Southside
Community Services Inc.

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2014
ANNUAL REPORT

There for our community!

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OUR VISION

"To embrace change and innovation to ensure our place and recognition as a quality community services provider."

OUR MISSION

"To build and sustain strong communities by empowering people and enriching lives through our services and programs."

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OVERVIEW OF SERVICES

Southside Community Services Inc (SCS) is a community based, not for profit, non-Government organization that since 1988 has been providing a wide range of services to families and individuals living in the local area and in the wider environs of the ACT. These services are partly or wholly funded by Commonwealth and/or ACT Government grants, client contributions, fees for service and donations.

SOUTHSIDE COMMUNITY SERVICES INCORPORATED:

- Manages a budget of over $12.4m
- Has staff of over 206
- Provides programs for all age groups from early childhood through to family and individual support, to those who are frail aged or younger people with a disability
- Is an Accredited Registered Training Organisation

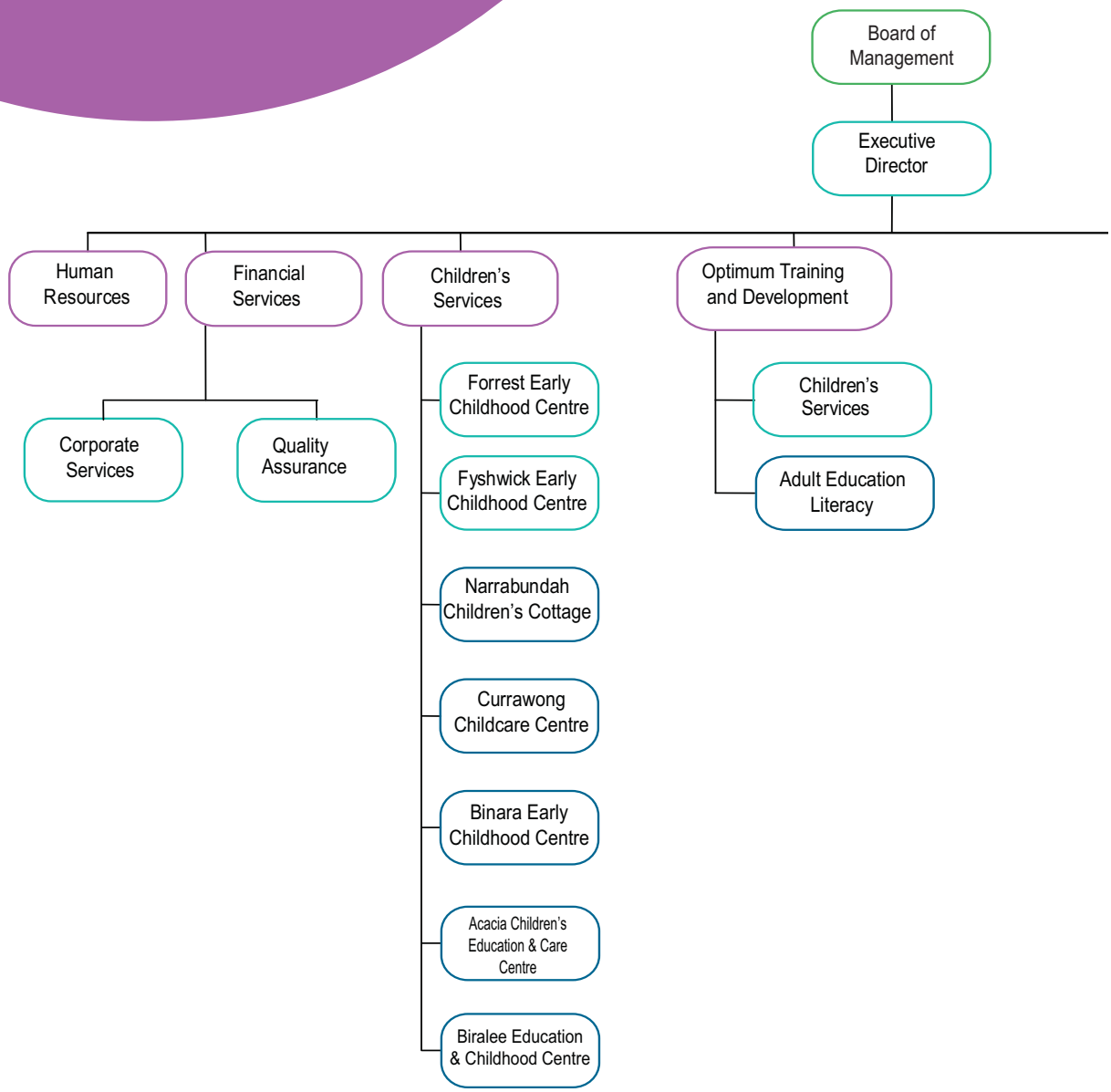
OUR SERVICES INCLUDE:

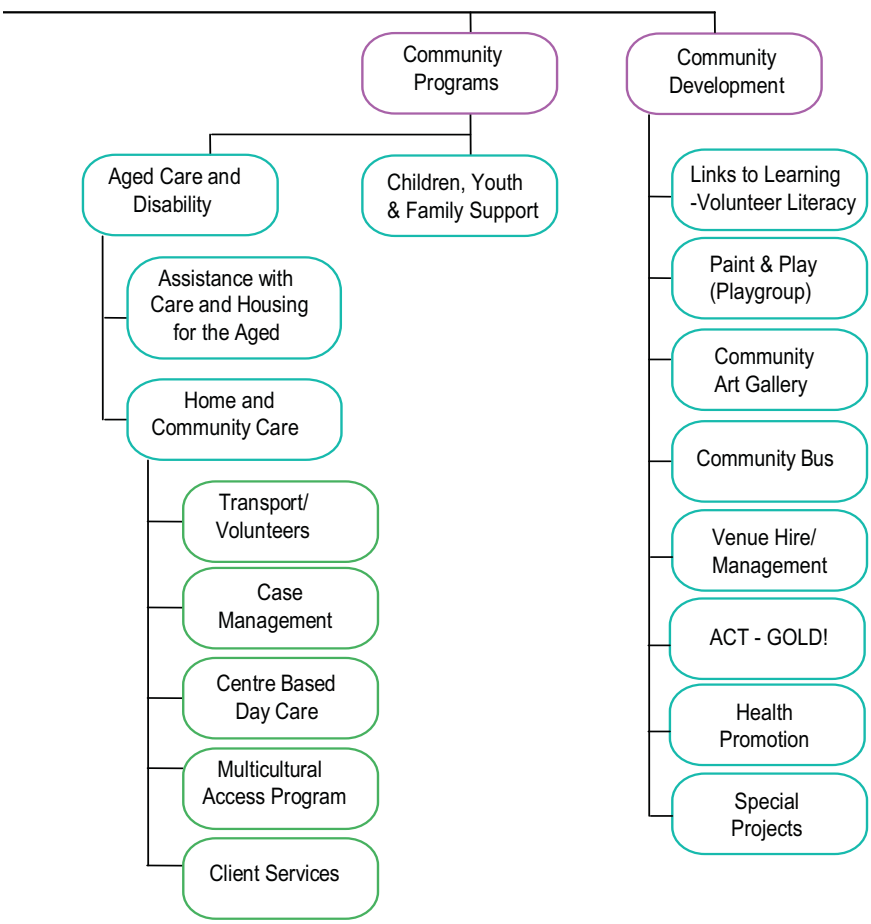
- Seven Early Childhood Centres
- Family and Individual Support
- Parenting Programs
- Community Development
- Home and Community Care
- Assistance with Care and Housing for the Aged
- Centre-Based Activities for Home and Community Care Clients
- Case Management
- Special Care Transport
- Community Mini-bus Service
- Venue Hire
- Health Promotion

ACCREDITED TRAINING IN:

- Cert III in Children's Services
- Diploma in Children's Services
- Cert II and Cert III in General Education for Adults

ORGANISATIONAL OVERVIEW





BOARD OF MANAGEMENT

PRESIDENT
Tony LoPilato

VICE PRESIDENT
Kay Hewitt

SECRETARY
Maryanne Haslam

TREASURER
Ross Hocking

STAFF REPRESENTATIVES
Halina Krupinski
Katherine Hellwig

ORDINARY MEMBERS
Robby McGarvey
Mark Roddam
Nathan Ford

EXECUTIVE DIRECTOR
Lida Lewis

FINANCE MANAGER
Angie Tadd

PRESIDENT'S REPORT

The Annual report provides an opportunity to reflect on the achievements of Southside Community Services Inc. (SCS) over the last twelve months and to acknowledge that the organisation has performed extremely well.

The management, staff and volunteers of SCS are to be congratulated for their efforts in achieving such excellent financial results and continuing to provide quality services to the community through this period.

During the 2014 financial year a number of significant events and achievements took place and/or are still taking place:

1. Review of the SCS's Constitution has been completed.
2. Refurbishment of the Fyshwick Child Care Centre completed.
3. Refurbishment of the Forrest Child Care centre is ongoing and being managed appropriately especially in respect to the presence of Asbestos in the building. Management has kept all stakeholders apprised of all elements of the processes involved for Asbestos management.
4. Refurbishment of the offices at Narrabundah have been completed.
5. The SCS application for 'NDIS Organisational Preparedness funding' was successful and will be utilised in assisting the organisation to be pro-active in its approach to service changes inherent within the NDIS.
6. Governance training for Board members is ongoing.
7. 'ACT GOLD!' program has been increasing in number of participants, activities and programs. The organisation has decided to continue with the program though we are no longer receiving ACT Government funding for its maintenance as SCS believes this valuable program can and should be accommodated within our budget for the 2014-15 financial year.
8. All SCS managed Community venues are showing increased levels of community use and engagement.
9. Promoted NAIDOC Week Art Exhibit in July 2013 as part of NAIDOC Week with the event opened by Shane Rattenbury MLA.
10. Optimum Training received funding until June 2015 under the ACT Funding Agreement (ACTFA) for the provision

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of new programs within the Australian Skills Quality Authority (ASQA).

11. SCS Continued working with other ACT Community groups to deliver community programs on a timely and efficient basis.
12. Risk Management was implemented for SCS, determining what is appropriate as well as potential impact on specific and general aspects of the organisation.

In conclusion , I extend my heartfelt thanks and gratitude to the SCS staff for their professional and enduring efforts in providing fantastic services to the people within our Community for whom the organisation exists to assist, improve and enhance their quality of life.

I would also like to recognise the contributions of our volunteer Board members who contribute their time, professionalism and a range of skills, talents and perspectives to bear on matters of governance.
Thankyou to our funding bodies, stakeholders and partners without whose support SCS services would not be available to those in need.

