depreciation	(22,413)	(27,466)
	18,617	20,199

Office Equipment		
At Cost	136,037	274,545
Accumulated Depreciation	(46,756)	(154,015)
	89,281	120,530

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$
Security System & Card		
At Cost	-	17,359
Accumulated Depreciation	-	(15,793)
	-	1,566
Software Pool		
At Cost	10,753	17,108
Accumulated Depreciation	(2,009)	(13,339)
	8,744	3,769
Motor Vehicle		
At Cost	33,002	33,002
Accumulated Depreciation	(10,104)	(9,282)
	22,898	23,720
Capital Works in Progress	-	59,483
Total Property, Plant and Equipment	2,862,473	1,227,231

(i) The revaluation of land was performed by an independent property valuer.

Note 7. Property, Plant and Equipment (Continued)

(b) Reconciliation of Movement in Carrying Values

	Land & Buildings	Computer & Office Equipment	Telephone System	Office Equipment	Security System & Card	Software Pool	Motor Vehicle	Capital Works in Progress	Total Property, Plant & Equipment
Written down value at 1 July 2014	940,953	135,431	22,618	131,550	2,348	5,663	29,908	55,738	1,324,209
Additions	12,746	19,971	4,659	22,009	-	-	-	3,745	63,130
Revaluations	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
Depreciation expense	(25,325)	(85,812)	(7,078)	(33,029)	(782)	(1,894)	(6,188)	-	(160,108)
Written down value at 30 June 2015	928,374	69,590	20,199	120,530	1,566	3,769	23,720	59,483	1,227,231
	Land & Buildings	Computer & Office Equipment	Telephone System	Office Equipment	Security System & Card	Software Pool	Motor Vehicle	Capital Works in Progress	Total Property, Plant & Equipment
Written down value at 1 July 2015	928,374	69,590	20,199	120,530	1,566	3,769	23,720	59,483	1,227,231
Additions	20,532	4,900	3,033	31,327	-	7,288	-	1,988,459	2,055,539
Revaluations	(292,337)	-	-	-	-	-	-	-	(292,337)
Disposals	(18,643)	(7,257)	(1,292)	(46,489)	(1,316)	(1,076)	-	-	(76,073)
Depreciation expense	(22,926)	(7,242)	(3,323)	(16,087)	(250)	(1,237)	(822)	-	(51,887)
Transfer to Land & Buildings	2,047,942	-	-	-	-	-	-	(2,047,942)	-
Written down value at 30 June 2016	2,662,942	59,991	18,617	89,281	-	8,744	22,898	-	2,862,473

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$
Note 8. Trade and Other Payables		
Current - Unsecured		
Trade Creditors	58,657	55,250
Accrued Expenses	97,677	69,872
Income Received in Advance	361,507	274,259
Superannuation Payable	29,168	22,989
GST Payable	58,119	97,176
PAYG Withholding Tax Payable	75,037	38,226
Commonwealth Bank of Australia - Credit Cards	760	-
	680,925	557,772
Non-Current - Unsecured		
Other payables	-	-
	680,925	557,772
Financial liabilities at amortised cost classified as trade and other payables		
Trade and other payables		
Total current	680,925	557,772
Total non-current	-	-
	680,925	557,772

Note 9. Provisions

Current		
Annual Leave	128,265	116,429
Long Service Leave	126,511	103,662
	254,776	220,091
Non-Current		
Long Service Leave	-	-
	-	-

Note 10. Borrowings

Non-Current		
Commonwealth Bank of Australia: Mortgage Loan	1,837,516	-
	1,837,516	-

The mortgage loan is secured by First Registered First Mortgage by the Commonwealth Bank of Australia over property situated at 822 & 824 Ballarat Road, DEER PARK VIC 3023. This loan is for a 2 year term and is interest only and will not be called by the Bank within the next 12 months.

	2016	2015
	\$	\$

Note 11. Leasing Commitments

Operating Lease Commitments

The organisation's future operating lease payments are as follows:

Payable - Minimum Lease Payments		
no later than 12 months	616,954	594,688
between 12 months and 5 years	774,590	1,391,454
greater than 5 years		-
	1,391,545	1,986,141

The property lease commitments are non-cancellable operating leases with lease terms between one and five years. Increases in lease commitments may occur in line with CPI or market rent reviews in accordance with the agreements.

