

Share&Care

Community Services Group

2020/2021

ANNUAL REPORT



Building resilience in communities



Share&Care
Community Services Group

VISION

Our vision is that communities will be resilient, sustainable, supported and healthy.

PURPOSE

We are a regional organisation that excels in providing services and facilitating partnerships for the sustainability of communities in country Western Australia.

& VALUES

In all of our activities, with all people, these values guide us:

**Compassion, Integrity, Accountability
& Respect for differences**

Building resilience in communities

GOVERNANCE REPORT

Share & Care Community Services Group Inc. is a NFP incorporated under the Associations Act and involved in providing Health & Welfare services to rural communities. It is funded by a mix of state, Federal and Lotterywest monies. Our Head office is located in the CBD of Northam with our Women's Centre and homeless accommodation buildings offsite. Share & Care operate 22 services with funding around five million dollars per annum.

Share & Care employs about 70 staff and have some very valuable volunteers. Membership of the organisation is available to those who undertake to follow and indeed promote the mission of the organisation.

The Board of Management fulfills its role by formulating the Strategic Plan in conjunction with Stakeholders and monitoring work towards the outcomes desired; selecting, guiding and monitoring the Chief Executive Officer, developing and maintaining ethical standards, approving and monitoring budgets and all other financial considerations, and identifies and monitors risks. Training in all these matters, and more, is attended by members.

The Board of Management has formally delegated responsibility of the day-to-day operations management to the Chief Executive Officer who provides leadership, ensures the Strategic Plan desired outcomes are met, develops Policies & Procedures and makes decisions and actions to initiate activities that will achieve the strategic outcomes.

The Board of Management meets at least ten times per year, with any conflicts of interest being declared and recorded in the minutes. The Board of Management receives detailed financial reports presented to them by an Independent Accountant. Other reports include the Chief Executive Officer's report and reports from the Program Managers on the monthly activities of each service.

The Board of Management annually appoint an independent Auditor to overview and report on each service that Share & Care receives funding for. Board of Management members do not receive any remuneration for their donated time; they are however, reimbursed for any expenses incurred whilst on Share & Care business.

The Board of Management reviews annually the Risk Management processes, designed to protect Share & Care's reputation and mitigate and manage those risks that might preclude it from achieving the goals set. Human resources matters are delegated to the Chief Executive Officer who reports any major incidents to the Chairman of the Board.

Share & Care involves stakeholders in developing and monitoring service delivery through informal feedback, surveys, funding body feedback, community forums, phone calls and email.

All involved with Share & Care are expected to comply with relevant legislation, service delivery guidelines, Codes of Conduct and other policies, and are required to act with integrity, compassion, fairness and honesty at all times.

Chairman's Report 2021

Another year has gone by - so quickly!

We have all learned to live with the threat of COVID, and as a Wheatbelt community, I believe that we are rising to the challenge of this dreaded disease. Share & Care has had another incredible year, with wonderful leadership from our CEO, Carol, our Program Managers, our financial whiz team and everyone else that makes this place tick. What an amazing organisation that we have in our midst.

As I mentioned in last year's Chairman's report, we have since had the old building on the opposite corner demolished, and the cleared site will now enable us to plan new offices etc. What great vision for our organisation and the ensuing times ahead.

As far as my report goes, it is not going to be lengthy, however, I do want to touch upon Governance of this organisation. As you are all aware, we are the Board for Share & Care Community Services Group Inc. We are responsible for how our organisation is controlled and operates. Good governance has eight major characteristics: Participatory, consensus-oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive. Compliance and administration are all elements of governance. As Governors of the organisation, we ensure that best practice is maintained across the Board of Management through the Chief Executive Officer.

Upon that note I want to thank my Board of Management for their diligence, passion and time they give to this organisation. A Board of this calibre is extremely rare - thank you, to each and every one of you.

Mr. Steve Pollard - our external, financial consultant, will be retiring as of the end of this year. Steve, thank you for your dedication to Share & Care. You have been invaluable and we will miss you. Happy retirement!

I am now at the part in my report where I thank everyone for their untiring care of this organisation. Our CEO, Carol Jones - your knowledge of Share & Care is incredible, and your love and commitment is tireless. You look after a huge 'family' and it is evident by the respect shown to you by all that you encounter.

To our Program Managers, we as a Board also appreciate your dedication to this great organisation. The smooth operation of such diverse and sometimes, very complicated issues, does not go unnoticed. Thank you.

Our staff and volunteers, you are brilliant, thank you!

Treasurer's Report 2021

Despite living through a 'COVID normal year', Share & Care has done remarkably well in weathering the financial storm despite the threat of lockdowns, restriction, physical distancing and PPE requirements. One only has to scan the landscape across other parts of Australia and the world to appreciate the relative freedoms we experience in the Wheatbelt. Share & Care firmly believes in the safety of its staff and community, which is why we arranged for all staff the opportunity to receive their COVID-19 vaccination whilst at work.

Although we continue to operate a little bit differently than in previous years, it has not reflected a drop in our client numbers or quality of our service delivery, where we continue to receive excellent staff and client feedback along with great feedback from our funding and auditing bodies where we continue to demonstrate best practice in client-focused service delivery.

Our operating surplus of the 2020/2021 year, taking into account some residual (COVID-19) funding was \$63,749. We have still managed sound financial management by reducing our overall expenditure by \$10,000 over previous years to balance the 2.7% wages growth. Although our overall administration fees are down 10% over the previous year (\$198,000), we have still managed to increase our Share & Care General Account to approx. \$1.5M.

Regrettably though, we have had to close our Suicide Bereavement Service (SBS) due to ongoing funding constraints, however we will continue to lobby and explore future funding and sponsorship opportunities. This financial year there was a revaluation of our assets which saw an overall revaluation gain of \$192,000, bringing our assets to approximately \$1.7M; thanks mainly to clearing the land of 92 Wellington Street. Our bank balances remain strong and resilient with an increased ratio of 8:1 (assets vs liabilities) meaning we have adequate funds to cover all liabilities.

We continue to live in unprecedented times and as reported in previous AGM's, Share & Care is continually reliant on government grants and tenders in order to deliver its services and will need to continue to look for a diversified income stream.

I would like to thank Mr. Steven Pollard for his dedicated work with Share & Care over the past 20+ years in providing sound financial advice, firstly as general accountant and later as an external consultant to the Board (14yrs) and all the very best in your retirement. I would also like to acknowledge and thank everyone who donated to Share & Care this year and to thank each and every staff member, volunteer and Board member who contributes their time to Share & Care so that we can continue to achieve our mission of 'building resilience in communities'.

Please note that you will find more detailed financial figures at the end of this Annual Report. The consolidated auditors report will be available and can be accessed on the Share & Care website in due course.

TREASURER James Paxman





Carol Jones CHIEF EXECUTIVE OFFICER

Chief Executive Officer's Report 2021

WOW! This year has certainly been a very interesting one. It required staff and our Board to find new ways of doing things to ensure that we could continue to do the best for our communities. I have the greatest respect for our staff, who inspire with new and innovative ways to ensure clients and other agencies are assisted with everything they need and do it in a manner that has kept everyone safe. Hats off to you all!

The traditional funding models that we operate under (without COVID), for many "Not for Profits" (or as I choose to call us - "For Purpose Organisations"), is slowly eroding our resilience and ability to build sufficient resources that we could utilise in more challenging times. With COVID we had to look at changing financial constraints and shifting priorities where possible.

Share & Care are lucky! We have a hub, a network of programs, that whilst they often cannot share the same funding, some can; and we have the ability (as long as it remains in that same funders pool) to move the money to where it is needed the most at the time. The flexibility that the Department of Communities allows is a credit to them and ensures their services work in a manner that best works for each client. In addition, the Government gave COVID specific funding to ensure that client needs continued to be met. What will be interesting to watch will be when there is no further COVID funding delivered and we go back to the same funding models pre-COVID.

COVID has also seen our staff rethink traditional models and implement changes that have created some amazing potential for the services. I always think that every crisis can often create opportunity; however, on the other hand, so much time has to be spent mitigating risk and analysing opportunities. Like I said . . . interesting!

One of the opportunities that arose was time; time to promote, travelling the 240,000 sq kms that Share & Care covers (all services combined). It has been quite a while since we have had more than a couple of hours to sit and explain thoroughly region by region!