Tony LoPilato
President

EXECUTIVE DIRECTOR'S REPORT

EMBRACING CHANGE

The past financial year has seen considerable change and growth at Southside Community Services Inc. (SCS). Responding effectively and efficiently to substantial changes in our sector to government policies and funding models whilst continuing to deliver high quality services across programs has involved significant resource commitments to planning across the organization.

In recognition of the changing landscape in community services' funding, SCS has responded by building a robust and flexible organization better equipped to adapt to change while continuing on our traditional mission of delivering quality services to the community.

Our goals have been to embed SCS values as defined in the Strategic Plan within every element and activity of the organisation. To this end, our development work has seen the emergence of an even more responsive organization directed in every aspect towards achieving better outcomes for the people it serves and the staff it values.

With this in mind, we have invested in providing more support to staff by increasing the number of personnel engaged in corporate services. These newly-created positions strengthen our governance structure and place us in a good position for further strategic growth and development.

A PRODUCTIVE YEAR

Highlights of the many achievements SCS posted throughout the year include but are not limited to:

- Full integration of two new Care and Education Centres, Acacia and Biralee;
  - *Acacia is a 4 room facility located within the Attorney Generals Department building 3-5 National Circuit, Barton which caters for up to 64 children per day.*
  - *Biralee, also located within Barton across the way from Acacia, is a 5 room facility catering for up to 86 children per day.*
- Completed renovations to and extensions at Cottage and Fyshwick together with the successful implementation of management changes;
- Fyshwick Early Childhood Centre, Acacia Children's Education and Care Centre and Narrabundah Children's Cottage met the National Quality

The past financial year has seen considerable change and growth at Southside Community Services Inc. (SCS).

Standards and requirements of the Education and Care Services National Regulations and Education and Care Services;
- Completed office refurbishment and relocation of staff in SCS offices;
- Reviewed and implemented changes for the delivery of accredited training in Children's Services;
- Developed and submitted for approval new training and assessment course materials for Certificate III and Diploma in Early Childhood Education and Care and received accreditation for such;
- Integrated changes in responsibility in Child, Youth and Family Support;
- Successfully transitioned from ACT to Federal funding with respect to SCS Home and Community Care programs;
- Initiated changes necessary to meet the NDIS and Age Care Reform requirements;
- Increased community capacity, particularly in the areas of health and resilience in the face of disasters;
- Introduced pre-employment screening of adults who work with or volunteer to work with Vulnerable People;
- Introduced changes in Work Health and Safety as required by legislation; and
- Developed and implemented Risk Management Plans and Processes.

Our Board Members, Staff and Volunteers have continued to work productively in strengthening the organisation and delivering diverse projects, services and support to our community. As a result, SCS has met all accountability requirements for its Children's Services, Community Services, Training and Community Development programs through the funding year.

For the past twenty seven years SCS has play a major role in building vibrant and resilient communities by facilitating social connections amongst a diverse array of interest groups and human services. We have in every endeavour sought to use available resources in the most efficient way whilst continuing to review and refine our services based upon improved insights into local need. SCS will continue to develop ideas and foster participation and leadership in building a common, sustainable future enabling our communities to prosper.

On behalf of SCS I would like to thank all ACT and Federal funding bodies for supporting our programs throughout the year. I would also like to thank the Board of Management for their unstinting support in achieving our goals and the Management Team, Staff and Volunteers for their professional dedication in support of Southside's mission.

Lida Lewis
Executive Director

HUMAN RESOURCES

During 2013-2014, the Human Resources Program (HR) has continued implementing the Priority Area Strategies of the Strategic Plan. This has included reviewing our work objectives and practices, to ensure we are creating an environment where our workforce can achieve our Mission & Vision and live our Values.

To enhance the quality of services HR provides across the organisation and to assist with the additional workload due to the expansion of the organisation; extra resources were allocated to the HR Program. This has increased our "working hours" over the course of the year, from 66 hours per week to 137 hours per week. In turn, this has enabled additional support to the Program Managers and Childcare Centre Directors which has included improvements in:

- Recruitment procedures
- Return to work support strategies
- Support to individual staff regarding career advice, maximising conditions of service, "on boarding", etc.
- Leave processing procedures
- Records keeping practices
- Working with Vulnerable People policies and procedures

OUR DIVERSE WORKFORCE

We had an average of 210 employees each pay period during 2013-2014. This is an increase from an average of 172 employees in the previous financial year.

With the reforms in Children's Services requiring all staff working with children to have a minimum qualification of certificate III in Children's Services (or working towards), there was a decrease in casual employees this financial year. At 30 June 2013 there were 31 casual employees which dropped to 11 at 30 June 2014. In turn, there was an increase in full-time and part-time employees (from 168 at 30 June 2013 to 189 at 30 June 2014).

SCS employees included people:

- From different nationalities
- Working full-time, part-time, casual capacity
- Both male and female
- Starting in the workforce with little or no work experience, to people

We pride ourselves on a "best practice and continuous improvement approach" and are always looking at ways to improve the services we provide across the organisation.

with formal qualifications and/or work experience
- Aged from under 20 to over 65
- Both with and without family or caring responsibilities
- With different religious beliefs
- With different family structures
- With different cultures

WORK HEALTH AND SAFETY

In ensuring SCS provides a healthy and safe environment for our employees, the Work Health and Safety (WHS) Designated Work Groups, and WHS Committee met regularly during 2013-2014.

We were successful in monitoring and reducing workplace hazards, which included general repairs and maintenance to all SCS buildings/ halls, Childcare Centres and vehicles. A focus this year has been on enhancing our emergency evacuation processes and reviewing our First Aid processes to bring consistency across the organisation. We will be further developing our WHS procedures and policies next financial year, with a focus on preventing workplace bullying and harassment.

STAFF DEVELOPMENT AND WORKFORCE PLANNING

Staff development and training has remained a priority this year, with each Program Manager developing a Training Register to assist with identifying and satisfying training needs. Our employees have attended training courses and conferences during the year to further develop their skills and to keep abreast of current practices. We have utilised the expertise of Optimum Training and Development (OTD) for many and varied training opportunities for our employees and engaged specialist training providers when required.

During the year, we have successfully supported 29 employees in obtaining the Certificate III in Children's Services, and 11 employees in obtaining the Diploma in Children's Services. We are continuing to support another 30 employees who have partially completed these studies.

HUMAN RESOURCES

FUTURE PLANS

To assist with implementing the 2012-2015 Strategic Plan and to formalise the HR Operational Plan, the Management Team conducted a Strategic Planning Day in August this year. The outcomes of this will ensure that we are catering for the needs of each Program and that we are meeting legislative obligations when setting current and future HR priorities, targets, and timeframes.

We pride ourselves on a "best practice and continuous improvement approach" and are always looking at ways to improve the services we provide across the organisation. Our future plans include:

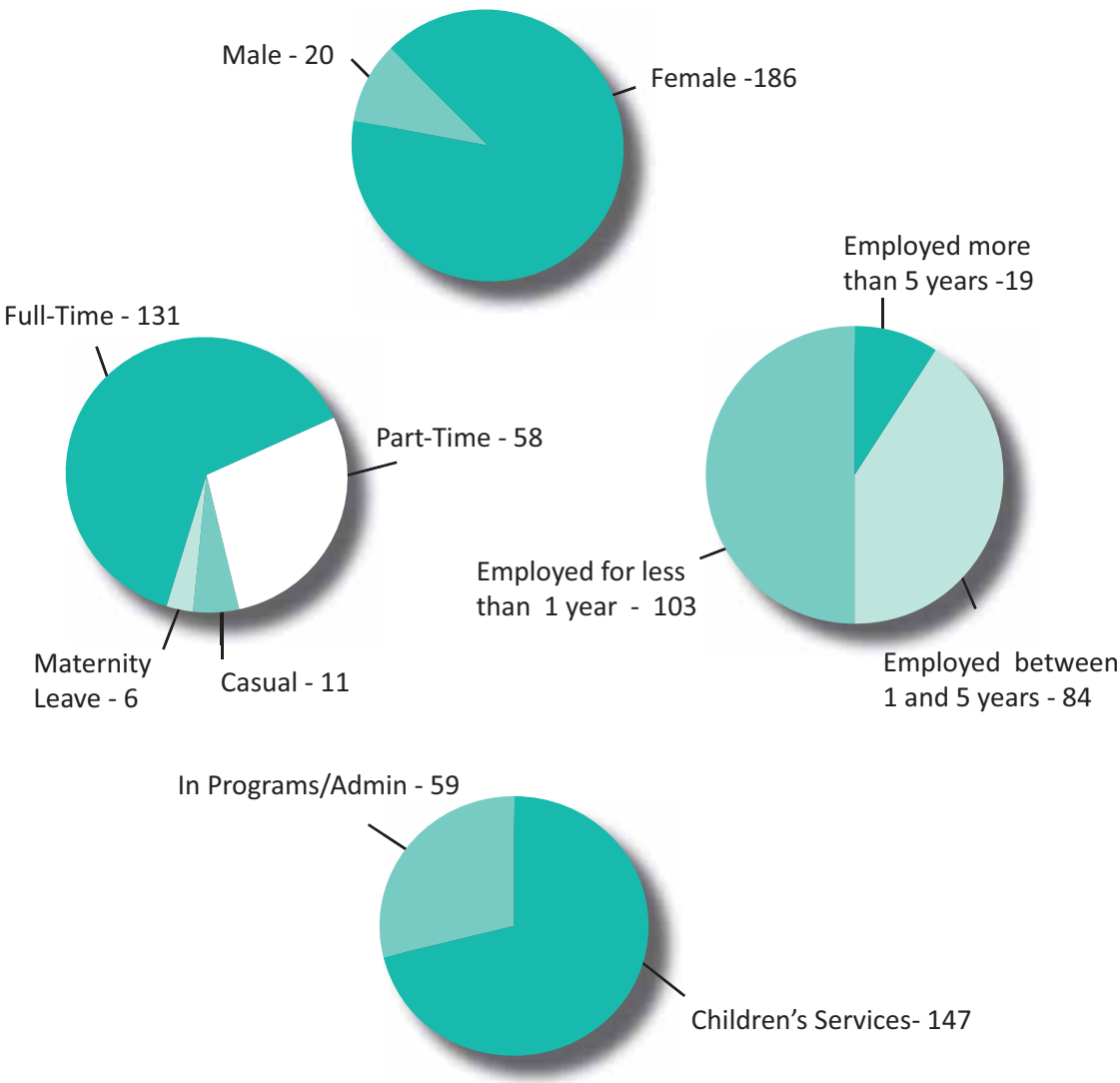
- Reviewing our Work Health Safety framework to ensure we are meeting legislative requirements, with a focus on training and support.
- Reviewing our Human Resources framework/policies and procedures to ensure best practice. This will include providing conditions of service that meet legislative requirements, reflect current practices, support our Strategic Plan, and attract & retain high quality staff.
- Researching and implementing a HR database to bring efficiencies across the organisation. for example - records keeping, interlink with payroll, easy access to policies and procedures, reporting, etc
- Participating in developing and implementing the Risk Management Plan and the Business Continuity Plan.