Note 12. Capital Commitments

Future capital commitments include the following:

Redevelopment of Deer Park Property in Ballarat Road	-	2,122,000
	-	2,122,000

The redevelopment of the Deer Park property in the 2016 year created the Deer Park Community Centre, which was financed by a loan from the Bank.

Note 13. Cash Flow Information

(a) Reconciliation of Cash Flow from Operations with Profit after

Operating Surplus/ (Deficit)	118,741	(328,041)
Non-cash flows in profit		
Depreciation	51,887	160,108
(Profit)/ Loss on Disposal of Property, Plant & Equipment	69,420	-
Changes in Assets and Liabilities		
(Increase)/Decrease in Trade and Other Receivables	(216,175)	113,490
Increase/(Decrease) in Doubtful Debt Provision	(2,093)	4,208
(Increase)/decrease in Accrued Income	36,225	(36,225)
(Increase)/decrease in Prepayments and Rental Bonds	3,576	(76,513)
Increase/(Decrease) in Trade and Other Payables	123,153	218,940
Increase/(Decrease) in Provisions	34,685	(5,403)
Cash flow from operations	219,419	50,565

	2016	2015
	\$	\$

Note 14. Financial Risk Management

a. Financial Risk Management

The Company's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable and bank loans.

The Company does not have any derivative instruments at 30 June 2016.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows

	Note		
Financial Assets	4		
Cash and cash equivalents		1,029,266	1,021,217
Loans and receivables	5	337,334	119,066
		1,366,600	1,140,283
Financial Liabilities	8		
Trade and other payables		680,925	557,772
		680,925	557,772

(i) Credit Risk

The maximum exposure to credit risk, excluding the value of any collateral or other security, at balance date to recognised financial assets is the carrying amount, net of any provisions for doubtful debts, as disclosed in the Statement of Financial Position and notes to the financial statements.

(ii) Liquidity Risk

The Company manages liquidity risk by monitoring forecast cash flows and ensuring that adequate borrowing facilities are maintained.

(iii) Interest Rate Risk

The finance committee meets on a regular basis to analyse the interest rate exposure in the context of the most recent economic conditions and forecasts.

Note 15. Contribution of Assets

Federal Government Grant Funding		
Department of Social Services	313,715	308,336
Department of Industries	-	1,651,344
Victoria Legal Aid	250,744	238,124
Attorney General Department	24,700	25,935
Department of Education and Training	1,971,664	-

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$

Note 15. Contribution of Assets (Continued)

State Government Grant Funding		
Department of Human Services	109,045	103,619
ACFE Funding	195,742	187,810
ACFE Capital Grants	5,000	9,500
VTG Concessions	54,532	169,792
ACFE Project Income	94,758	51,675
Department of Education & Early Childhood Development	1,170,372	1,276,453
Victoria Legal Aid	600,472	566,519
Victoria Law Foundation	-	11,380
VLA - Clean Slate Project	-	5,000
LSB - Mortgage Stress	175,498	87,750
Legal Student Placements	-	1,200
Department of Justice	72,742	-
Local Government Grant Funding		
Brimbank City Council Grants	21,200	27,900
Miscellaneous Grant Funding		
The Smith Family	645	-
Relationships Australia	-	30,285

Note 16. Victoria Legal Aid Compulsory Disclosure

Breakdown of Income from Victoria Legal Aid		
Commonwealth Income for the Financial Year	250,744	238,123
Victorian State Income for the Financial Year	558,855	600,892
SACS ERO Extra Income from 2015/2016 Financial Year	34,360	29,372
Service Generated Income	11,882	11,882
Total Income from Victoria Legal Aid	855,841	880,269
Grants from Victoria Legal Aid being carried forward to 2015/2016 Financial Year:		
SACS ERO Extra Income from 2012/2013 Financial Year	4,200	4,200
SACS ERO Extra Income from 2013/2014 Financial Year	18,395	18,395
SACS ERO Extra Income from 2014/2015 Financial Year	29,372	29,372
SACS ERO Extra Income from 2015/2016 Financial Year	34,360	-
SACS ERO Extra Income carried forward to 2016/2017 FY	86,327	51,967