One of the most underestimated challenges in our sector is that of staff burnout, frustration and fatigue, which has of course been compounded by COVID. We believe our staff are our most valuable asset. We wouldn't be here if not for them and it is for that reason every care has been taken to ensure that each individual has the ability to call time-out when they need to, have been offered flexible work arrangements for a time, counselling when requested, a healthy work/life balance via rosters and are supported always. Often there is not the recognition that rising to meet challenges can also bring more pressures. Our staff, I have to say, displayed the most amazing resilience during COVID.

We have several building and renovation applications on the go, along with plans in progress for our building across the street. We are looking at implementing an additional couple of services which, hopefully, will be funded sooner rather than later and we hope to see further opportunities to extend our network of services in this next financial year.

Looking forward, Share & Care has the most exciting future ahead and it is precisely due to the hard work of a host of people in this organisation, from volunteers and staff, to our Board of Management.

To you all, I say Thank You.

PROGRAM STATISTICS

PROGRAM	# OF CLIENT CONTACTS	COMPLAINTS RECEIVED	RESOLVED	RESOLUTION METHOD
Head Office	14,200	1	1	Telephone - CEO
Financial Counselling	5,525	0	-	Telephone
Magnolia Women's Refuge & Child Support	2,576	0	-	n/a
Rainbow Women's Refuge & Child Support	2,366	1	1	Meeting with Client
Coordinated Response Service	185	0	-	n/a
Safe At Home	1,192	0	-	n/a
FDV-Outreach & Counselling	1,659	0	-	n/a
Mobile Outreach Service Northam / Narrogin	358	0	-	n/a
Emergency Relief	1,440	0	-	n/a
Emergency Accommodation & Jacaranda	140	0	-	n/a
Men's Lodge	18	0	-	n/a
Housing Support Worker	72	0	-	n/a
Home Care Packages	17,780	4	4	Offered another external provider
Commonwealth Home Support Program	16,882	29	29	Resolved by discussion
Commonwealth Home Support (Respite Care)	74	0	-	n/a
Mental Health Support Service	1,603	0	-	n/a
TOTAL NUMBER OF CONTACTS	66,070			

**** NOTE:** 2021 figures are still lower than usual due to ongoing effects of COVID-19 and periodic lockdown measures.



Supporting Local Education & Training

From: [REDACTED]
Sent: Thursday, 9 September 2021 7:38 PM
To: admin@shareandcare.com.au
Subject: Polices and procedures

Hi,
I am a student at South Metro Tafe. I was given your email in hopes to have you share your polices and procedures for my study.

I would be so grateful for this information

Kindest Regards
K [REDACTED] K [REDACTED]

Share & Care's Policies & Procedures are available for download from the Share & Care website and are regarded a valuable resource for students completing their Certificate II & III in Community Services.

From: Kathy Adams
Sent: Monday, 14 June 2021 10:42 AM
To: sam.good@shareandcare.com.au; Sarah Mencshelyi
Subject: A huge gratitude of thanks

Hi Sam and Sarah,

Thank you so much for your ongoing support in providing excursion opportunities for your Year 11 VETDSS students. Your generous involvement value adds to the calibre of community services workers in the Wheatbelt and beyond. In turn we are grateful for your continuing contribution to providing positive learning experiences for our students as they transition from school to work.

The students thoroughly enjoyed the morning and lecturers found the experience to be extremely information and valuable for the students.

We cannot thank you enough and we wish to send our heartfelt appreciation for your valuable time taken out to create an experience beyond your normal work day for the students.

On behalf of us all once again



Best Regards,

Kathy Adams
Advanced Skills Lecturer – Education Support
Central Regional TAFE
Lot 1 Hutt Street,
Northam, WA 6401

Supporting Local Education & Training



We Care

Avonvale Primary School

ABN 13 650 106 477
Hutt Street, PO Box 666, Northam W.A. 6401
Phone: (08) 9621 5200

Dear Share and Care

Avonvale Primary would like to pass on our thanks for your support in what has been a tumultuous year. The weekly donation of fruit has been incredibly valued and students have eagerly devoured it all each week. We hope your staff have a wonderful Christmas break and we look forward to continuing in the new year.

Thank you again
Avonvale Primary School

“ ... My experience at Share & Care was both unparalleled and deeply rewarding. To work alongside like-minded people who are passionate about providing forefront support to vulnerable communities was really inspiring. I'm excited to see their undoubtable ongoing achievements in the future and I feel very grateful for the time I got to spend at Share & Care.”

Emily Von Perger, UWA Intern 2021

Read more about Emily's research and experience with Share & Care's SBS service on page 19



DONORS

Share & Care acknowledges the generous support
from our wonderful Donors in 2020/2021

Joanne Brown
Joanne Burrows
Elizabeth Trojanowski
Rosalind Brown
Sophie Barrett
Kaye De Gray
David & Tina Gunter
Mia Davies
Major P Wood
Jean Horth
Lorna Johnson
Irene Zychan
Debra & Colin Pedder
Wafex Flowers
Northam Linedancers
Pamela Griffiths
Narambeen Autumn Club
Tayla Rutter
Stephanie Donaldson
Year 12 Students, Perth College
Georgia Norton
Shire of Northam
Anne Carter
Narembeen Church of Christ



Stacey Sargeant
Sandra Darragh
Theresa Lee
Belinda Robinson
Andrea McCandish
Jenacubbine CWA
Tammy & Bill Tate
Margaret Valentine
Astha Patoliya
Liljana Sandic
Timothy Cent
Aliesha Carvana
CWA Perth Belles
Holyoake Northam
Bunnings Northam
Lilly & Joseph Leeson
P. Jones & K. Mews
Northam Hospital ED
Koorunga CWA
George Rehder
Bronwyn Dunn
Ray Lehmen
Belinda Robinson
Bethel Pryce

 *thank you!*

Wei Chin Hurley
John Coleman
Monique Byers
Allan Bacon
Georgia Hadrill
Abbie Forward
Riversedge Café, Northam
WA Country Health Services
Linton & Carol Bowen
State Emergency Services, Northam
Comfort Quilts Against Cancer
Margaret Collins
Irene Beddis

Doone Verlinden
Sue Simcock
Church of Christ Dorcas Clothing
Tina Spicer
Bobby Moreton
Spiritual Healing Festival
National Australia Bank
Northam Police
York CWA
Jenny Germund
Claire Meredith
Northam Hospital Kiosk
Church of Latter Day Saints, Northam

VOLUNTEERS



Over the last year
Share & Care
received in excess of
1469 hours
of volunteer service
from a total of
5 individuals



FINANCIAL COUNSELLING

It has been a very challenging time for the Financial Counselling service this year due to the COVID-19 Pandemic. The banks, debt collectors and utility companies all had numerous, and varied, schemes to assist clients during this time which proved to have an ongoing effect. A number of clients used the extra payments to pay-down their debts and catch up with rent and bills; but sadly the majority did not.

Overall it has been very quiet for the Financial Counselling service during the past twelve months, with things only just starting to warm-up again of recent. This has been the same for all Financial Counselling services throughout W.A. including the Perth metropolitan area.

As W.A. emerges from COVID, the banks and credit companies have been slow to follow-up on arrears and non-payment, however, in the last few months this has gained momentum and will continue.

The service continues to see a rise in the complexity of cases that clients are presenting with. Initially they book an appointment to attend to an overdue Synergy bill, but once they engage and a statement of financial position is prepared, it often becomes apparent that there are much deeper problems to address, often involving multiple creditors. This can be a time consuming process, however we rise to the challenge time after time with the ethos to help as many people possible, with the time and funding available.

Simple Budgeting



Advocacy & Debt Negotiation

Savings & Super



Recent times have seen the emergence of a great number of 'Buy Now, Pay Later' companies. Although these do serve a purpose, they are not regulated. This means that, because the client is only borrowing a small amount, no credit checks are required, so there is no way that the lender can know how many other accounts or debts the applicant has or if the client can actually afford to service the loan.

Recently, Share & Care's Financial Counsellors assisted a client that had 5 different debts with 5 different lenders, and they were all in arrears! Purchases included car repairs on Zippay, children's shoes using Afterpay and a Synergy bill with another. Utility providers and other vendors are now offering these as a payment method.



Tina mans the Financial Counselling information stand outside Coles Northam

Over the quieter periods, program staff have been focusing on the marketing and promotion of the Financial Counselling service and preparing for the expected influx of clients.