THANK YOU

The HR Team would like to pass on our thanks to all those involved in a successful year. Without the support of the Board, the Executive Director, the Management Team and all employees; implementing HR initiatives and strategies would not be possible. We would also like to take this opportunity to acknowledge the wonderful service and support provided by Guild Insurance.

Libby Mills
Human Resources Manager

SNAPSHOT OF OUR 206 EMPLOYEE WORKFORCE



COMMUNITY PROGRAMS

Nearly 500 clients were the recipients of over 6400 case management contact hours during the 2013-14 period.

HOME AND COMMUNITY CARE

Southside Community Services (SCS) delivers a range of services including case management, group activities and individualised support services that assist older community members, younger people with disabilities and their carers. This is achieved through a combined Commonwealth and State/Territory program of Home and Community Care Program (HACC). The programs were divided in 2012-13, with ACT Government administering <65 and the Department of Social Services administering the >65 age group. The coming era of aged care reform and consumer directed care will see many changes to current HACC programs, and SCS is preparing for these changes with a planned and consistent approach.

CASE MANAGEMENT

Case Management is a significant part of the SCS HACC program, providing services for nearly 500 clients in 2013-14 who were the recipients of over 6400 case management contact hours during this period. Case Managers coordinate individual care plans for clients and a range of services including Transport, Centre-Based Day Care and Client Services. Case Managers are able to support the clients with a range of problems they may be experiencing such as access to interpreter services, advocacy with government departments and support with other contacts such as with banks and health services. Individual consumer directed care plans include social support, information and advocacy or practical aids such as domestic assistance, personal care, household maintenance and transport. SCS is fortunate to have Case Managers and workers with translation skills – languages currently include Croatian, Spanish and Chinese, with plans to engage workers with other languages.

Case management has continued to attract a high number of clients from Culturally and Linguistically Diverse (CALD) communities, with more than 50% of clients identifying as CALD consumers. This high representation is of special import for SCS when one factors in health variables such as the onset of dementia, where clients often revert to their native language and/or are progressively more reliant on care by significant others also with CALD backgrounds. Given the escalation of Australian life expectancies and the desire of people to remain independent in their own homes and communities, demand for support services is expected to increase.

In relation to aged care reform, SCS has continued to enhance individual planning processes and strengthen

COMMUNITY PROGRAMS

policies and procedures that achieve consumer directed care. A pilot program commenced that will prepare SCS for the 'Living Longer Living Better Strategy' commencing in July 2015.

TRANSPORT CASE

Community Transport is a vitally important service for the region, supporting access for elderly people to medical appointments, social contacts and tasks such as shopping that enable them to maintain an independent and satisfying life. SCS team of dedicated bus and transport drivers assist and accommodate individual preferences where possible, supporting outings and excursions, education and information sessions. SCS has again achieved more than 10,000 contacts this year and broadened its scope.

CENTRE-BASED DAY CAREPROGRAM

The Centre-Based Day Care (CCBDC) Program continues to expand and diversify strongly to meet client needs and during the 2013-14 period allocated a total of over 37,000 hours to between 300-400 clients.

SCS operates seven groups and supports two others with weekly activities such as 'Walk and Talk', Bingo and retail therapy along with many member elected outings. Excursion locations included: Batemans Bay; Adaminaby; Boorowa; Eurobodalla Botanic Gardens, Yass & Moruya.

SCS also conducts an excellent multi-cultural groups programs for Spanish, Croatian, and Chinese Speaking Groups operating on both north and south sides of Canberra with clients drawn from the whole of the ACT.

COMMUNITY PROGRAMS

These programs underline our commitment to Culturally and Linguistically Diverse (CALD) communities, a growing focus for SCS as we move toward consumer directed care. In 2013-14 over 80% of CBDC programs had a CALD focus

Centre-Based Day Care has continued its community awareness focus, sourcing speakers from groups from a variety of services including Red Cross, Council on the Ageing, Stroke Foundation, ACT Deafness Resource Centre and Arthritis ACT.

CHILD YOUTH AND FAMILY SUPPORT PROGRAM (CYFSP)

The CYFS program focuses on vulnerable children and young people by delivering services to families to minimise the number of children and young people involved in tertiary services such as Care and Protection and Youth Justice. SCS has achieved significant client outcomes, and complementary programs such as the SCS Food Pantry have proven invaluable.

SCS has participated in the planning and adaptation of processes within the CYFSP consortium of South Weston, in which Woden Community Services is the lead agency with Anglicare and SCS as partners. This period has involved the development of ACT-wide protocols for the delivery of this integrated service working to achieve an outcomes-based reporting process. SCS workers have managed a client load of more than 50 vulnerable families at most times during the year, supporting a total of 71 families. It is of special import to note that this level of support, achieved within a 6 month delivery timeframe, met and exceeded the agreed 'annual' funding provider service target.

ASSISTANCE WITH CARE AND HOUSING FOR THE AGED (ACHA)

Assistance with Care and Housing for the Aged Program assists low-income, older people in our community with housing support needs. The ACHA Officer has worked closely with ACT government housing authorities to assist some of the most vulnerable in the community to achieve suitable and stable accommodation. Outcomes achieved in 2013-14 include linking clients with financial and legal assistance such as rent relief, bond assistance, tenancy advice and housing maintenance, along with counselling, health services and SCS Food Pantry to support independence. This program remains very important due to the ongoing shortage of affordable and temporary housing options throughout the Australian Capital Territory.

SCS supported more than sixty clients and co-habitants in 2013-14. The SCS focus on CALD frail aged remained prominent, providing assistance in circumstances of persons experiencing homelessness and disadvantage. The ACHA Officer has support networks for provision of goods in the absence of brokerage funding and more links have been found with HACC services to aid with goods and services. Networks and contacts have enabled a continued focus on the emotional challenges that confront persons experiencing homelessness especially with the frail aged.

CANBERRA LIVING CONDITIONS NETWORK ALLIANCE

SCS has continued to work with geographic partners Northside and Woden Community Services and Ainslie Village (within the Canberra Living Conditions Network Alliance) to address issues related to hoarding and squalor. Sectoral training has been supported by SCS to address the lack of expertise and support services. Without infrastructure and services, the demand for residential care would escalate significantly.

ADMINISTRATIVE ENHANCEMENT

During 2012-13, Community Programs data entry processes were transferred to digital input via tablets. Benefits gained from this transfer during 2013-14 include greater flexibility in service delivery and increased effectiveness of data management. Further steps will be taken in the coming year to increase efficiency of service delivery and to take advantage of technological advances.

Janine Robertson, Manager
Community Programs

BUSINESS & COMMUNITY DEVELOPMENT

Community development is "the processes, tasks, practices and visions for empowering communities to take collective responsibility for their own development" (David Kelly)

SCS provides opportunities for the community to contribute to service development via a number of methods including the suggestion box at the main office, through the organisations web-site and directly through program participation.

This means that throughout each year, some activities and projects can (and do) change in response to changing community needs and wants, while other activities/projects remain and/or expand and others are discontinued.

One major change that affected everyone at the SCS Narrabundah offices were the building renovations undertaken between September and November 2014. The renovations were organised by ACT Community Facilities in partnership with the Federal Government's Community Energy Efficiency Program (CEEP) and have resulted in well-lit and well-organised office spaces.

SOUTHSIDE PANTRY

The Southside Pantry distributes food to members of the community who are in need or who are on a limited income. The food is sourced predominantly through Food Bank NSW with some donations from local businesses.

The Pantry is open to clients on Wednesday and Thursday and in the last year has been 'staffed' by Volunteers. Ross Hocking has been a Pantry Volunteer since its inception, then Laura Gad joined the team and things really began to "buzz" in the Pantry. Unfortunately, Laura has had to leave due to illness and has been replaced by Lilli Weisegger who is doing a wonderful job maintaining that 'buzz'.

There have been more than 670 visits to the Pantry in the past year. Given the closure for the aforementioned building renovations and Christmas break, this is an average of more than 15 clients served in the Pantry on the two days each week, keeping our Volunteers very busy.

Community Health Promotion Project
Early in the year, we received 3 year funding to implement a Community Health Promotion Project in a number of medium-high density ACT Government Housing areas. This allowed us to engage a Project Officer – Louise Wills - and commence activities at Oaks Estate and Gowrie Court with other areas to be included on a graduating basis.

The goal of the project is "to improve the physical and mental health of participants through promoting healthy eating, learning how to plan, cook and share nutritious low-cost meals and fostering

social inclusion and a sense of community by increasing residents' access to resources that promote healthy eating and physical activity".

Participants in the project have begun to take 'ownership' of the project even suggesting service providers they would like to have attend and other activities they would like to initiate including a Tai Chi class and playing "Street Soccer". Having other service providers attending the project, helps participants to begin to know the provider and understand their service whilst in a familiar, non-threatening setting. This is a very enabling and successful strategy encouraging participants to work more closely with providers who can best assist them to address their needs.

NATURAL DISASTER RESILIENCE PROJECTS

During the past year Project Officer Adele Perry, successfully completed two (2) Natural Disaster Resilience Projects.
The "Our Kids are Safe" project focused on the provision of disaster management training for the staff/carers of all the SCS seven (7) Childcare Centres to ensure their preparedness to respond appropriately in the instance of a disaster to ensure the safety of the children in their care and of themselves. This project included consultation with Childcare Centres and was successfully completed in November 2013.

The second project distributed 1,500 "Personal Disaster Information Packs" to older residents of the ACT. These distinctive packages included useful individual information along with drinking water, torch, energy bar, smoke mask, protective gloves etc and were also made available in both English and a range of other languages

ACT-GOLD

SCS has been very successfully operating the ACT-GOLD (Growing Older & Living Dangerously!) Program since its inception in August 2012.

ACT-GOLD is a program of leisure activities for older adults who want to put more living into their life! It promotes the uptake of and inclusion in activities by ACT residents aged 50 years and over. programs are distributed throughout the ACT three (3) times per year and this widely accepted program has grown both in the numbers of people participating (over 200) and with the numbers of activity providers (upwards of 50), offering over 80 activities per program.
The initial funding from ACT Sport & Recreation ran out at the end of June 2014

and much work is being done to obtain on-going funding for this program. The ACT branch of the Council of the Ageing (COTA) is a great supporter of ACT-GOLD promoting it at every opportunity as is the Ministerial Advisory Council on Ageing (MACA) as are a number of other service providers. So with their support, it is hoped that SCS can continue to delivery this great community program.