NOTES TO THE FINANCIAL REPORT CONTINUED

	2016	2015
	\$	\$
Specific CLSP Assets		
Computer Equipment	12,904	8,205
less Accumulated Depreciation	(7,265)	(7,068)
	5,639	1,137
Office Equipment	49,977	32,618
less Accumulated Depreciation	(16,902)	(24,532)
	33,075	8,086
Telephone System	11,016	11,016
less Accumulated Depreciation	(8,357)	(7,900)
	2,659	3,115
Motor Vehicle	33,002	33,002
less Accumulated Depreciation	(10,104)	(9,282)
	22,898	23,720
TOTAL CLSP Assets	106,899	84,840
less Accumulated Depreciation	(42,627)	(48,782)
Written Down Value of Total CLSP Assets at 30 June 2016	64,271	36,058

Details of changes in CLSP assets (including purchases, sales and depreciation), legal commitments for future years and any CLSP Allowable Surplus and Excess Surplus are shown clearly in either reports or Notes to Accounts.

Note 17. Company's Details

The registered office of the company is:

Level 1
358 Main Road West
St Albans VIC 3021

The principal place of business of the company is:

Level 1
358 Main Road West
St Albans VIC 3021

DIRECTORS' DECLARATION

The responsible persons declare that in the responsible persons' opinion:

1. there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable; and
2. the financial statements and notes satisfy the requirements of the Australian Charities and Not-for-profits Commission Act 2012.

Signed in accordance with subsection 60.15(2) of the Australian Charities and Not-for-profit Commission Regulation 2013.

Chairperson


James McCarthy

Treasurer


Seila Kadric

Dated this

14th day of September 2016

DETAILED INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2016

	2016	2015
Note	\$	\$
REVENUE		
Grants	5,060,829	4,752,622
Federal Government Grants	2,560,823	2,223,739
State Government Grants	2,128,129	2,051,921
Local Government Grants	21,200	27,900
ACFE Funding & Concessions	350,032	418,777
Miscellaneous Grants	645	30,285
Fees	42,203	41,281
Course Fees	18,161	30,875
Child Contact Service Fees	10,214	10,406
Course Materials	6,391	-
Facility Fees	2,346	-
Training Income	5,091	-
Corporate Services Income	155,922	35,246
Bookkeeping Service Fees	62,958	21,458
Rental Income	92,964	13,788
Other Income	37,654	38,624
Employment Program Income	13,800	-
Interest Received	14,780	19,009
Legal Costs Recovered	3,150	2,854
Miscellaneous Income	5,924	16,761
TOTAL REVENUE	5,296,608	4,867,773

The balance sheet is to be read in conjunction with the audit report and the notes to the financial statements.

DETAILED INCOME AND EXPENDITURE STATEMENT CONTINUED

	2016	2015
Note	\$	\$
EXPENDITURE		
Depreciation & Amortisation	51,887	160,108
Employee Benefit Expenses	3,549,443	3,780,047
Consultancy Fees	59,190	60,686
Holiday Pay & Long Service Leave	34,685	(11,988)
Salaries & Oncost	3,147,979	3,377,043
Superannuation Contributions	280,038	309,876
WorkCover	19,100	24,967
Staff Professional Development	-	8,768
Payroll Processing Fees	8,451	10,695
Interest Paid on Building Loan	21,296	-
Lease Expenditure	645,485	627,554
Rent	579,598	575,259
Outgoings Rent	41,703	-
Venue Hire	24,184	52,295
Loss on Sale of Property, Plant & Equipment	69,420	-
Program Resources	199,939	94,190
Program Resources	46,892	18,442
Special Program Expenses	103,251	45,201
Translation Services	-	155
Subscriptions	18,915	16,940
Staff Training, Conferences & Seminars	30,881	13,452
Data Management Fees	112,850	123,072
Other Expenses	527,547	410,843
Accounting, Audit & Admin Fees	13,035	17,443
Advertising	10,258	11,728

The balance sheet is to be read in conjunction with the audit report and the notes to the financial statements.

