

2023



ANNUAL REPORT



Central Coast
Community
Council



a year's overview

PRESIDENT'S REPORT

The Central Coast Community Services Sector experienced unprecedented demand and pressures on its services which was felt by staff and clients. The COVID impacts, cost of living crisis, homelessness and domestic violence impacted on our most vulnerable.

The Central Coast Community Council (CCCC) supported community services sector organisations and their workforce through realigning face to face meetings to our new connect and collaborate online workspace and via video streaming service platforms. The number of attendees at CCCC events swelled as the need to connect, share, learn and develop and maintain relationships became more important and enabling to support wellbeing and professional performance.

Our new website was launched to ensure that our online presence was contemporary, user centric and most importantly contained readily access and useful content to users.

The CCCC delivered the Targeted Early Intervention (TEI) Program under the auspices of the New South Wales Department of Communities and Justice (DCJ). DCJ's feedback about our performance was very positive and encouraging. We continue to develop innovative and meaningful Interagency meeting agenda, engaging guest speakers and opportunities to acquire new skills and knowledge and opportunities for agencies to work together.

At the heart of what we do are our people. I want to acknowledge the outstanding work of our Regional Development/Executive Officer, Dr Penny Newson and Community Engagement Coordinator, Rebecca Smith and my fellow Board Members for their active contribution to steering the Council.

David Mylan
President

CHIEF EXECUTIVE OFFICER'S REPORT



I am pleased to present the Executive Officer Report for the financial year 2022-2023. This report highlights our organisation's key achievements, challenges, and future outlook.

Executive Summary

The financial year 2022-2023 has been a year of growth and adaptation for our organisation. Despite various challenges stemming from the economic landscape, we have continued to progress and thrive.

Financial Performance

Our organisation has maintained our positive financial position over the past year. Our profitability remained stable, and we successfully managed our expenses, resulting in a healthy bottom line.

Operational Highlights

- Completion and launch of the new CCCC website and online collaboration space
- Implementation of the Connect & Learn series of face-to-face training workshops for community service workers, focusing on Targeted Early Intervention (TEI) services working with Youth, Young Children and Families.
- Provision of opportunities for community service workers to network, share information and resources at various interagency meetings.
- Sharing of knowledge gained by CCCC staff through attendance at a wide range of interagency meetings with community stakeholders such as Central Coast Council, University of Newcastle, TAFE NSW, government agencies and other non-government not for profit organisations. This knowledge sharing has enabled the broadening of CCCC community contacts and added to our standing as the peak body for community service organisations in the Central Coast local government area.

Whilst expanding our reach and networks, we have also been able to introduce more efficient workflows and practices, worked to review and update our policies and procedures, and streamline our operations so that we were able to offer community service workers free and effective opportunities to make referral pathways more visible between organisations, improving outcomes for members of the community who require support.

Market Position

We have maintained and strengthened our position and reputation in the community. Our services have continued to receive positive feedback, and we have expanded our client base by 10%. Additionally, our brand reputation remains strong.

Challenges Faced

This year, we faced several significant challenges. Regulatory Changes meant increased costs had to be absorbed into operating expenses.

We addressed these challenges through:

Sustainability Initiatives

Our commitment to sustainability has been a key focus. We have successfully implemented several green initiatives, reducing our carbon footprint by [30%], and making cost savings for our efforts. To reduce our carbon footprint, we have successfully transitioned to a virtual office (our website) allowing the electronic distribution of critical information for services, maintained the integrity and satisfaction of our staff and brought on a volunteer who was trained virtually to assist with website and interagency tasks.

Employee Development & Well-being

Our workforce remains a core asset. We have invested in employee development, offering flexible work-from-home arrangements and wellness initiatives such as regular team catch ups. Employee satisfaction and retention remain high, contributing to our overall success.

Future Outlook

As we move into the next financial year, our objectives include:

The Strategic Goals and Objectives set out for CCCC. This includes expanding the role of the Executive Officer to include more regional development initiatives.

Conclusion

The financial year 2022-2023 has been a year of substantial growth and resilience for our organisation. We will continue to adapt to changing social and economic conditions, invest time and effort in developing innovative practices, and maintain our commitment to sustainability and employee well-being. I am confident in our team's ability to face future challenges and take advantage of emerging opportunities.