VENUE HIRE

The SCS Community Development area oversees our various halls for hire – Griffith Neighbourhood Hall, Oaks Estate Community Hall and a range of rooms at the Narrabundah premises of SCS. This program has gone from strength to strength – largely with thanks to the attention to detail of Project Officer Kirsten Beaumont, who takes the bookings and interacts with the venue hirers.

SOUTHSIDE COMMUNITY BUS

The Southside Community Bus continues to deliver a wonderful service to the community, being available for operations for upwards of 25 hours each week thanks to our two dedicated drivers, John Forrest and John Keeley.

During the last year, the SCS Community Bus has conducted over 5,000 transports, mostly Monday to Friday but there have been some after-hours and weekend transports occurring – particularly ACT-GOLD tours.

In the past year, SCS has partnered with Woden Community Services to maximise use of the bus resources for both organisations and this partnership has proved to be successful. SCS continues to transport a Woden group that regularly has over 10 persons while WCS at the same time, has transported one of SCS smaller groups.

The Southside Community Service Community Bus Service continues to be promoted to the ACT community through a range of methods – predominantly word-of-mouth – and continues to deliver a successful service to our clients.

PROJECT COORDINATION

The Community Development area also coordinates a number of other projects / activities, being:

- The Gallery on Southside (SCS Community Art Gallery) where SCS hosts a number of wonderful Exhibitions each year (including the amazing NAIDOC Week Exhibition). The success of our Exhibitions is very much due to the input of Volunteers.

BUSINESS AND COMMUNITY DEVELOPMENT

Community Development starts from the principle that within any community there is a wealth of knowledge and experience which can be channelled into collective action to achieve the communities' desired goals.

In particular the Volunteer Gallery Coordinator, Maryanne Haslam. Together we are also working to advance a "Friends of the Gallery on Southside" (FoGS) Volunteer group with the aim of developing and implementing even more exciting Exhibitions in our Gallery.

- The SCS Community Development Paint and Play outdoor playgroup is held weekly during school terms at the Griffith Neighbourhood Hall. Throughout the year Coordinator Bianca Williams, has introduced a range of different activities for the children including a visit from an Action Bus; and a Kings Swim Centre visit. In the last few months of 2013, a number of OTD students studying the Certificate III in Children's Services, assisted Paint and Play by providing support to the program while gaining valuable experience for their studies.

- Our very successful Links to Learning program, now coordinated by Bianca, is a free literacy program for socially disadvantaged ACT residents who have low language and literacy / numeracy proficiencies. It provides one-on-one tuition, delivered by trained volunteer tutors as a basis to up-skill and improve participants' integration and contributions within their local communities.

- Our English Conversation Group grew out of the Links to Learning and is a basic framework for conversation while providing guidance and support to people learning to understand the English language. This group is attended by a number of CALD people and is supported by Volunteer Madeline Lehmann.

- Funding from the Office of Women has enabled us to deliver "Around the Melting Pot", a short-term project which encourages interaction and understanding between Indigenous, migrant, refugee and other women from the broader community through cooking together.

- The SCS Nordic Walking program continues to grow and now includes people of all ages. Nordic Walking uses poles to engage the whole body, working all the major muscles from head to toe, resulting in an effective, easy and fun exercise that is a fun, social and effective way to be active. The SCS Project Officer Bianca Williams, is the only International Nordic Walking Association accredited Nordic Walking trainer in the ACT.

- Monthly Inner South Canberra Community Development Network Breakfast gatherings initiated by SCS,

BUSINESS AND COMMUNITY DEVELOPMENT

regularly attract a number of different service providers each month and are one avenue helping us to research and develop programs aimed at addressing community needs. More than 50 organisations have been represented at the gatherings with a number of cross-referrals successfully achieved due to sharing of information by participants and guest speakers.

As well as these programs, the Community Development area has been working on a (draft) Reconciliation Action Plan (RAP) for SCS and a comprehensive Volunteer Framework. These projects are nearing completion and will help to guide the organisation in building relationships, respect and trust between our organisation and our First Peoples and in providing support and guidance to our Volunteers and the programs in which we are lucky to have their services.

Community Development starts from the principle that within any community there is a wealth of knowledge and experience which can be channelled into collective action to achieve the communities' desired goals. In working towards this principle, SCS is planning to develop a community needs and asset identification assessment (based on the Asset Based Community Development [ABCD] method) in the next year.

The SCS Community & Business Development Team has undergone changes in personnel as program activities changed this in 2013/14 and I would like

to thank my team past and present (all staff and Volunteers) for their enthusiasm, dedication to the community, energy and support. Without them and their input, we would not have achieved as much as we have towards empowering individuals and groups of people or in developing a sense of social inclusion and equity for many community members.

I would also like to express my thanks to the Executive Director Lida Lewis, the members of the Board, other SCS Program Managers and all staff for their support for all that the Community Development Team has been doing in the past year.

Lyn Diskon, Manager
Business & Community Development

OPTIMUM TRAINING & DEVELOPMENT

Over the 2013-2014 period, Optimum Training and Development continued to provide quality training and development to people across the ACT and in nearby centres in NSW.

TRAINEES

Optimum Training and Development trainees reflect the diversity of those employed in the Early Childhood Education and Care (ECEC) sector.

Cultural and linguistic diversity (CALD) is a defining characteristic of trainees enrolled with OTD. China and India are the largest two groups, followed by Pakistan, Bangladesh, Sri Lanka and the Philippines. Since 2012, we have recorded a total of 47 different nationalities among our trainees. OTD has enrolled 14 trainees who have identified themselves as Aboriginal or Torres Strait Islander people since 2012 whilst 18 trainees enrolled since 2012 have self-identified that they have a disability.

The diversity among our trainees illustrates the nature of the ECEC workplace, and hints at the challenges faced by trainees as they come to terms with new cultures, new work expectations, shifting roles within families, and all of the hurdles associated acquiring control over the Australian English workplace language.

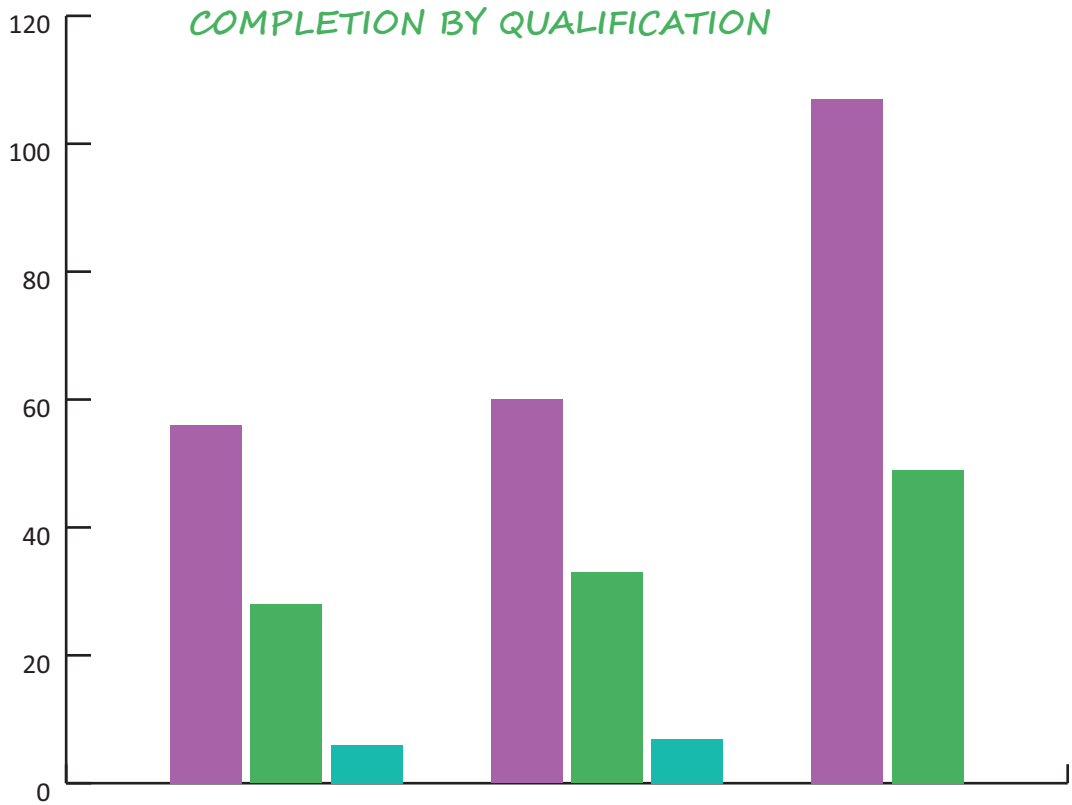
The opinions of trainees about their training experience are sought at the completion of training. There is a formal survey completed so that data may be collected to inform the annual Quality Indicators report which all Registered Training Organisations (RTO) have to complete and submit to regulatory authorities.

Optimum Training and Development (OTD) uses the Australian Quality Indicator Service (AQIS) which is provided by the Australian Council for Educational Research (ACER). We do this so that we can measure our performance against other RTOs.

SCALE	OPTIMUM TRAINING AND DEVELOPMENT	ALL RTOS
Trainer Quality	85	83
Effective Assessment	84	80
Clear Expectations	81	79
Learning Stimulation	79	78
Training Relevance	85	80
Competency Development	83	80
Training Resources	82	80
Effective Support	82	80
Active Learning	85	77

Australian Quality Indicator Service (AQIS) Benchmark report – Learner engagement

OPTIMUM TRAINING AND DEVELOPMENT



Student completion data for OTD in Certificate III and Diploma studies in Children's Services show a healthy completion rate for our trainees.

- Certificate III in Children's Services
- Diploma of Children's Services
- Advanced Diploma of Children's Service

Student completion rates are another indicator of the quality of training provided by RTOs. The National Council for Vocational Education and Research (NCVER) released figures in August 2014 citing a national completion rate of 35.8% for publicly funded vocational education across Australia. Optimum Training and development achieve over 80% completions for trainees.

Wholehearted thanks are extended to our trainers and administrative staff in achieving this outcome. The result is truly a team outcome and reflects the way our staff have come together over the year since July 2013. It is also important to note that OTD functions within the wider team of staff across Southside Community Services. We couldn't have achieved these excellent results without the interest, good humour and consistent support of our Executive Director, the HR team, and the Admin and payroll team.

OPTIMUM TRAINING AND DEVELOPMENT

TRAINING PROGRAM CHANGES

The Community Services & Health Industry Skills Council (CS&HISC) released new training programs for the Certificate III and Diploma in Early Childhood Education and Care mid-2013. The new program is a major break away from what had been used to date, with the CS&HISC declaring that there was no equivalence between the new and previous courses. This meant that training design, delivery, and assessment had to start from scratch.