DETAILED INCOME AND EXPENDITURE STATEMENT CONTINUED

	2016	2015
Note	\$	\$
Bad Debts	(2,093)	4,208
Bank Charges	1,928	1,136
Branding Strategy	3,287	-
Catering & Meeting Costs	4,713	8,429
Cleaning	110,361	21,781
Computer Software & Maintenance	75,016	18,092
Donations	-	1,679
Furniture & Equipment	4,454	8,535
General Expenses	1,639	3,475
Insurance	10,779	1,276
Internet & Web	32,759	43,191
Legal & Secretarial Expenses	2,904	3,237
Light & Power	27,652	29,560
Motor Vehicle Expenses	2,108	2,347
Postage & Freight	6,603	9,106
Printing & Stationery	41,798	54,366
Rates & Taxes	33,935	32,982
Recruitment Expenses	32,879	24,982
Repairs & Maintenance	42,768	33,267
Security Costs	386	5,507
Staff Amenities	9,173	10,790
Storage Fees	5,892	3,216
Telephone & Fax	39,899	48,662
Travel & Accommodation	3,056	6,306
Waste Disposal	5,396	5,542
Website	6,962	-
(DEFICIT)/ SURPLUS FOR THE YEAR	118,741	(328,041)

The balance sheet is to be read in conjunction with the audit report and the notes to the financial statements.



**COMM UNITY PLUS SERVICES LTD
ACN 603 318 494**

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

Report on the Financial Report

We have audited the accompanying financial report of Comm Unity Plus Services Ltd (the Company), which comprises the statement of financial position as at 30 June 2016, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, notes comprising a summary of significant accounting policies and other explanatory information and the statement by the Board of Directors.

Directors' Responsibility for the Financial Report

The directors of the registered entity are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the Australian Charities and Not-for-profits Commission Act 2012 (ACNC Act) and for such internal control as the directors 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

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I 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.

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 judgment, 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 Company's preparation and fair presentation of the financial report 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 Company'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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit, I have complied with the independence requirements of the Australian Charities and Not-For-Profits Commission Act 2012. I confirm that the independence declaration required by the Australian Charities and Not-For-Profits Commission Act 2012, provided to the directors of Comm Unity Plus Services Ltd, would be in the same terms if provided to the directors as at the date of this auditor's report.

Auditor's Opinion

In my opinion, the financial report of Comm Unity Plus Services Ltd (the Company) is in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012, including:

- (a) giving a true and fair view of the registered entity's financial position as at 30 June 2016 and of its performance and cash flows for the year ended on 30 June 2016; and
- (b) complying with Australian Accounting Standards- Reduced Disclosure Requirements and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.



CA

Frederik R. L. Eksteen

Collins & Co
127 Paisley Street
Footscray VIC 3011

19 September 2016

Our Locations

822 Ballarat Road, Deer Park, VIC 3023

Head Office, Corporate Services, **Community+ HUB** Activities

Mon - Fri : 9:00 am to 5:00 pm

Children's Contact Service

Mon - Tue : CLOSED

Wed - Thurs : 9:00 am to 6:00 pm

Thurs : 9:00 am – 6:00 pm

Fri : 9:00 am – 4:00 pm

Sat : 9.30 am – 5.30 pm

Adult Education Classes

Mon - Fri : 9:00 am to 3:00 pm

Suite 2-4 & 6-8, 30-32 East Esplanade, St. Albans, VIC 3021

Financial Services, Adult Education Classes

Mon - Fri : 9:00 am to 5:00 pm

Level 1, 358 Main Road West, St. Albans, VIC 3021

BMCLC, Adult Education Classes, Adult Education Reception

Mon - Fri : 9:00 am to 5:00 pm

Melton Library and Learning Hub, Schebler Meeting Room, Level 1, 31-35 McKenzie St, Melton VIC 3337

BMCLC

Mon - Fri : 9:00 am to 5:00 pm

79 Main Road West, St. Albans, VIC 3021

Adult Education Classes

81 Main Road West, St. Albans, VIC 3021

Adult Education Classes

Watergardens Town Centre, 399 Melton Highway, Taylors Lakes

Adult Education Classes

122 Sydney Road, Coburg

Adult Education Classes

284 Thompsons Road, Lower Templestowe

Adult Education Classes

(selected days of the week)

Braybrook Community Hub, 107 - 139 Churchill Avenue, Braybrook 3019

Adult Education Classes (selected days of the week)

Shop 9, 70-80 Pearcedale Parade, Broadmeadows VIC 3047

Adult Education Classes (selected days of the week)

Lynda Blundell Centre, 185-225 Blair Street, Dallas, VIC 3047

Adult Education Classes (selected days of the week)



Comm Unity Plus Services Ltd

ABN 75 989 153 699 | ACN 603 318 494 | TOID 3755

www.comm-unityplus.org.au

1800 266 675