Information stands were set-up outside Coles and at Northam Boulevard Shopping Centre, with program staff on hand to offer information packs, helpful literature and advice on how to access the service.

All things considered, a productive year, with an even busier one ahead!

Yvette Hoskin, Financial Counsellor

From: [Redacted]
Sent: Monday, 14 December 2020 2:08 PM
To: Yvette Hoskin, Financial Counsellor
Subject: Re: Bendigo
Attachments: image001.jpg

I didn't expect that Yvette. Well done and thank you so much. [Redacted]

On Mon., 14 Dec. 2020, 13:54 Yvette Hoskin, Financial Counsellor, <yvette.hoskin@shareandcare.com.au> wrote:

Hi [Redacted]

I've just heard back from Bendigo..... and well

I didn't want to get your hopes up so I didn't mention it to you but it all came together this morning and Bendigo have agreed to a full debt waiver.

Don't forget to stop the Direct Debit no more Bendigo.

Regards
Yvette



**Advocacy
 & Debt
 Negotiation**

Yvette Hoskin, Financial Counsellor

From: [Redacted]
Sent: Monday, 14 December 2020 3:21 PM
To: Yvette Hoskin, Financial Counsellor
Subject: Re: Commonwealth Bank

Omg 🤩
 Wow 😲
 Oh gosh
 Thanks sooo sooo dearly Yvette
 U have been amazing t me n my family
 Thanks again

Sent from my iPhone

On 14 Dec 2020, at 3:16 pm, Yvette Hoskin, Financial Counsellor <yvette.hoskin@shareandcare.com.au> wrote:

Hi [Redacted]

I have heard back from Commonwealth Bank today and they have agreed to waive the debt owing ...no more personal loan payments.

Regards
Yvette

Yvette Hoskin
 Accredited Financial Counsellor and Program Manager

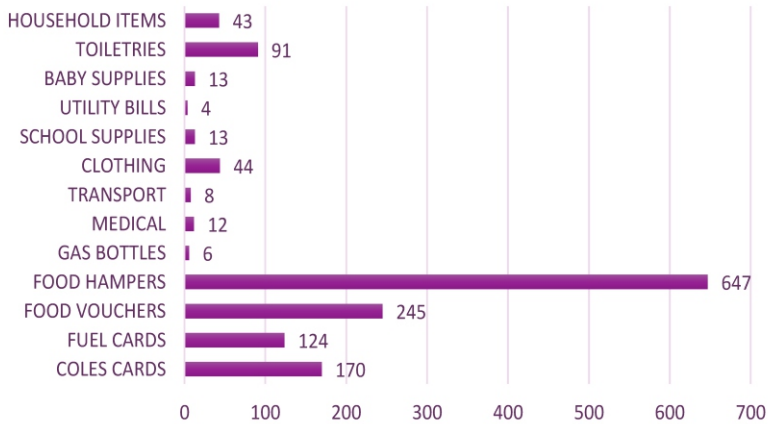


\$ 260,991.36

the combined **TOTAL** of consumer debts that Share & Care's Financial Counsellors have successfully negotiated to be **WAIVED** in the last twelve months

EMERGENCY RELIEF

Emergency Relief Assistance 2020-2021



For the period September 2020 to September 2021, 1440 consumers were assisted with various forms of Emergency Relief. As the statistics show, most consumers needed food. This was mainly provided in the form of overnight food packs and large food parcels for families, but also included aid in the form of Coles cards and vouchers to out-of-town IGA stores. The service is also able to provide consumers with meat packs from Quin's Butchers which is ideal for homeless consumers.

The Emergency Relief statistics for this reporting period are lower than previous years due to the impact of COVID-19 as consumers were in lockdown as well as receiving extra Government surplus payments. They were also affected by the transition from one Lotterywest funding contract to another, meaning there has been a period where vouchers, that require payment on invoice, were unable to be given to consumers due to no funding as the previous contract's funds need to be acquitted before a new application for contract renewal can be submitted. Lotterywest have advised that we are currently looking at approximately November before the new funding arrives and the Emergency Relief service can operate as usual.



The Emergency Relief staff have seen a steady increase in consumers presenting for assistance after the COVID-19 supplements were reduced by half at the end of September last year and ceased altogether at the beginning of this year.

Fortunately, Share & Care were successful in gaining extra COVID-19 funding from Lotterywest, which enabled the service to provide a larger number of food hampers and to purchase household items such as manchester for consumers who had been homeless but had received their own home, as well as being able to provide a maximum amount of assistance for families experiencing severe financial hardship due to issues surrounding COVID-19.



The Emergency Relief service continues to work closely with SecondBite who provide us with fruit and vegetables, as well as other miscellaneous items that are perfectly fine for consumers, but

can not be sold on store shelves for various reasons such as damaged packaging or being close to the use-by date. The fruit and vegetables are great for adding healthy eating options to food hampers as well as assisting to bulk-up meals to make it go further for bigger family groups.

Share & Care also received many generous donations from many different sources. CWA groups from various towns provided us with household items as well as knitted blankets and beanies for cooler months. We are so lucky to have this support and appreciate all the assistance that was given to the Emergency Relief program through the year.

EMERGENCY ACCOMMODATION

During the last reporting period Share & Care Homelessness services have assisted 122 consumers in total. This is down from the previous period largely due to COVID restrictions and consumers, who would normally be transient, being unable to move between regions.

Following the decline in presenting consumers during the COVID-19 period last year, program staff have experienced an influx of consumers this reporting period due to the cessation of Government Rental Moratoriums at the end of March.

A large number of consumers presented as homeless due to investment properties within the Wheatbelt being sold due to the increase in Real Estate values. Consumers were also leaving private rental properties for various other reasons, such as homes being sold, evictions for rental arrears or damage to the property, an increase in weekly rental prices due to rental competition and lease agreements coming to an end. These consumers then flooded the private real estate market, upping competition and making it virtually impossible for low income earners to get back into the private rental market.

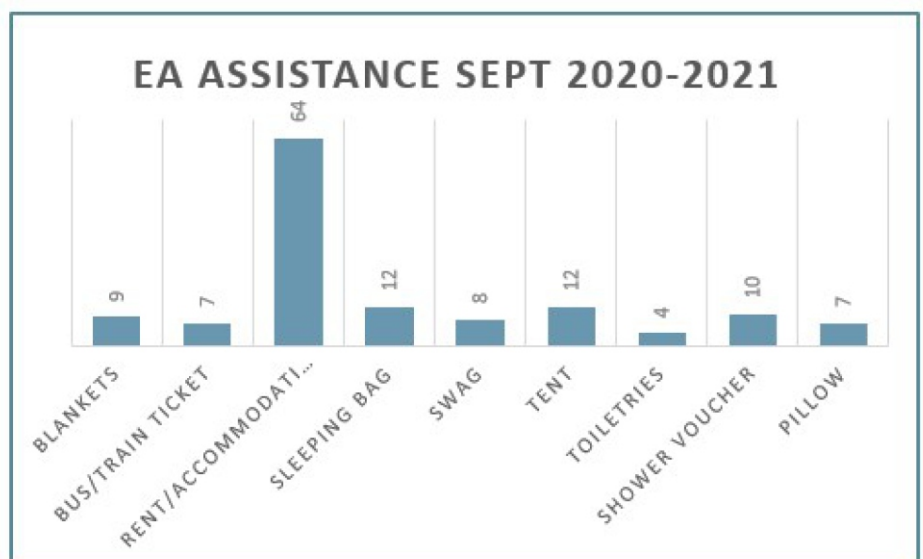
This increased demand and competition for private properties resulted in strain being put on public housing as people who were unable to secure a rental became homeless and needed to lodge applications for the Public Housing Priority Waitlist.

Emergency Accommodation staff found it increasingly difficult to obtain short-term emergency and crisis accommodation for clients in the Wheatbelt, and for consumers wishing to return to the metropolitan area, as there were nowhere near enough accommodation services available for this type of influx.

Currently in the Wheatbelt area, Jacaranda House and Willow House (Men's Lodge) are the only crisis/transitional housing available for families experiencing homelessness. This means that only a maximum of 3 families can be accommodated at any one time. This has resulted in overcrowding issues within private and public rentals; which in turn creates a multitude of social problems in terms of family and domestic violence, behavioural issues and complaints.

90%

of consumers presenting for Emergency Accommodation are referred through to Share & Care's NPAH service for assistance to obtain and maintain long-term housing, either through the private market or public housing.