The training staff of Optimum Training and Development (OTD) locked themselves away for most of January 2014, to write new training materials in line with the new programs. The design process included a major shift for OTD, moving from workbook-based evidence collection, to structured interviews and direct observation of trainees in the workplace. This new approach reflects a realistic, relevant, and rigorous training and assessment model.

The new courses then had to be registered with the Australian Skills Quality Authority (ASQA). We received immediate notification of suitability of the materials and training and assessment processes (submitted Friday, notified Monday), which is a testament to the quality of the trainers' diligence.

For continuing trainees, we have implemented a recognition of prior learning (RPL) model in order that existing skills and knowledge attained through the 2012 course may be accounted for in the new course. This is not without some discomfort for trainees, since the RPL process was new to them, and not what they were expecting to be doing as part of the Certificate III or Diploma program. It has also placed an increased workload on trainers as they sought to reassure and guide trainees (and some employers) through the process.

NEW FUNDING 2015

Governments around Australia are in the process of changing funding models for traineeships and apprenticeships.

The ACT Training and Tertiary Education directorate released a call for applications for the Skilled Capital program which replaces the current funding arrangements and rolls up into one program the support for disadvantaged groups and funded traineeships. There is a cap across the ACT of 240 funded places for the Certificate

III in Early Childhood Education and Care, and 100 funded places for the Diploma of Early Childhood Education and Care. Optimum Training and Development has submitted its application to be eligible to provide government funded training for both qualifications, in competition with any other registered training organisation with the same qualifications registered with ASQA. The outcome will be released at the end of October.

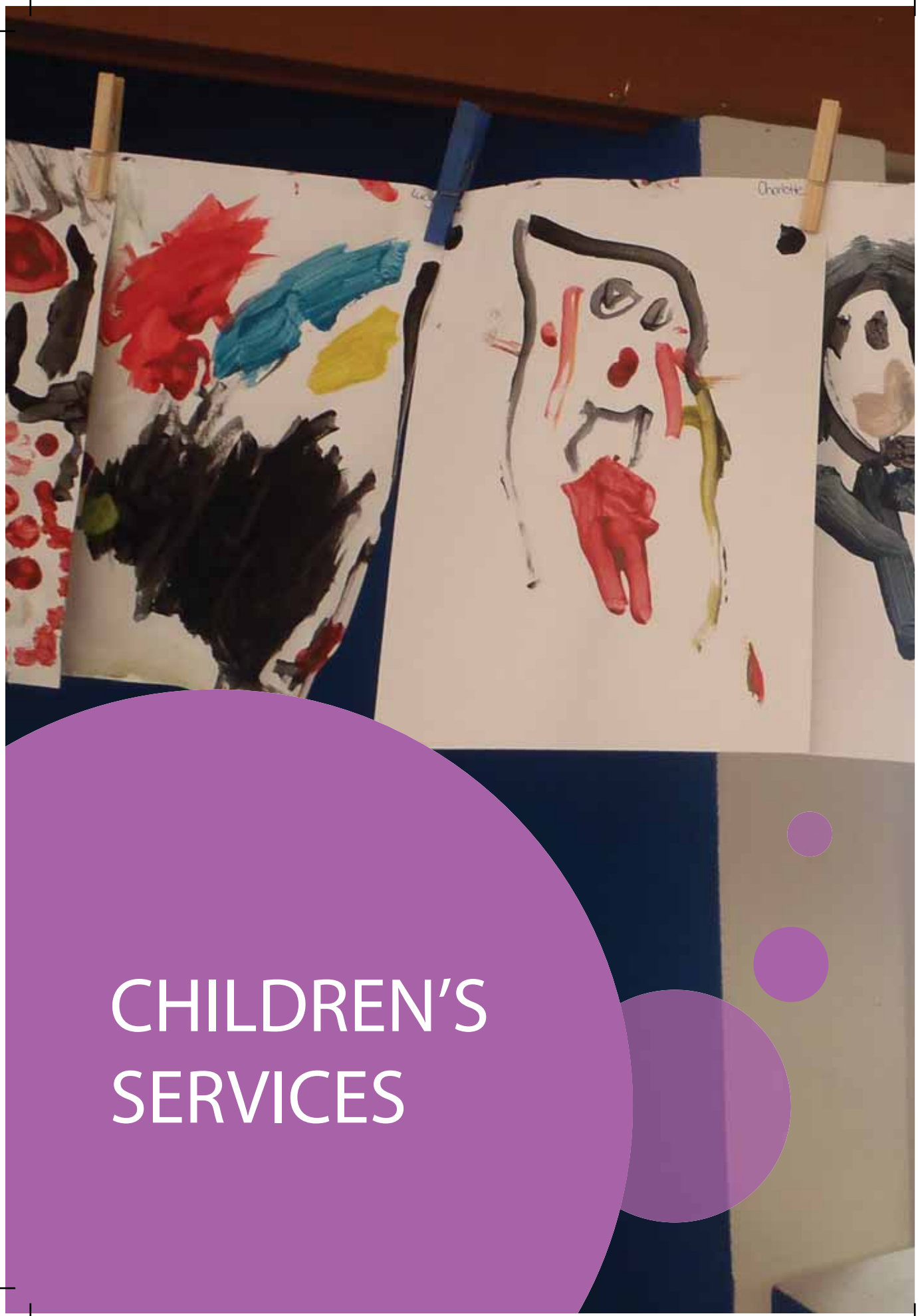
The NSW State Training Services has completed the application process for its Smart & Skilled funding program. Optimum Training and Development submitted an application, with trainees in Queanbeyan and Tarcutta, and we await the outcome of the application.

Both of these application processes reflect a shift in the requirements registered training organisations have to address in order to be eligible to deliver government-funded training. There is a general tightening of requirements, and a constriction of funds available.

THE FUTURE

The future for OTD remains uncertain until we receive advice about the application for eligibility under the Skilled Capital funding program in the ACT. Plans for the future include extending the scope of our registration to include Out of School Hours Care, programs in Aged and Disability Care, and in Leadership and mentoring. In the meantime, we continue to provide rigorous, relevant and realistic training across the ACT and nearby NSW.

Steve Marchant, Manager
Optimum Training & Development



CHILDREN'S SERVICES

It has been another positive year for the Education and Care Services operated by Southside Community Services Inc. (SCS)

This financial year has again seen expansion with the Department of Education approving renovations and extensions in 3 of SCS Education and Care services, Fyshwick, the Narrabundah Children's Cottage and Forrest Early Childhood services. These service facilities were established more than 20 years ago and SCS are very fortunate to receive the timely upgrades.

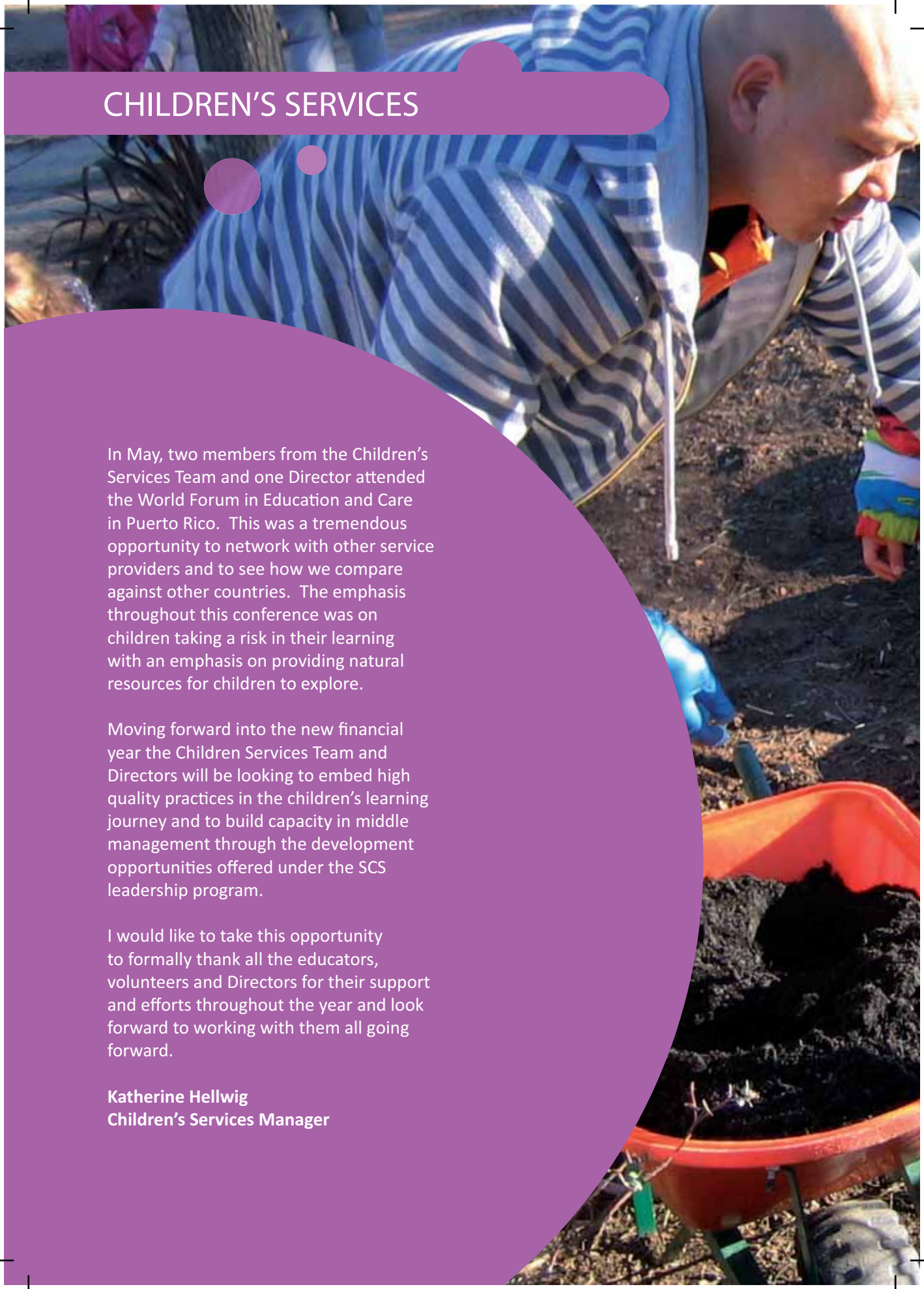
With the growth attributed to Birralee and Acacia last year the Children Services Team have expanded. A quality assurance role was introduced to look at practice and pedagogy approaches within the education and care services and reflect on how this could be improved. Mandy Watson, one of SCS Senior Directors commenced in a full time position supporting the Centre Directors in the operational management of the education and care services.