I would like to express my gratitude to our dedicated employee, Rebecca Smith, the CCCC leadership team, and community partners for their unwavering support. Thank you for your trust and confidence in our leadership.

Sincerely,

Penny Newson

Chief Executive Officer

Central Coast Community Council

BOARD MEMBERS & STAFF

Board Members

President:	David Mylan
Vice President:	Beth Bolte
Treasurer:	Lillias Bovell
Secretary:	Veronica Nash
Board Member:	Melissa Olsen
Board Member:	Kerri Thurlow
Board Member:	Brittani Presland
Board Member:	Damian O'Connor
Board Member:	Lil Gordon
Board Member:	Emma Bucholtz

Staff

Chief Executive Officer:	Penny Newson
Community Engagement Coordinator:	Rebecca Smith



2023



FINANCIAL REPORT

Central Coast Community Council Incorporated
ABN 92 145 418 690

Financial Report
For The Year Ended
30 June 2023

Central Coast Community Council Incorporated
ABN 92 145 418 690

Financial Report
For The Year Ended 30 June 2023

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Central Coast Community Council Incorporated
ABN 92 145 418 690

Committee's Report

Your committee members submit the financial report of the Central Coast Community Council Incorporated (the Association) for the financial year ended 30 June 2023.

Committee Members

The names of committee members throughout the year and at the date of this report are:

Members

David Mylan	President
Beth Bolte	Vice President
Lillias Bovell	Treasurer
Veronica Nash	Secretary
Melissa Olsen	Member
Kerri Thurlow	Member (Resigned 13 June 2023)
Mark Howland	Member (Resigned 10 August 2022)
Lil Gordon	Member (Appointed 19 September 2022 / Resigned 8 September 2023)
Brittani Presland	Member (Appointed 21 November 2022)
Damian O'Connor	Member (Appointed 21 November 2022)
Emma Bucholtz	Member (Appointed 20 March 2023)

Principal Activities

The principal activities of the Association during the financial year were to support community service organisations to disseminate information and co-ordinate area responses for service providers/groups on the Central Coast.


Significant Changes

There have been no significant changes in the operations of the Association for the year ended 30 June 2023.

Operating Result

The surplus from operations for the year ended 30 June 2023 amounted to \$12,725 (2022: \$13,731).

Signed in accordance with a resolution of the Members of the Committee.



Lillias Bovell A/President & Treasurer

Dated this 18th Sept 2023

Central Coast Community Council Incorporated
ABN 92 145 418 690

Statement of Profit or Loss & Other Comprehensive Income
For The Financial Year Ended 30 June 2023

	Note	2023 \$	2022 \$
Department of Justice – TEI Funding	2	127,125	120,498
Other Grant Revenue	2	5,000	19,014
Other Revenue	2	6,436	1,544
		<hr/> 138,561	<hr/> 141,056
Employee benefits expenses		(100,526)	(94,983)
Accounting and auditing expenses		(4,523)	(4,525)
Rent expense		-	(6,000)
Insurance expense		(3,801)	(3,801)
Conferences and workshops		(391)	(3,145)
Depreciation expense		(4,764)	(2,430)
Other expenses		(11,831)	(12,441)
		<hr/> (125,836)	<hr/> (127,325)
Surplus for the year		<hr/> 12,725	<hr/> 13,731
Total comprehensive for the year		<hr/> -	<hr/> -
Total comprehensive surplus attributable to the members of the association		<hr/> 12,725	<hr/> 13,731

The accompanying notes form part of these financial statements.

Central Coast Community Council Incorporated
ABN 92 145 418 690

Statement of Financial Position
As at 30 June 2023

	Note	2023 \$	2022 \$
Assets			
Current Assets			
Cash and Cash Equivalents	3	169,017	152,283
Other Assets	4	4,442	6,073
Total Current Assets		<u>173,459</u>	<u>158,356</u>
Non-Current Assets			
Plant and Equipment	5	1,982	3,734
Intangible Assets	6	11,624	13,973
Total Non-Current Assets		<u>13,606</u>	<u>17,707</u>
Total Assets		<u>187,065</u>	<u>176,063</u>
Liabilities			
Current Liabilities			
Trade and Other Payables	7	7,602	7,728
Employee Benefits	8	8,896	6,520
Other Liabilities	9	-	5,000
Total Current Liabilities		<u>16,498</u>	<u>19,248</u>
Non-Current Liabilities			
Employee Benefits	8	3,003	1,976
Total Non-Current Liabilities		<u>3,003</u>	<u>1,976</u>
Total Liabilities		<u>19,501</u>	<u>21,224</u>
Net Assets		<u>167,564</u>	<u>154,839</u>
Equity			
Retained earnings		167,564	154,839
Total Equity		<u>164,564</u>	<u>154,839</u>

The accompanying notes form part of these financial statements.