JACARANDA HOUSE

During the last 12 months, the following consumers were accommodated for various lengths of time:

- x 1 youth
- x 2 single adult females
- x 1 single mother with two children
- x 1 family with two children
- x 1 family with one child

Of the six consumers/families that were accommodated at Jacaranda House, five **transitioned into suitable long-term accommodation**. The remaining consumer was reconnected with immediate family during the support period and was able to move in with them.

During their stay, the consumers were referred to Share & Care's Financial Counselling and NPAH Housing services; as well as to various other appropriate support services, as per the admission criteria. **95% of consumers accommodated at Jacaranda fully engaged** with these services.

MEN'S LODGE (Willow House)

During this reporting period the most prevalent issue that Housing Support staff have faced is a lack of crisis accommodation options for single males presenting with homelessness. Sadly, many of these consumers are unsuitable to be placed in the Men's Lodge (Willow House) due to significant and complex mental health issues and/or substance abuse issues. The majority of these men have previous or current criminal records and many of them have issues with anger or mood disorders making it unsafe for them to be placed into shared accommodation that is not supervised 24/7.

This has meant that for the majority of last year, the Men's Lodge has been used to accommodate family groups:

- x1 family with five children
- x1 family with two children
- x1 single mother with seven children

The family with two children have transitioned into their own Department of Housing property; they are **happy and doing well** in their own space.

The family with five children were unfortunately moved on to a refuge due to a Domestic Violence incident that occurred whilst within the Men's Lodge. The **mother and children continue to engage with Share & Care's NPAH service** and are now staying with family out of the area, whilst awaiting a property allocation through the Department of Communities - Housing.

The family with seven children is currently still accommodated and as they are such a large group, **Housing Support staff are working to gain long-term, appropriately sized accommodation** where the family can settle.

NPAH

(National Partnership Agreement on Homelessness)

After the decline in presenting consumers during the COVID-19 period last year, the NPAH Homelessness staff have seen an influx of consumers presenting for assistance and support with gaining long-term accommodation, due to the ending of the Government Rental Moratoriums at the end of March.

During this reporting period, 101 consumers (33 support periods) were assisted in gaining long-term, stable accommodation. This number does not factor in the numerous support letters and calls that were made on behalf of consumers seeking assistance with housing, but were not placed onto the NPAH program for various reasons.

Tying in with the high demand for long-term accommodation is the issue of consumers presenting with debts of around \$3000 owing to the Department of Communities - Housing and private rental agencies; with some having debts of \$15,000 or more.

These consumers were referred Share & Care's Financial Counselling service by the NPAH Housing Support worker, for management of these debts. In most cases repayment plans were put in place with view to the client paying down the debt to avoid being blacklisted privately or to reduce the debt with public housing with the aim of eventually being considered again for Department of Communities - Housing properties.

Consumers were presenting for support due to the following factors:

- Eviction from existing housing **(42%)**
- Previous accommodation agreements ending **(13%)**
- Domestic disturbances due to overcrowding/increased stressors **(2%)**
- Housing affordability stress **(7%)**
- Financial difficulties **(28%)**
- Inadequate or inappropriate dwelling conditions **(4%)**
- Medical issues, substance abuse and/or mental health issues **(4%)**

The allocation of public housing properties has been extremely slow this financial year due to low public housing stock compared to previous years, as well as the major impact of COVID where tenants were not moving-on or being evicted from properties. The NPAH Homelessness Service staff have been working hard to keep our consumers positive and focused on gaining a property as with the longer waiting periods, consumers have been becoming frustrated and disengaged.



AGED CARE SERVICES

Commonwealth Home Support Program (CHSP)

Commonwealth Home Support Program helps consumers, over the age of 65 (50 or over for Indigenous or Torres Strait Islander peoples) to receive entry level support services to live independantly and safely at home.

Eligibility is based on the consumers specific care needs which are determined through a face-to-face assessment completed by My Aged Care (MAC).

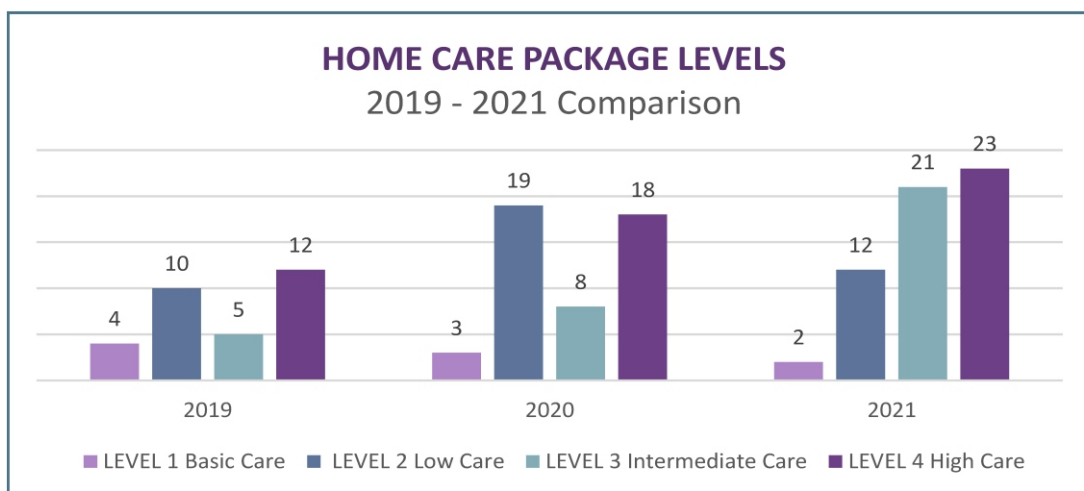


Home Care Packages (HCP)

Home Care Packages (HCP) are one of the ways that older Australians can access affordable care services to receive some help in their home. They are designed for those with more complex care needs that go beyond what the Commonwealth Home Support Program (CHSP) can provide.

Eligibility is based on individual care needs which are determined through a face-to-face assessment completed by My Aged Care (MAC).

As clients transition from CHSP we are seeing a steady increase of numbers into this program.

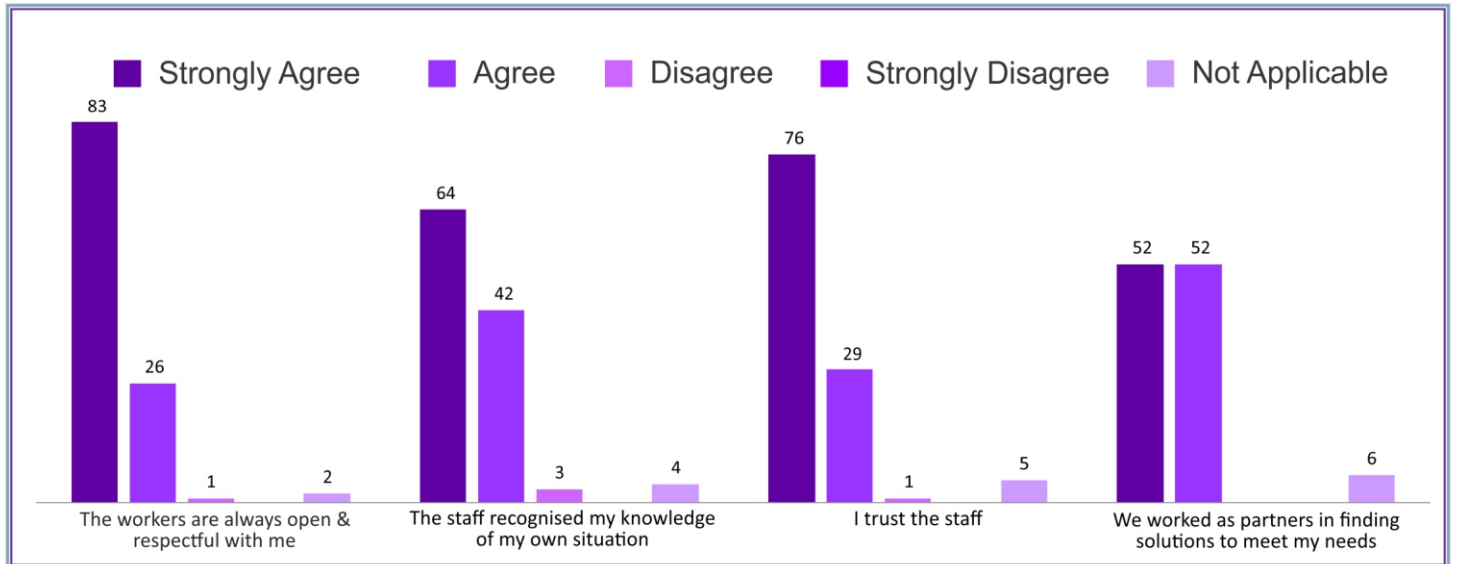


Share & Care has two Client Care Nurses (CCN's) on staff to help assist with the increase in needs for our higher level packages.