With this in mind the previous 12 months have delivered a range of achievements across the seven SCS education and care services. Through the quality assurance visits, self-assessment and client consultation processes, the organisation identified opportunities for growth in relation to critically reflective practices, the inclusion of environmentally responsible and sustainable practices, and the inclusion of Aboriginal and Torres Strait Islander perspectives within curriculums and service operations.
The development and review of Quality Improvement Plans has positioned SCS well in order to meet and exceed the National Quality Standard through a range of initiatives. These include the establishment of conversation circles, vegetable and sensory gardens, connections with local communities and strategies to acknowledge the traditional custodians of the land.
To further support the goals outlined in the Quality Improvement Plans, the Children's Services Team actively contributed to the SCS Reconciliation Action Plan and established a regular newsletter to promote quality early childhood practices.

The development of the Curriculum Policy was shaped by evidence based research and contemporary theory in relation to early childhood pedagogy. The Curriculum Policy has been well received by stakeholders.

Using the experience of SCS services partaking in the Assessment and Rating process, the Children Services Team have applied this shared knowledge to use as a benchmark of quality to develop focus goals across the seven services.

CHILDREN'S SERVICES



In May, two members from the Children's Services Team and one Director attended the World Forum in Education and Care in Puerto Rico. This was a tremendous opportunity to network with other service providers and to see how we compare against other countries. The emphasis throughout this conference was on children taking a risk in their learning with an emphasis on providing natural resources for children to explore.

Moving forward into the new financial year the Children Services Team and Directors will be looking to embed high quality practices in the children's learning journey and to build capacity in middle management through the development opportunities offered under the SCS leadership program.

I would like to take this opportunity to formally thank all the educators, volunteers and Directors for their support and efforts throughout the year and look forward to working with them all going forward.

Katherine Hellwig
Children's Services Manager

CHILDREN'S SERVICES

ACACIA CHILDREN'S EDUCATION AND CARE CENTRE

Acacia has been operating under the SCS umbrella since 2012. During this time the Director and the Acacia team has participated in the Assessment and Rating process with positive results and have established a strong business partnership with the Attorney Generals Department. Acacia is now focusing on the cultural competence of the educators, working with the local community and enhancing the outdoor environment through an action research project.

BIRRALEE EDUCATION AND CARE CENTRE

Birralee is the latest edition to SCS and has established itself well within the Barton community. Birralee has been cementing practices within the team and working on partnerships with the families.
Birralee has been embedding cultural awareness from an indigenous perspective with the children and educators. Duncan Smith spends time at Birralee introducing the children to dreamtime stories, songs and creates artwork representing the culture and meaning.

As reflected in Birralee's philosophy, children should have the opportunity to experience physical activity. One way in which Birralee advocates this for children

is providing a weekly movement program. MPower Minis provides a program focusing movement and development of balance, ball skills and hand eye coordination. This weekly program can be seen throughout the whole week with children recreating their newly acquired skills.

BINARA EARLY CHILDHOOD CENTRE

Binara continues to work closely with the Department of Industry with the contract extended until the end of 2015. Throughout the year Binara has celebrated a number of community events which have been linked with the services continuous improvement plan such as Chinese New year and Australia Day.

One of the highlights for the children is attending the local community markets each Thursday to purchase fruit and vegetables for their morning tea. The children enjoy this ritual of choosing the fruit and vegetables and paying the stall owner for their purchases.

Another popular weekly event is with the Toddler and Pre-school children learning Spanish. This new external program introduces a new language while sharing cultural aspects of the country. It has been clearly identified that the children are much more versed in learning a new language than the educators!

CHILDREN'S SERVICES

CURRAWONG CHILDCARE CENTRE

Currawong Childcare Centre liaises closely with the Department of Foreign Affairs and Trade (DFAT) and in May the contract was extended until 2017.

Currawong experienced a management change with Dianna Hughes returned to the role at the Centre Director.

One of Currawong goals has been the development of the curriculum with a focus on connecting with the local communities as referenced in National Quality Standards, enabling children to understand a wider perspective of belonging to a community. An example of this was the services involvement in the Blanket Drive for the Canberra Hospital. This initiative was introduced to the children and supported by the whole Currawong community.

FORREST EARLY CHILDHOOD CENTRE

In 2014 Forrest has seen major renovation work commence at Forrest with the addition of 4 new rooms, this will bring Forrest's availability of placements from 46 to 92 children per day. The renovation work is due to be completed in the early 2015. SCS is working closely with the Department of Education and Collins Caddaye Architects to ensure there is a smooth process for the whole Forrest community.

Forrest has had some wonderful learning opportunities throughout the year, a favorite of which was having the ACT No Waste Program speak with the children about recycling and the three R's Reuse, Recycle and Reduce. This provided a scaffold to further learning about sustainable practices and how the children could make a difference to the environment no matter how small it may be.

A wonderful resource to Forrest has been the interactive white board located in the pre-school room. This white board has provided opportunities to further investigate children learning and introduce another medium of technology for the children to experience.

FYSHWICK EARLY CHILDHOOD CENTRE

Fyshwick has been through a challenging year with major renovation work occurring at the Centre while the children were still in attendance. Many meetings were held to ensure the children's safety were paramount. The end result has been a wonderful renovated Centre with the addition of an older nursery room. The next step in the journey for the Fyshwick

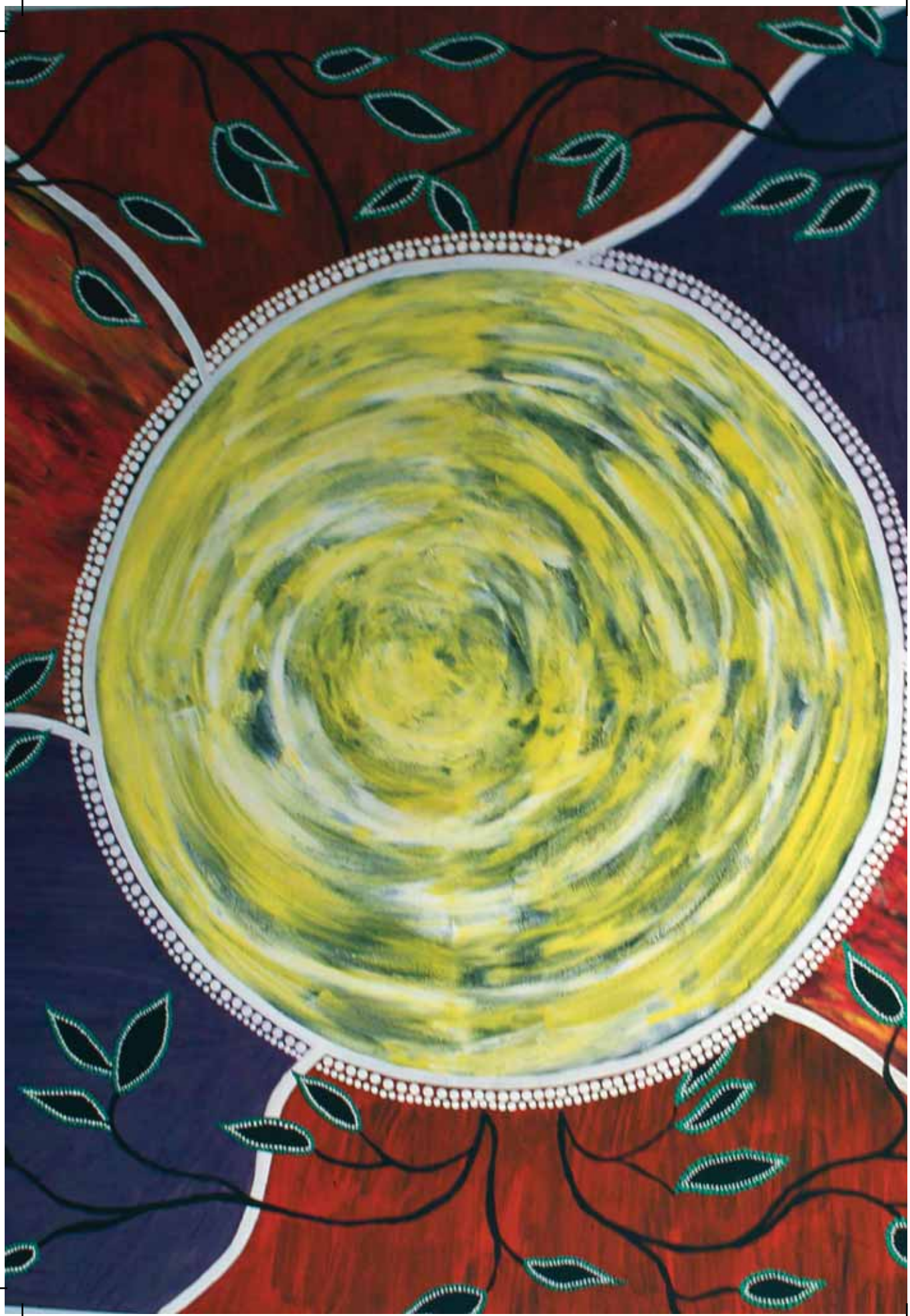
team is looking at enhancing the outdoor environment with a focus bringing in natural resources for the children to experience and explore.

NARRABUNDAH CHILDREN'S COTTAGE

The Cottage as it's known in the community has finished with the renovation process and has participated in the Assessment and Rating process in June with positive results. In Quality Area Assessment 6 – Collaborative Partnerships with Community and families', the Cottage was rated as 'Exceeding the National Quality Standard', demonstrating high quality practice.

The Cottage now has a clear understanding of their strengths as an education and care service and identified goal for improvements. During the last few months of the financial year the Cottage was making preparations for the senior campus commencing in July. The Cottage now has the ability to cater for 70 children per day between the junior and senior campus.

The Cottage is strengthening their involvement in community projects. The Cottage in conjunction with the Ginninderra Catchment Group is providing an educational program on the life cycle of extinct frogs. The children have been involved in hatching tadpoles to a frog and then they are released into the wild.



FINANCIAL REPORT

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FINANCIAL REPORT

SOUTHSIDE COMMUNITY SERVICES INC

COMMITTEE'S REPORT

Your committee members submit the financial report of the Southside Community Services Inc. for the financial year ended 30 June 2014.

Committee Members

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

Tony LoPilato (President) (Appointed 22 May 2012)

Kay Hewitt (Vice President) (Appointed 22 May 2012)

Ross Hocking (Treasurer) (Appointed 22 November 2012)

Maryanne Haslam (Secretary) (Appointed 28 November 2013)

Robby McGarvey (Appointed 22 May 2012)

Mark Roddam (Appointed 28 November 2013)

Nathan Ford (Appointed 28 November 2013)

Lida Lewis (Executive Director) (Appointed 23 September 2010)

Angie Tadd (Finance Manager) (Appointed 28 November 2011)

Katherine Hellwig (Staff Representative) (Appointed 23 September 2010)

Halina Krupinski (Staff Representative) (Appointed 22November 2012)

Phillippa Keating (Appointed 22 May 2012))(Resigned 28 November 2013)

Wifred Rath (Appointed 22 November 2012)(Resigned 18 September 2013)

Objectives

To embrace change and innovation to ensure our place and recognition as a quality community services provider while building and sustaining strong communities by empowering people and enriching lives through services and programs.