Central Coast Community Council Incorporated
ABN 92 145 418 690

Statement of Changes in Member's Funds
For the Financial Year Ended 30 June 2023

	Retained Earnings	Total
	\$	\$
Balance at 1 July 2021	141,108	141,108
Surplus for the year	13,731	13,731
	<hr/>	<hr/>
Balance at 30 June 2022	154,839	154,839
Surplus for the year	12,725	12,725
	<hr/>	<hr/>
Balance at 30 June 2023	167,564	167,564
	<hr/>	<hr/>

The accompanying notes form part of these financial statements.

Central Coast Community Council Incorporated
ABN 92 145 418 690

Statement of Cash Flow
As at 30 June 2023

	Note	2023 \$	2022 \$
Cash flow from operating activities			
Receipts from customers		134,285	129,971
Interest received		1,410	26
Payments to suppliers and employees		(118,298)	(127,011)
Interest paid		-	-
Net cash provided by operating activities		<u>17,397</u>	<u>2,986</u>
Cash flow from investing activities			
Payments for plant and equipment		(118)	-
Payments for intangible assets		(545)	(14,454)
Net cash used in investing activities		<u>(663)</u>	<u>(14,454)</u>
Net increase/(decrease) in cash held		16,734	(11,468)
Cash at beginning of the financial year		152,283	163,751
Cash at end of the financial year	4	<u>169,017</u>	<u>152,283</u>

The accompanying notes form part of these financial statements.

Central Coast Community Council Incorporated
ABN 92 145 418 690

Notes to the Financial Statements
For The Year Ended 30 June 2023

Note 1. Summary of Significant Accounting Policies

Basis of Preparation

The financial report is a special purpose financial report in order to satisfy the financial reporting requirements of the *Associations Incorporations Act 2009* and the *Australian Charities and Not-for-profits Commission Act 2012* and associated regulations. In the Committee's opinion, the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements.

Central Coast Community Council Incorporated is an association registered under *Associations Incorporations Act 2009* and domiciled in New South Wales.

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

Significant accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless otherwise stated.

These are special purpose financial statements that have been prepared for the purpose of complying with the New South Wales legislation the *Associations Incorporation Act 2009* and the *Australian Charities and Not-for-profits Commissions Act 2012* and associated regulations. The Committee have determined that the accounting policies adopted are appropriate to meet the needs of the members of the Central Coast Community Council Incorporated.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the AASB and the disclosure requirements of AASB 101 'Presentation of Financial Statements'; AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors'; AASB 1048 'Interpretations of Standards' as appropriate for not-for-profit oriented entities.

Revenue Recognition

Revenue is recognised when it is probable that the economic benefit will flow to the incorporated association and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable.

Grants and Donations

Non-reciprocal grants are recognised as income when the grant is received. Reciprocal grant income is recognised on a percentage completion basis. When this cannot be reliably estimated, revenue is only recognised to the extent of the recoverable costs incurred to date, with the remainder carried forward in the statement of financial position.

Notes to the Financial Statements
For The Year Ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

Revenue Recognition (continued)

Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Income Tax

The Association is a charitable institution in terms of subsection 50-5 of the *Income Tax Assessment Act 1997*, as amended it is exempt from income tax.

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 borrowings in current liabilities on the assets and liabilities statement.

Plant and Equipment

Plant and equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

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

All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets including building, but excluding freehold land, is depreciated on a straight-line basis over their useful lives to the economic entity commencing from the time the asset is held ready for use:

Plant and Equipment	3 years
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The residual values, useful lives and depreciation methods are reviewed and adjusted if appropriate at each reporting date.

Notes to the Financial Statements
For The Year Ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

Plant and Equipment (continued)

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the company. Gains and losses between the carrying amount and the disposal proceeds are taken to profit and loss. Any revaluation surplus reserve relating to the item disposed of is transferred directly to retained profits.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

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

Intangibles

Website

Significant costs associated with website development are capitalised and amortised on a straight-line basis over the period of their expected useful life, which has been assessed as being 5 years.