We are also seeing an increase in the need for independant living aids such as care alerts and incontinence aids, as well as an increase in home modifications. This includes items such as ramps, rails and bathroom modifications which allow our aging clients to remain in their homes for longer.

AGED CARE SERVICES

Client Feedback from Aged Services Consumer Surveys 2021 'Level of Agreement' from clients



Clients were asked to describe one significant change for them since receiving services

“The bus has been a lifeline for me”

“My home is cleaner and the company I appreciate”

“Has given me more confidence”

MENTAL HEALTH SUPPORT



The Mental Health Support program is targeted to those with severe psychiatric mental health illness in the Wheatbelt community. The purpose of the program is to support those with a mental illness through goal setting, planning and acting on steps to improve their lives. They are assisted to engage with community services and to develop coping strategies and other skills that may assist in their recovery journey.

Share & Care's Mental Health Support Service has changed to a 12-week program in order to encourage consumer engagement. The Support Worker helps the consumer by developing a care plan in which they are encouraged and supported to break down their overall goals into smaller, achievable steps, which they continue to work on over the 12-week period. At the end of this time, these goals are reassessed and adjusted as necessary.

Art Therapy has been a part of our Mental Health program for the past two years. This year we again engaged Creative Seeds Healing Arts Studio to deliver an eight-week Art Therapy program to four Share & Care consumers. Participants were given information on what Art Therapy is, and is not, about. Whilst art and craft materials are used, the purpose of the sessions is to provide an avenue and space for personal reflection, self-understanding and self-expression.

"Thanks to Art Therapy I am discovering my love of creativity and imagination. Despina is a brilliant therapist, full of inspiration, encouragement, support, warmth and understanding. I am eager to participate in any further Art Therapy available."

Self Portraits

The major project for the program was to create a self portrait.

There were several stages and purposes for this activity.

It was a **self-esteem** project, a **self-identification** project and a **building-creative-skills** project.



The Evolving Project In Me



The Sassy, Kind & Different Me

"I feel that the portrait represents my whole life, still a work in progress. Still a bit of a mess but working on it."

SUICIDE BEREAVEMENT SUPPORT

UWA Research Intern for SBS

“As a psychology student from UWA I was fortunate enough to complete an internship through the McCusker Centre of Citizenship at Share & Care Community Services over the winter break. My role as researcher was to add value to a funding proposal for the Suicide Bereavement Support (SBS) program, as funding ceased in June 2021. The SBS is a unique yet vital service for the Wheatbelt region of WA as it provides 24/7 phone call contact and 48 hour face-to-face contact to anyone who has been bereaved by suicide in some way. The SBS program enabled Share & Care to be at the forefront of a reported community suicide alongside other critical stakeholders. This warranted an immediate network of support services to be provided to vulnerable communities that could extend beyond suicide bereavement support where needed. With a lack of funding, this program can unfortunately no longer be provided.

Through interviews with local Police officers and contact at Community Resource Centres within the Wheatbelt, I was able to understand on a personal level the pressing needs of remote communities. Visiting Merredin, Bencubbin and Beacon also provided important insight to the geographical isolation of small towns and the subsequent lack of resources readily available. It quickly became apparent that building community resilience after a death by suicide requires immediate and often long-term engagement which is the crux of the SBS program. This ensures communities can regain both their strength and momentum, as well as creating a supportive network following a death by suicide.



Jean & Kate, SBS Support Workers with UWA Intern, Emily Von Perger

My experience at Share & Care was both unparalleled and deeply rewarding. To work alongside like-minded people who are passionate about providing forefront support to vulnerable communities was really inspiring. I'm excited to see their undoubtable ongoing achievements in the future and I feel very grateful for the time I got to spend at Share & Care.”

Emily Von Perger, July 2021

F&DV SERVICES Magnolia Women's Refuge

Magnolia Women's Centre has provided safe, supported, short-to-medium term accommodation to 46 women and 44 children in this last reporting period. Of these clients, 19 adults and 14 children were accommodated off-site in hotels / motels. This was due to COVID lockdown restrictions and also major maintenance being undertaken on Magnolia's client units.

61 clients were Aboriginal or Torres Strait Islander, 29 were non-Aboriginal.

Staff received 180 telephone calls requesting assistance where the client either did not meet our criteria, or we were already at full capacity. All of these callers were provided with alternative telephone numbers to address their needs.

We have been very fortunate this reporting period to have received donations from a variety of organisations and individuals.

In March, Northam Police station hosted a morning tea to celebrate International Women's Day and raise money in support of women and children affected by Domestic Violence. The funds collected were donated to the refuge and used to purchase games and activities for older children that are accommodated.

Bunnings Northam kindly donated items of furniture and blackout blinds for the client units and a new laundry trough for the playroom, for washing hands and craft pots.

With funds raised through a local Spiritual Healing event, refuge staff were able to purchase Ambulance Cover for clients; and K-Hub and Betta Home Living vouchers for items for clients setting up their homes.

A Wii games console and games, suitable for all ages, was generously donated by Share & Care Support Worker, Linda, and has also been set-up in the playroom.

A generous cash donation from Dorcas Clothing (Church Group) was used to purchase new linen and towels for the client units.

A Lotterywest grant has enabled Share & Care to purchase two additional vehicles for Outreach visits, and a SHERPS grant for maintenance has enabled us to lay new flooring in the client units, as well as replacement doors and gates, a new front gate and to address a variety of other maintenance and repair projects.



Darren West MLC, presents refuge worker Linda, with Lotterywest grant funds for Outreach vehicles



Bunnings Northam with their delivery of furniture, blinds and laundry troughs.



Program Manager, Jacey and Di from Share & Care's Mobile Outreach service gave a presentation to the Wheatbelt Women's Health Hub Inc. and C.W.A. in York. Morning tea was provided and a lovely discussion had with all the very generous ladies that provided handbags and luxury items for each client that arrives at the refuge.

We have received a Lotterywest grant to be able to deliver a 1-hour session on "What is Family & Domestic Violence?" to all high school students and primary school teachers within the Wheatbelt and Upper Great Southern. This will commence in October 2021. We aim to raise awareness about the early warning signs of FDV and who to contact for help in our region.

The following 'thank you' messages were received from two clients who have been supported multiple times at the refuge (typed as written). Both clients had been trapped for some years in the cycle of abuse and drug abuse without hope for their future.

"Dear Ladies

Thank you for doing your jobs so well. I appreciate all the comfort & support I have received since coming in this time around 😊 I have been able to relax, work through my problems that have been keeping me confused & feel safe to be myself.

Thank you, "you are all Awesome"

"To all of you who kept an ember of my fire glowing over the last few months ... I salute you. I stand in gratitude. I'm yelling at the top of my lungs ... the ember turned to a spark ... caught on. The flame is burning again. Let it engine a path where my life is light again. Let my light shine so bright it will light up the world."



F&DV staff receiving donated handbags from York CWA



Brett Inglis from Northam Police presents funds raised from the International Women's Day morning tea



Bobbi Moreton donates funds raised from the Northam Spirit & Wellness Festival

F&DV SERVICES **Coordinated Response Service**

The Coordinated Response service covers an area of 152,000km² in the Wheatbelt District and assists families/couples living in remote/rural communities. The service operates from both the Northam and Narrogin offices.

This year we received funding for additional Outreach Support workers to attend women and children in their homes, who are experiencing family & domestic violence, but may not have engaged with our service in the past.

In this last year, the **CRS program received 1352 Family Violence Incident Reports**, of which **1308 were triaged** together with WAPOL and the Department of Child Protection services. The remaining **44 incident reports were for Category 3 incidents which are not triaged**. At triage, the team decide what kind of intervention is required, whether it be a phone call to offer supports, an outreach visit or a referral for perpetrator support services.