Strategy for achieving the objectives

- Provide innovative community, training and childcare services that are responsive, flexible and accessible to individuals and families.
- Attract, train and retain quality staff.
- Increase community awareness, participation and partnerships

Principal Activities

The principal activity of the association during the financial year was to encourage and coordinate a range of child, youth and family support services, children's services, training and community development and services of a benevolent nature.

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

Auditor's Independence Declaration

A copy of the auditor's independence declaration as required under the Associations Incorporations Act (1991) is set out on page 4.

This report is made and signed at Canberra in accordance with a resolution of Committee members:

On behalf of the Committee.

Tony LoPilato

Ross Hocking

Dated: 23/10/14

AUDITOR'S INDEPENDENCE DECLARATION
TO THE COMMITTEE MEMBERS OF SOUTHSIDE COMMUNITY SERVICES INC

We declare that, to the best of our knowledge and belief, during the year ended 30 June 2014 there has been:

- no contraventions of the auditor independence requirements in accordance with the applicable code of professional conduct in relation to the audit.

PKF Di Bartolo Diamond & Mihailaros

Ross Di Bartolo
Partner

Dated: 23 October 2014

FINANCIAL REPORT

SOUTHSIDE COMMUNITY SERVICES INC

STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2014

	Notes	2014 $	2013 $
Revenue	2(a)	**12,404,859**	10,125,500
Expenditure			
Salaries and wages		**8,514,371**	6,797,709
Superannuation contributions		**780,182**	600,472
Depreciation		**150,106**	90,302
Insurance		**274,993**	202,263
Other expenses	2(b)	**2,314,592**	2,081,377
		12,034,244	9,772,123
Profit for the year		**370,615**	353,377
Other comprehensive income			
Net gain on revaluation of financial assets		**-**	-
Other comprehensive income for the year		**-**	-
Other Comprehensive income for year		**-**	-
Total comprehensive income attributable to members of the entity		**370,615**	353,377

SOUTHSIDE COMMUNITY SERVICES INC

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2014

	Notes	2014 $	2013 $
CURRENT ASSETS			
Cash and cash equivalents	3	**1,225,293**	932,105
Trade and other receivables	4	**514,009**	412,314
Other current assets	5	**56,500**	75,215
Financial assets	6	**1,934,875**	1,870,079
TOTAL CURRENT ASSETS		**3,730,677**	3,289,713
NON-CURRENT ASSETS			
Property, plant and equipment	7	**408,354**	287,464
TOTAL NON-CURRENT ASSETS		**408,354**	287,464
TOTAL ASSETS		**4,139,031**	3,577,177
CURRENT LIABILITIES			
Trade and other payables	8	**513,357**	483,397
Provisions	9	**1,079,554**	820,928
Other	10	**517,093**	564,891
TOTAL CURRENT LIABILITIES		**2,110,004**	1,869,216
NON-CURRENT LIABILITIES			
Provisions	9	**7,503**	57,052
TOTAL NON-CURRENT LIABILITIES		**7,503**	57,052
TOTAL LIABILITIES		**2,117,507**	1,926,268
NET ASSETS		**2,021,524**	1,650,909
EQUITY			
General Reserves	11(a)	**307,493**	379,493
Asset Revaluation Reserve	11(b)	**79,670**	79,670
Retained surplus/(accumulated losses)		**1,634,361**	1,191,746
TOTAL EQUITY		**2,021,524**	1,650,909

FINANCIAL REPORT

SOUTHSIDE COMMUNITY SERVICES INC

STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2014

	Retained Earnings	General Reserves	Asset Revaluation Reserve	Total
	$	$	$	$
Balance at 1 July 2012	910,369	307,493	79,670	1,297,532
Net Surplus/(Loss) for the year	353,377	-	-	353,377
Transfers to and from reserves	(72,000)	72,000	-	-
Balance at 30 June 2013	**1,191,746**	**379,493**	**79,670**	**1,650,909**
Balance at 1 July 2013	1,191,746	379,493	79,670	1,650,909
Net Surplus/(Loss) for the year	370,615	-	-	370,615
Transfers to and from reserves	72,000	(72,000)	-	-
Balance at 30 June 2014	**1,634,361**	**307,493**	**79,670**	**2,021,524**

SOUTHSIDE COMMUNITY SERVICES INC

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2014

	Notes	2014 $	2013 $
CASH FLOW FROM OPERATING ACTIVITIES			
Receipts from customers and grant funds		**12,162,867**	10,179,796
Donations and fundraising received		**16,250**	12,210
Payments to suppliers and employees		**(11,626,386)**	(9,310,538)
Interest received		**76,249**	82,066
Net cash provided by/(used in) operating activities	15(b)	**628,980**	963,534
CASH FLOW FROM INVESTING ACTIVITIES			
Receipts /(Payments) for term deposits with bank		**(64,796)**	(569,630)
Proceeds from sale of property, plant and equipment		**-**	-
Payment for property, plant and equipment		**(270,996)**	(144,843)
Net cash provided by/(used in) investing activities		**(335,792)**	(714,473)
CASH FLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings		**-**	-
Net cash used in financing activities		**-**	-
Net increase in cash held		**293,188**	249,061
Cash at beginning of financial year		**932,105**	683,044
Cash at end of financial year	15(a)	**1,225,293**	932,105

FINANCIAL REPORT

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a general purpose financial report that has been prepared in accordance with Accounting Standards, Urgent Issues Group Consensus Views and other authoritative pronouncements of the Australian Accounting Standards Board and the requirements of the Associations Incorporations Act 1991 of the Australian Capital Territory.

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

The financial report has been prepared on an accruals basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The following is a summary of significant accounting policies adopted by the Association in the preparation of the financial report. The accounting policies have been consistently applied, unless otherwise stated.

a) Basis of Preparation

The operations and assets and liabilities of the previous Association (of the same name) were transferred to this entity at the beginning of the financial year.

b) Historical Cost Accounting

The financial statements have been prepared on the basis of historical costs and do not take into account changing money values nor current values of non current assets. The accounting policies have been consistently applied unless otherwise stated.

c) Income Tax

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

d) Property, Plant and Equipment

Initial Recognition

Each class of property plant and equipment initially recognised and recorded at cost. The cost includes the purchase price, the directly attributable costs of acquisition and the estimated cost of dismantling and removing the asset (where applicable).

Measurement of Plant & Equipment after Initial Recognition

Plant and equipment is measured at fair value. The fair value represents the amount for which an asset could be exchanged between knowledgeable willing parties in an arms length transaction. The Fair Value is measured using market prices when a market price is available for that asset or a similar asset, as this is the best evidence of an asset's fair value. Where a market price cannot be obtained for an asset and the asset is likely to be replaced then fair value is measured using the estimated depreciated replacement cost for that asset. Where the asset would not likely be replaced then fair value is measured at the asset's selling price less costs to sell.

Plant and Equipment is revalued every three years. However, if at any time Southside Community Services Inc. considers that the carrying amount of an asset may materially differ from its fair value, the asset may be revalued regardless of when the revaluation last took place

Depreciation

The depreciable amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset was 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.

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

Class of fixed asset	Depreciation rates/useful lives	Depreciation basis
Plant and equipment	20 - 50 %	Straight Line
Motor Vehicles	20 - 40 %	Straight Line

e) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the association commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted). Financial instruments are initially measured at fair value plus transactions costs except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

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

Amortised cost is calculated as:

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

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

The association does not designate any interests in subsidiaries, associates or joint venture entities as being subject to the requirements of accounting standards specifically applicable to financial instruments.

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

(ii) Financial liabilities
Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Impairment

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

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

Derecognition

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

f) 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 (Impairment loss) is recognised against any available Asset Revaluation Reserve. Where there is no available Asset Revaluation Reserve, any impairment loss is recognised as an expense in the income statement.

g) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits expected to be settled within one year together with benefits arising from wages and salaries, annual leave and sick leave which will be settled after one year, have been measured at the amounts expected to be paid when the liability is settled plus related on-costs.

Contributions are made by the association to an employee superannuation fund and are charged as expenses when incurred.

h) Cash

For the purposes of the Statement of Cash Flows, cash includes cash on hand, at banks and on deposit.

i) Revenue

Revenue from the rendering of a service is recognised upon the delivery of the service to the customers. Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets. Other revenue is recognised when the right to receive the revenue has been established. All revenue is stated net of the amount of goods and services tax (GST).

j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of expense. Receivables and payables in the Statement of Financial Position are shown inclusive of GST.

k) Government Grants

Income is recognised when the entity obtains control of the contribution or the right to receive the contribution and it is probable that the economic benefits comprising the contribution will flow to the entity and the amount of the contribution can be measured reliably.

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $
NOTE 2: ITEMS INCLUDED IN SURPLUS			
Surplus (loss) from ordinary activities has been determined after:			
(a) Revenue and Net Gains			
Fees		**9,763,673**	7,847,743
Grant and subsidy income		**2,317,167**	1,934,347
Interest income		**76,249**	82,066
Other income		**247,770**	261,344
Total income		**12,404,859**	10,125,500
(b) Other Expenses			
Cleaning and gardening		**294,692**	259,978
Client support expenses		**307,241**	199,934
Computer expenses		**66,870**	100,582
Consumables		**297,822**	286,928
Electricity, water and gas		**109,373**	112,204
Employee provisions & levies		**333,382**	355,572
Postage printing & stationary		**73,268**	76,616
Provision for doubtful debts		**47,773**	-
Repairs & Maintenance		**39,521**	90,298
Staff training and welfare		**79,738**	73,719
Telephone		**43,259**	68,846
Transition Costs		**42,235**	-
Other expenses		**579,418**	456,700
Total expenses		**2,314,592**	2,081,377
NOTE 3: CASH & CASH EQUIVALENTS			
Cash on hand		**3,630**	3,630
Cash at bank		**1,221,663**	928,475
Cash and cash equivalents		**1,225,293**	932,105
NOTE 4: TRADE AND OTHER RECEIVABLES			
CURRENT			
Trade debtors		**561,782**	412,314
Provision for doubtful debts		**(47,773)**	-
		514,009	412,314

Current trade receivables are childcare fees, course fees, and interest, and are generally receivable within 30 days. A provision for impairment is recognised against receivables where there is objective evidence that an individual trade receivable is impaired. The impairment for doubtful debts required at 30 June 2014 was $47,773 (2013: $0).

Credit risk

The association has no significant concentration of credit risk with respect to any single counterparty or group of counterparties. The main source of credit risk to the association is considered to relate to the class of assets described as Trade Debtors.