Trade and Other Payables

Trade and other payables represent the liabilities for goods and services received by the company during the reporting period 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 recognitions of the liability.

Employee Benefits

Short-Term employee Benefits

Liabilities for wages and salaries including non-monetary benefits, annual leave and long services leave expected to be settled within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Other Long-Term Employee Benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and period of service. Expected future payments and discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Notes to the Financial Statements
For The Year Ended 30 June 2023

Note 1. Summary of Significant Accounting Policies (continued)

Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, unless the GST incurred is not recoverable from the Australian Tax Office. In this case it is recognised as part of the cost of acquisition of the asset or as part of expense.

Receivables and payables are stated inclusive of the amount of GST receivables or payable. The net amount of GST recoverable from the tax authority, are presented as operating cash flows.

Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are recognised as expenses on straight-line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

Impairment of Assets

At each reporting date, the association reviews the carrying values of its tangible and intangible 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 asset's carrying value over its recoverable amount is expensed to the statement of comprehensive income.

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

Central Coast Community Council Incorporated
ABN 92 145 418 690

Notes to the Financial Statements
For The Year Ended 30 June 2023

	2023	2022
	\$	\$
Note 2. Revenue and Other Income		
Revenue		
Department of Communities & Justice – TEI funding	127,125	120,498
Grant income	5,000	19,014
	<u>132,125</u>	<u>139,512</u>
Other income		
Interest income	1,410	26
Other income	5,026	1,518
	<u>6,436</u>	<u>1,544</u>
Total revenue and other income	<u>138,561</u>	<u>141,056</u>
 Note 3. Cash and Cash Equivalents		
Cash at bank	78,378	152,283
Term deposit	90,639	-
	<u>169,017</u>	<u>152,283</u>
 Note 4. Other Assets		
Prepayments	4,442	6,073
	<u>4,442</u>	<u>6,073</u>
 Note 5. Plant and Equipment		
Office equipment – at cost	7,145	7,027
Less: Accumulated depreciation	(5,163)	(3,293)
	<u>1,982</u>	<u>3,734</u>
Total plant and equipment	<u>1,982</u>	<u>3,734</u>

Central Coast Community Council Incorporated
ABN 92 145 418 690

Notes to the Financial Statements
For The Year Ended 30 June 2023

	2023	2022
	\$	\$
Note 6. Intangible Assets		
Website – at cost	15,000	14,455
Less: Accumulated amortisation	(3,376)	(482)
	<u>11,624</u>	<u>13,973</u>
 Note 7. Trade and Other Payables		
Trade payables	844	769
GST payable	2,421	1,043
Accrued expenses	585	423
Other payables	3,752	5,493
	<u>7,602</u>	<u>7,728</u>
 Note 8. Employee Benefits		
<i>Current</i>		
Annual leave	8,896	6,520
	<u>8,896</u>	<u>6,520</u>
 <i>Non-current</i>		
Long service leave	3,003	1,976
	<u>3,003</u>	<u>1,976</u>
 Total Employee Benefits	<u>11,899</u>	<u>8,496</u>
 Note 9. Other liabilities		
Other income received in advance	-	5,000
	<u>-</u>	<u>5,000</u>

Notes to the Financial Statements
For The Year Ended 30 June 2023

Note 10. Association Details

The registered office of the association is:

Care of Fortunity: 155 The Entrance Road, Erina NSW 2250

The principal place of business is:

Care of Fortunity: 155 The Entrance Road, Erina NSW 2250

Central Coast Community Council Incorporated
ABN 92 145 418 690

Statement by Members of the Committee

In the opinion of the Board, the financial statements as set out on pages 4 to 14:

- i. the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in Note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purpose of complying with the *Associations Incorporations Act 2009* (NSW) and the *Australian Charities and Not-for-profits Commission Act 2012* and associated regulations;
- ii. the attached financial statements and notes comply with the Australian Accounting Standards as described in Note 1 to the financial statements;
- iii. The attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2023 and of its performance for the financial year ended on that date;
- iv. There are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable; and
- v. The internal controls exercised by the incorporated association are appropriate and effective in accounting for all income receivable and applied by the incorporated association from all fundraising appeals.

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



Lillias Bovell

A/President & Treasurer

Dated this day 18th Sept. 2023.