Capturing this information for reporting purposes has always been done on a very large Excel spreadsheet, but we are progressing towards a new data management system which will make entering data and capturing statistics much more efficient.

The 28 consumers accepting further support from CRS were provided with emotional support, assistance to complete FVRO applications and referrals to services to best meet the individual needs.

286 females were referred to Narrogin Outreach / Narrogin Mobile Outreach service and 503 were referred to Safe At Home Northam for further assistance with court support and security upgrades to their home, as well as more extensive safety planning and ongoing support for up to 12 months if required.

Share & Care Family Violence **information packs were sent to 13 males and 20 females plus 2 generic packs** were sent to households.

240 male perpetrators were referred to Communicare Breathing Space programs for ongoing support or information to be sent to them.

Once referred to the Safe At Home & Domestic Violence Outreach services, further support, suggestions for counselling and appropriate referrals are provided, as well as assistance with FVRO applications, court support and security upgrades to homes.

The CRS program continues to support women, men and their children; enabling individuals and their families to reduce the harmful effects of family and domestic violence and increase their safety.

The Coordinated Response Service works in partnership with Share & Care's DV Outreach and Safe At Home programs, to provide effective, practical assistance to those in crisis.

F&DV SERVICES Safe At Home

The Wheatbelt Safe At Home (SAH) service enables women and children to maintain their existing housing following a domestic and family violence incident; thereby minimising their risk of homelessness and disruption to their social connections, education, employment and community.

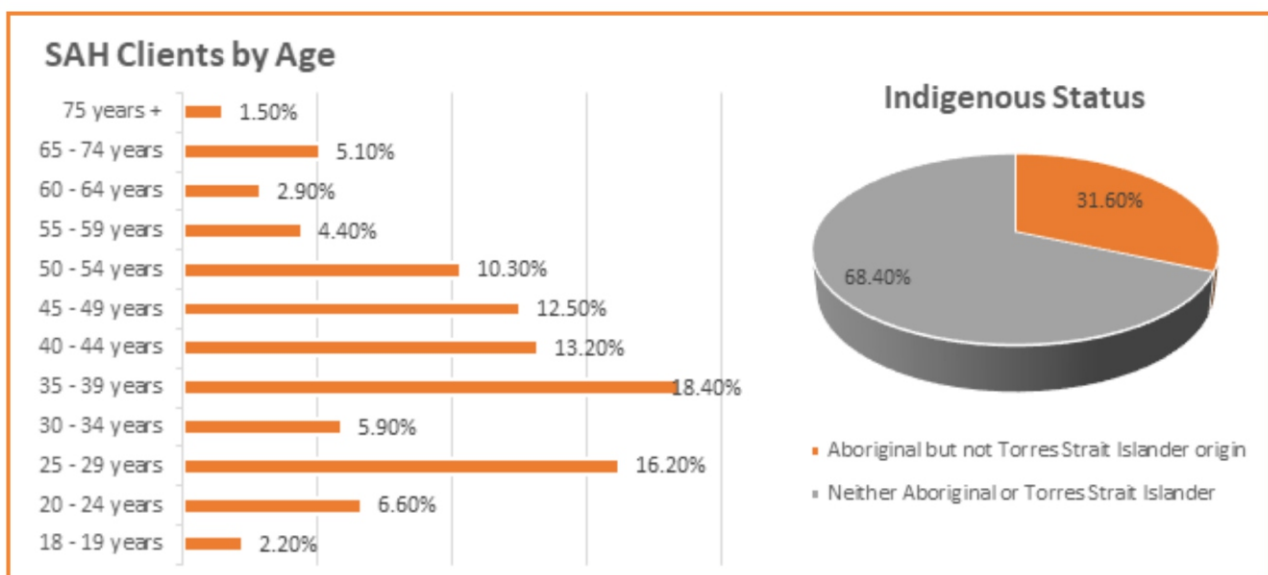
Safe At Home provides specialist case management, support with family violence restraining orders, court support, individual and family safety plans, home security upgrades, family and domestic violence education and referrals to mainstream agencies.

This year the Wheatbelt was locked out from Perth and Peel regions due to COVID-19 in January, April and July, however, as Share & Care systems were in place from the first lockdown in 2020, Safe At Home program staff living outside the Wheatbelt region were able to transition smoothly from being in the office to working from home. These changes in staff numbers on site, did not compromise client safety nor disrupt continuity as all women requesting Safe At Home services were still assisted.

During the past year, the Safe At Home program installed 75 home security upgrades and supported a total of 136 women and children to remain in their homes after experiencing domestic and family violence.

For example, a female with adult children that self-referred to the Safe At Home program, disclosed to staff the various forms of abuse she had been subjected to by her ex-partner. Safe At Home staff were able to discuss her options and provided education on power and control, gas-lighting, types of abuse and the cycle of violence. The client requested that Safe At Home staff assist and support her to obtain a family violence restraining order (FVRO) to exclude her partner from the family home, which was granted by the Magistrate's court. Safe At Home staff also worked collaboratively with the female to complete a risk and safety assessment, develop a comprehensive safety plan and arrange the home security upgrade.

Safe At Home staff continue to support the client by building on her existing strengths, respecting her right to self-determine and assisting her to manage any future issues which may arise. Safety plans are reviewed each time conversations are had to ensure her ongoing safety. Her adult child has now returned home to the farm and she is currently in the process of working towards her goals whilst enhancing her well being and safety.



F&DV SERVICES Rainbow Women's Centre



Although COVID-19 has thrown a spanner in the works throughout this reporting period Rainbow Women's Centre (RWC) has been able to provide safe, supported accommodation to **32 women** and **29 children**.

Staff endeavour to build resilience throughout the community and to educate women and children around family and domestic violence, and provide valuable tools to remain free from the cycle of violence.

33 of the accommodated clients identified as Aboriginal or Torres Strait Islander; **28** were non-Aboriginal.

As a result of the community being able to access the refuge 24 / 7 via the 1800 number and via information distributed throughout Narrogin and surrounding districts, Rainbow Women's Centre received **24 self-referrals** for accommodation.

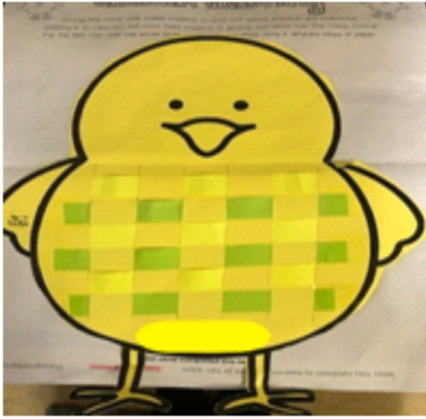
Other referrals received were from Share & Care's FDV Outreach and Support Services, the Department of Communities-CPFS, WAPOL and other agencies, both government and non-government.

For all accommodated clients a total of **44 referrals were made to external agencies or Share & Care programs**.

There have been **467 calls logged on the Domestic Violence Helpline** for many different types of assistance such as crisis accommodation, emergency relief services, court support, FDV support and child support services; **in addition to 1899 service contacts recorded by staff**.

Rainbow Women's Centre has had children accommodated during the school holiday periods and staff have been able to arrange a variety of activities that both the mother and children can do together. During Easter the children participated in Easter weaving and at Christmas made coloured caterpillars with their mother.

One client loved to create Diamond Art and made a lovely peacock picture. The client stated that she would like it displayed in the centre for all to see. Creating the picture helped her to take her mind off things for a little while and helped her feel calm.



In the last twelve months, Rainbow Women's Centre have been able to provide clients and members of the community with **137 food hampers** from the Coles SecondBite program.

Rainbow Women's Centre also received a \$2000 donation from DORCA's second-hand clothing shop that raises money for local services.

The additional funding received in response to COVID-19 has allowed our existing programs to provide a continuation of services, allowing women and children to continue to gain access to critical domestic violence support services to enhance safety during COVID and recovery. The funds have enabled the refuge to provide the following for our clients:

Mobile Phones - to provide safe access to emergency services

Panic Alarms - to assist clients in the home or if at the shops etc.

Door Stop Alarms - to aid client safety in the home

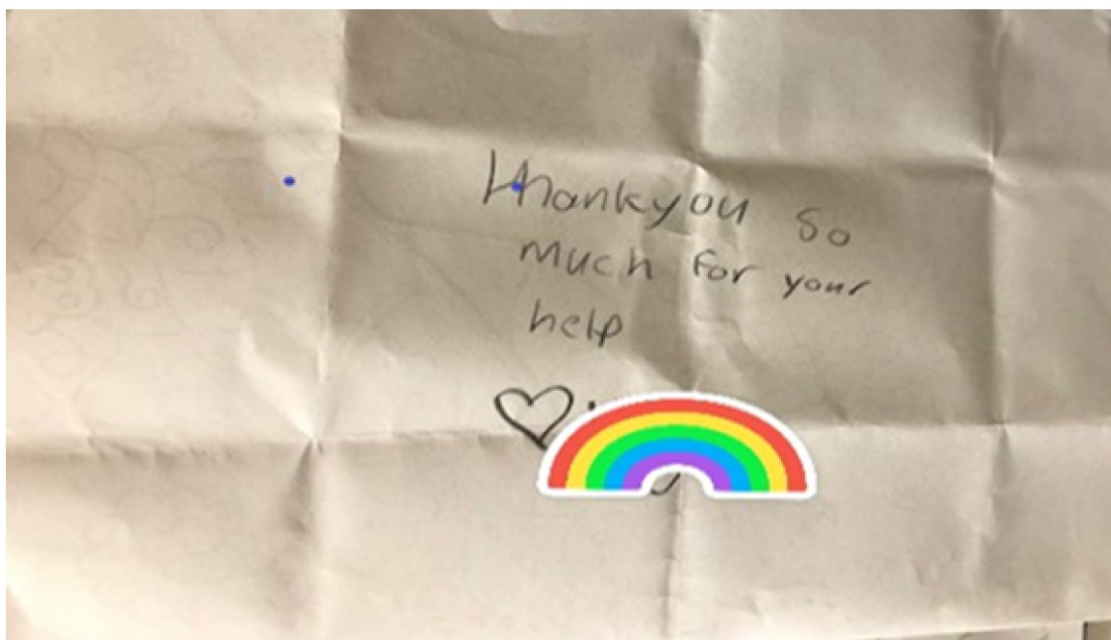
Fuel Vouchers - to enable clients to leave the home in order to remain safe

Coles Vouchers - to assist clients, that are struggling financially, to provide food for their families

Off-site Accommodation - when unable to accommodate at the refuge at the time of crisis

Transport - alternate options for transporting clients to safe accommodation

Toiletries



Making Money Matter



FREE Financial Counselling Service



**Simple
Budgeting**

A free and confidential, local Financial Counselling Service offering information, options and support for individuals and families.

**Savings
& Super**



Our accredited Counsellors can help you to understand your income and expenses, develop a budget, liaise with banks and landlords and negotiate with creditors.



**Advocacy
& Debt
Negotiation**

**For more information or to book
an appointment please call**

(08) 9622 2828

Offices located in Northam, York & Merredin
Phone assessments available for remote clients.



Share & Care

Community Services Group

Building resilience in communities

www.shareandcare.com.au
www.facebook.com/ShareandCareNortham

SHARE & CARE COMMUNITY SERVICES GROUP INC.

FINANCIAL STATEMENTS

OF

THE INTERNAL GENERAL ACCOUNT PROGRAM

FOR THE YEAR ENDED 30 JUNE 2021 .



The General Account is the internal administration program which the organisation uses to record the self-funding initiatives and administration charges to the various funded programs.

It is not a complete report of the incorporated body and makes up one of the internal programs administered by the association.

SHARE & CARE COMMUNITY SERVICES GROUP INC.
THE INTERNAL GENERAL ACCOUNT PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

CONTENTS	PAGE
Annual Management Board Certification	1
Statement of Income and Expenditure	2
Statement of Financial Position	3
Statement of Changes in Equity	4
Notes to the Financial Statements	5
Auditors' Report	

SHARE & CARE COMMUNITY SERVICES GROUP INC.

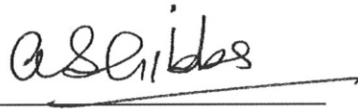
THE INTERNAL GENERAL ACCOUNT PROGRAM

**ANNUAL MANAGEMENT BOARD CERTIFICATION OF AUDITED FINANCIAL
STATEMENTS
FOR YEAR ENDED 30 JUNE 2021**

I hereby certify to the best of my knowledge, information, and belief that:

- The information reported in the accompanying special purpose financial report, comprising of the Statement of Income and Expenditure and Statement of Financial Position together with the explanatory notes to the financial statements for Share and Care Community Services Group Inc. – General account program has been prepared from proper accounts to present fairly the financial transactions for the period 01 July 2020 to 30 June 2021;
- That the attached special purpose financial report for the year ended 30 June 2021 is suitable to meet the needs of the members and the organisation.
- The association is able to pay its bills as and when they fall due.

Office Bearer Signature:



Office Bearer Name:

Ann Gibbs

Office Bearer Position:

Chairman

Organisation Name:

Share & Care Community Services Group Inc.

Date:

20/09/2021

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 JUNE 2021**

	<u>Notes</u>	2021	2020
INCOME		\$	\$
Administration levy, Management Fees	1	904,866	915,005
ATO Cash Flow Boost		37,500	62,500
Gifts / Donations		1,900	671
Interest		9,409	28,838
Sundry Income & Reimbursements		845	2,751
Volunteers		46,112	64,642
Home Care Package Surplus	2	68,234	41,978
TOTAL INCOME		1,068,866	1,122,797
 EXPENDITURE			
Accounting & Audit		3,647	6,103
Advertising & Promotion		5,269	3,261
Bank Charges		380	418
Board Cost & Meeting Expenses		3,061	3,417
Cleaning & Pest Control		16,979	17,882
Computer		18,170	22,488
Consulting		-	3,153
Depreciation – Property, Plant & Equipment		40,349	63,714
Donation Paid		500	500
Health & Safety Costs		9,503	5,516
Insurance		23,650	19,124
Minor Equipment		2,787	11,076
Postage / Printing & Stationery		17,646	7,745
Repairs & Maintenance		27,756	10,534
Rent, Rates & Taxes		9,584	9,528
Salaries / Wages & Superannuation		720,485	701,488
Staff Amenities & Training		9,590	14,080
Sundry		83	44
Telephone, Fax & Internet		7,564	8,419
Volunteer Costs		46,488	64,728
Utilities		13,746	10,021
TOTAL EXPENDITURE		977,237	989,382
 Surplus for the Year		 91,629	 133,415
 Other Expenses			
Other Programs – SBS		27,880	70,000
 Total Surplus for the year		 63,749	 63,415
 Other Comprehensive Income			
Revaluation of property		192,867	-
 Total Other Comprehensive Income		 192,867	 -
 Total Surplus and Other Comprehensive Income for the year		 256,616	 63,415

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

CURRENT ASSETS	<u>Notes</u>	2021 \$	2020 \$
Cash & Cash Equivalents		1,022,150	933,999
Bank – Ex HACC Asset Replacement Reserve		374,493	358,172
Bank – HCP Surplus		74,221	73,592
GST Refund		3,560	2,767
Inventory on Hand		5,540	6,352
Petty Cash		300	163
Trade and Other Debtors		159,826	47,674
TOTAL CURRENT ASSETS		1,640,090	1,422,719
NON-CURRENT ASSETS			
Property, Plant & Equipment	3	2,514,978	2,362,408
Right of Use Assets	4	41,869	55,090
TOTAL NON-CURRENT ASSETS		2,556,847	2,417,498
TOTAL ASSETS		4,196,937	3,840,217
CURRENT LIABILITIES			
Credit Card		460	-
PAYG Withholding Payable		8,288	8,612
Provision for Leave Entitlements		62,588	63,730
Revenue Received in Advance		77,138	73,985
Right of Use Assets Lease Liability	4	29,353	53,761
Trade Creditors		25,831	29,377
TOTAL CURRENT LIABILITIES		203,658	229,465
NON-CURRENT LIABILITIES			
Long Service Leave Entitlements		30,276	26,471
Right of Use Assets Lease Liability	3	9,960	9,318
TOTAL NON-CURRENT LIABILITIES		40,236	35,789
TOTAL LIABILITIES		243,894	265,254
NET ASSETS		3,953,043	3,574,963
Represented By:-			
Retained Earnings		2,688,409	2,521,304
Employee Reserves	8	129,429	111,321
Revaluation Reserve	8	1,135,205	942,338
ACCUMULATED MEMBERS' FUNDS		3,953,043	3,574,963

SHARE & CARE COMMUNITY SERVICES GROUP INC

THE INTERNAL GENERAL ACCOUNT PROGRAM

YEAR ENDED 30 JUNE 2021
STATEMENT OF CHANGES IN EQUITY

	<u>Retained</u> <u>surpluses</u> \$	<u>HACC</u> <u>ASSETS</u> <u>Reserve</u>	<u>Revalue</u> <u>Reserve</u> \$	<u>Employee</u> <u>Reserves</u>	<u>Total</u> <u>equity</u> \$
Balance at 1 July 2019	1,718,355	547,427	942,338	95,843	3,303,963
Surplus for the year	63,415	-	-		63,415
Total comprehensive income for the year	63,415			-	63,415
Transfer from Hacc Reserves	547,427	(547,427)			-
Addition to employee reserve	(15,478)			15,478	-
Transfer from Financial counselling – previously acquitted funds	207,585				207,585
Balance at 30 June 2020	<u>2,521,304</u>	<u>-</u>	<u>942,338</u>	<u>111,321</u>	<u>3,574,963</u>
Balance at 1 July 2020	2,521,304	-	942,338	111,321	3,574,963
Surplus for the year	63,749				63,749
Revaluation of property			192,867		192,867
Total comprehensive income for the year	63,749		192,867		256,616
Addition to employee reserve	(18,108)			18,108	-
Transfer from closed programs already acquitted	121,464				121,464
Balance at 30 June 2021	<u>2,688,409</u>	<u>-</u>	<u>1,135,205</u>	<u>129,429</u>	<u>3,953,043</u>

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

**YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS**

1. Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the requirements of the various programs reporting requirements and internal needs of the organisation.

The General Account is the internal administration program which the organisation uses to record the self-funding initiatives and administration charges to the various funded programs.

It is not a report of the incorporated body.

Basis of Accounting

The financial statements have been prepared on an accruals basis and are based on historical costs except for the re-valuation of the building. The accounting policies are consistent with the previous period, unless otherwise stated.

a. Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

Land and Building are measured at market value.

b. Impairment of Assets

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

c. Employee Provisions

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee provisions have been measured at the amounts expected to be paid when the liability is settled.

Leave loading of 17.5% is included in the annual leave provision.

The committee have included the personal leave liability at 100% of the accrued balance as at year end. This balance is not vesting to employees upon completion of service or termination.

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

**YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS**

d. Provisions

Provisions are recognised when the association 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 at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

e. Cash on hand

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

f. Accounts Receivable and Other Debtors

Accounts Receivable and Other Debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

g. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

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

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

h. Goods and Services Tax (GST)

Revenues, expenses, and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

**YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS**

i. Accounts Payable and Other Payables

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

j. Income Tax

The association is an income tax exempt entity under the provisions of Section 80-8 of the Income Tax Assessment Act 1997.

k. Going Concern

The program is reliant on Grant funding in the future to continue its operations in the current format. Whilst acknowledging this risk the organisation sees no immediate concern that the funding for the program would be curtailed significantly within the coming 12-month period.

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS

NOTE 1: - Home Care Packages Surplus

The Home Care Packages Surplus for financial year ending 30 June 2021 is payable to Share and Care General Account at the year end. This related to the surplus within the program which can be allocated to Share and Care after all program commitments and administration of clients allocated funds have been accounted for.

NOTE 2: - Property, Plant & Equipment

	2021	2020
	\$	\$
Plant & Equipment	206,175	171,497
Accumulated Deprecation	(138,332)	(102,873)
Total Plant & Equipment	67,843	68,624
Land & Buildings – Revalued	2,200,000	2,041,700
Building Improvements	116,315	116,315
Accumulated Depreciation	(40,636)	(75,182)
Total Land & Building (including improvements)	2,275,679	2,082,833
HACC – Plant & Equipment	43,825	43,825
HACC – Motor Vehicle	313,030	313,030
Accumulated Depreciation	(185,399)	(145,904)
Total HACC Assets	171,456	210,951
TOTAL	2,514,978	2,362,408

The most recent appraisal on the Land & Building situated at 88 Wellington Street took place in March 2021. The appraisal valued the building between \$1,600,000 - \$1,700,000. The organisation adopted a mid-point of this appraisal being \$1,650,000.

During the year the property situated at 92 Wellington Street had a clearing and demolition of the site. A subsequent appraisal valued the vacant lot between \$500,000 - \$600,000. The organisation adopted a mid point of \$550,000.

At 30 June 2021 various caveats to Lotteries Commission are noted on the certificate of title of the property situated at 88 Wellington Street, Northam. Whilst these caveats remain the use and ability to dispose of the asset are heavily restricted. In addition to this a contingent liability exists which is outlined in Note 4.

SHARE & CARE COMMUNITY SERVICES GROUP INC.

THE INTERNAL GENERAL ACCOUNT PROGRAM

YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS

NOTE 3: Right of Use Assets and Liabilities

During the 2021 year the association adopted AASB 16 with respect to the Right of use assets which relate to the operating lease arrangements for motor vehicles.

	2021	2020
	\$	\$
Right of Use Assets	69,499	102,205
Accumulated Depreciation	(27,630)	(47,115)
Total	41,869	55,090
Lease Liability – Current	29,353	53,761
Lease Liability – Non-Current	9,960	9,318
Total	39,313	63,079

The lease liability is made up of various vehicle leases which expire between 2021 and 2023.

NOTE 4: Contingent Liability

At the 30 June 2021 a contingent liability exists with regard to the caveat placed by the Lotteries Commission re the David Gorham Building.

As part of the Building Grant agreement conditions Share & Care Community Services Group Inc. must act in accordance with the agreement until the expiry term, the date being 14 December 2022.

In the event of a default by the organisation a pre-determined formula exists for the repayment of funds. Therefore, using the pre-determined formula, in the event of a default the following contingent liability existed at the end of the financial year;

	2021	2020
	\$	\$
Lotteries Commission (Lottery West)	95,602	161,566

SHARE & CARE COMMUNITY SERVICES GROUP INC.
THE INTERNAL GENERAL ACCOUNT PROGRAM

YEAR ENDED 30 JUNE 2021
NOTES TO THE FINANCIAL STATEMENTS

NOTE 5: Annual Leave, Long Service Leave

The organisation accrues for Annual Leave and Long Service Leave due to employees based on the current rates of pay.

	2021	2020
	\$	\$
Annual Leave	54,811	56,405
Toil	813	465
Long Service Leave - Current	6,964	6,860
Total	62,588	63,730

As per Note 1 (c), the program accrues for annual leave due to employees based on current rates of pay. At 30 June 2020, the above amounts were shown as a liability. Included in the annual leave provision is an amount of leave loading calculated at 17.5%.

The organisation accrues for Long Service Leave for employees at the commencement of employment to ensure adequate provision is available based on experience.

Note 8 – Equity and Revaluation Reserve

	2021	2020
	\$	\$
Revaluation Reserve	1,135,205	942,438

An appraisal took place in March 2021 on the property situated at 88 Wellington Street, Northam and 92 Wellington Street, Northam. The appraisal resulted in an increase in value of \$192,867 in the 2021 financial year.

Employee Reserve

	2021	2020
Employee Reserve	111,321	95,843

An Employee reserve was adopted with respect to the employee personal leave provisions at year ended 30.06.2020. The reserve is made available for employee personal leave provisions that have been accrued to the respective employees at year end.

The movement in the year of \$18,108 was calculated by reviewing the non-vesting personal leave accruals of the association at 30.06.2021. This balance is ringfenced for future personal leave applications that are over and above the statutory 10 days and made available only if the employee has an available balance.



Share&Care
Community Services Group

BOARD MEMBERS 2019 - 2020

Chairman
Ann Gibbs

Vice Chairperson
Attila Mencshelyi

Honorary Treasurer
James Paxman

Secretary
Bernadine Heiderich

Board Members

Jacqui Holmes

Jill Lefroy

Cameron Blackhurst

Andrew Quin





Share&Care
Community Services Group



The Share & Care website contains
Policies & Procedures in PDF format
that are available for download.

www.shareandcare.com.au



Share&Care
Community Services Group
Building resilience in communities

☎ (08) 9622 2828 🖨 (08) 9622 5070

✉ admin@shareandcare.com.au

🌐 www.shareandcare.com.au

📘 www.facebook.com/ShareandCareNortham