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $

NOTE 4: TRADE AND OTHER RECEIVABLES (Continued)

The following table details the association's Trade Debtors exposed to credit risk with ageing analysis and impairment provided for thereon. Amounts are considered as 'past due' when the debt has not been settled within the terms and conditions agreed between the association and the member or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining the likelihood of payment and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the association.

The balances of receivables that remain within initial terms (as detailed in the table) are considered to be of high credit quality.

	Gross amount	Past due and impaired	Past due but not impaired				Within initial trade terms
	$	$	Days (overdue)				$
			< 30	31–60	61–90	> 90	
2014			$	$	$	$	
Trade receivables	514,009	(47,773)	413,241	29,571	7,908	111,062	413,241
Total	514,009	(47,773)	413,241	29,571	7,908	111,062	413,241
2013							
Trade receivables	412,314	-	395,469	5,408	2,486	8,951	395,469
Total	412,314	-	395,469	5,408	2,486	8,951	395,469

NOTE 5: OTHER ASSETS

CURRENT			
Prepayments		**56,500**	75,215
Bonds on Deposit		**-**	-
Other current assets		**56,500**	75,215

NOTE 6: FINANCIAL ASSETS

CURRENT			
Financial assets (term deposits of more than 6 months maturity)		**1,934,875**	1,870,079

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $
NOTE 7: PROPERTY, PLANT AND EQUIPMENT			
PLANT AND EQUIPMENT			
(a) Plant and equipment			
At fair value		**968,659**	721,663
Less accumulated depreciation		**(560,305)**	(434,199)
Total property, plant and equipment		**408,354**	287,464
Movements in Carrying Amounts			
Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.			
Balance at the beginning of the year		**287,464**	232,922
Additions		**270,996**	144,843
Disposals		**-**	-
Depreciation		**(150,106)**	(90,301)
Carrying amount at end of year		**408,354**	287,464
NOTE 8: TRADE & OTHER PAYABLES			
Trade creditors and accruals		**369,089**	298,457
Sundry creditors		**144,268**	184,940
		513,357	483,397
NOTE 9: PROVISIONS			
CURRENT			
Employee benefits			
Provision for Annual Leave		**609,137**	547,400
Provision for long services leave & Provision for Relief staff		**415,054**	273,528
Total Current Employee benefits		**1,024,191**	820,928
Provision for Redundancy		**55,363**	-
		1,079,554	820,928
NON CURRENT			
Employee benefits			
Provision for long service leave		**7,503**	57,052
Aggregate employee benefits liability		**1,087,057**	877,980

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $
NOTE 10: OTHER LIABILITIES			
CURRENT			
Income in advance (childcare fees and bonds)		**350,879**	353,756
Grants received in advance		**166,214**	211,135
		517,093	564,891
NOTE 11: RESERVES			
Other reserves		**307,493**	379,493
(a) Other reserves			
Movements during the financial year:			
Opening balance		**379,493**	307,493
Transfers to/(from) reserves		**(72,000)**	72,000
Closing balance		**307,493**	379,493
Asset Revaluation Reserve		**79,670**	79,670
(b) Asset Revaluation Reserve			
Movements during the financial year:			
Opening balance		**79,670**	79,670
Transfers to/(from) Asset Revaluation Reserve		**-**	-
Closing balance		**79,670**	79,670

NOTE 12: RELATED PARTY TRANSACTIONS

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

Tony LoPilato (President) (Appointed 22 May 2012)

Kay Hewitt (Vice President) (Appointed 22 May 2012)

Ross Hocking (Treasurer) (Appointed 22 November 2012)

Maryanne Haslam (Secretary) (Appointed 28 November 2013)

Robby McGarvey (Appointed 22 May 2012)

Mark Roddam (Appointed 28 November 2013)

Nathan Ford (Appointed 28 November 2013)

Lida Lewis (Executive Director) (Appointed 23 September 2010)

Angie Tadd (Finance Manager) (Appointed 28 November 2011)

Katherine Hellwig (Staff Representative) (Appointed 23 September 2010)

Halina Krupinski (Staff Representative) (Appointed 22November 2012)

Phillippa Keating (Appointed 22 May 2012))(Resigned 28 November 2013)

Wifred Rath (Appointed 22 November 2012)(Resigned 18 September 2013)

	Note	2014 $	2013 $

NOTE 12: RELATED PARTY TRANSACTIONS (Continued)

Key Management Personnel

Key management personnel comprise directors and other key persons having authority and responsibility for planning, directing and controlling the activities of the organisation.

Key Management Personnel Compensation Summary

Short Term Employee Benefits	**576,458**	606,196
Long Term Employee Benefits	**-**	-
	576,458	606,196

NOTE 13: ECONOMIC DEPENDENCE

Economic dependency exists where the normal trading activities of a company depends upon a significant volume of business. Southside Community Services Inc. is dependent on grant funding from a number of government departments, in particular ACT Health, the Department Home and Community Care (HACC) and the ACT Department of Education & Training. Southside Community Services Inc. is also dependent on childcare revenues derived from the operation of its childcare centres.

NOTE 14: SEGMENT REPORTING

The Association operates in the Community Services Segment wholly within the ACT.

NOTE 15: CASH FLOW INFORMATION

(a) Reconciliation of cash

Cash at the end of the financial year as shown in the statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:

Cash on hand	**3,630**	3,630
Cash at bank	**1,221,663**	928,475
	1,225,293	932,105

(b) Reconciliation of cash flow from operations with surplus from ordinary activities after income tax

Surplus/(Deficit) from ordinary activities after income tax	**370,615**	353,377
Non-cash flows in surplus from ordinary activities		
Depreciation	**150,106**	90,301
Net (gain) / loss on disposal of property, plant and equipment	**-**	-
Changes in assets and liabilities:		
(Increase)/decrease in trade and other receivables	**(101,695)**	(170,096)
(Increase)/decrease in other assets	**18,715**	(23,638)
Increase/(decrease) in trade and other payables	**29,960**	152,310
Increase/(decrease) in other liabilities	**(47,798)**	314,629
Increase/(decrease) in provisions	**209,077**	246,651
Cash flows from operations	**628,980**	963,534

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

	Note	2014 $	2013 $

NOTE 16: FINANCIAL RISK MANAGEMENT

(i) Financial Risk Management Policies
The financial instruments of Southside Community Services Inc. consist mainly of cash on hand, deposits with banks, accounts receivable, and payables. Analysis of financial results and management of risk exposure is carried out by the Board / Committee in conjunction with the Finance Management staff of the organisation. Financial results and risk exposure are evaluated along with treasury management strategies in the context of the most recent economic results, forecasts & conditions.

The total of each category of financial instruments, measured in accordance with AASB139 as detailed in the accounting policies to these financial statements, are detailed overleaf

Financial Assets	Note		
Cash and cash equivalents	3	**1,225,293**	932,105
Trade and Other Receivables	4	**514,009**	412,314
Financial Assets	6	**1,934,875**	1,870,079
		3,674,177	3,214,498
Financial Liabilities			
Trade and other payables	8	**513,357**	483,397
		513,357	483,397

(ii) Interest rate risk

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at reporting date whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments.

(iii) Liquidity risk

Liquidity risk arises from the possibility that the association might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The association manages this risk through the following mechanisms:

- preparing forward looking cash flow analysis in relation to its operational, investing and financing activities;
- maintaining a reputable credit profile;
- managing credit risk related to financial assets;
- investing only in surplus cash with major financial institutions; and
- comparing the maturity profile of financial liabilities with the realisation profile of financial assets.

The tables below reflect an undiscounted contractual maturity analysis for financial liabilities.

NOTE 16: FINANCIAL INSTRUMENTS (CONTINUED)

Financial liability and financial asset maturity analysis

	Within 1 Year		1 to 5 Years		Over 5 Years		Total Cash Flow	
	2014	2013	2014	2013	2014	2013	2014	2013
	$	$	$	$	$	$	$	$
Financial liabilities due for payment								
Trade & other payables	**513,357**	483,397	-	-	-	-	**513,357**	483,397
Total expected outflows	**513,357**	483,397	-	-	-	-	**513,357**	483,397
Financial assets — cash flows realisable								
Cash and cash equivalents	**1,225,293**	932,105	-	-	-	-	**1,225,293**	932,105
Trade & Other Receivables	**514,009**	412,314	-	-	-	-	**514,009**	412,314
Financial Assets	**1,934,875**	1,870,079	-	-	-	-	**1,934,875**	1,870,079
Total anticipated inflows	**3,674,177**	3,214,498	-	-	-	-	**3,674,177**	3,214,498
Net (outflow)/inflow on financial instruments	**3,160,820**	2,731,101	-	-	-	-	**3,160,820**	2,731,101

(iv) Credit risk

Exposure to credit risk relating to financial assets arises from the potential non-performance by counter parties of contract obligations that could lead to a financial loss to the association.

Credit risk is managed through the maintenance of procedures (such procedures include the utilisation of systems for the approval, regular monitoring of exposures against such limits and monitoring of the financial stability of significant customers and counter parties), ensuring to the extent possible, that customers and counter parties to transactions are of sound credit worthiness. Such monitoring is used in assessing receivables for impairment.

Risk is also minimised through investing surplus funds in financial institutions that maintain a high credit rating, or in entities that the executive committee has otherwise cleared as being financially sound.

The maximum exposure to credit risk at balance date to recognised financial assets is the carrying amount as disclosed in the statement of financial position and notes to the financial statements. The association does not have any material credit risk exposure to any single debtor or group of debtors.

NOTE 17: COMMITMENTS AND CONTINGENCIES

The company had no commitments for expenditure or contingent liabilities as at 30 June 2014.

SOUTHSIDE COMMUNITY SERVICES INC

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2014

NOTE 18: ASSOCIATION DETAILS

The principal place of business of the association is:
Southside Community Services Inc
Boolimba Crescent
Narrabundah ACT 2604

	2014	2013
	$	$
NOTE 19: AUDITORS REMUNERATION		
Audit services	**23,000**	23,000
Other services	**-**	-
	23,000	23,000

NOTE 20: AFTER BALANCE DATE EVENTS

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the association, the results of those operations, or the state of affairs of the association in future financial years.

SOUTHSIDE COMMUNITY SERVICES INC

STATEMENT BY MEMBERS OF THE COMMITTEE

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Southside Community Services Inc. as at 30 June 2014 and its performance for the financial year ended on that date in accordance with the Australian Accounting Standards and other mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.

2. At the date of this statement, there are reasonable grounds to believe that Southside Community Services Inc will be able to pay its debts as and when they fall due.

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

Tony Lombardo

Ross Hocking

Dated: 23/10/14

FINANCIAL REPORT

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF SOUTHSIDE COMMUNITY SERVICES INC

Report on the Financial Report

We have audited the accompanying financial report of Southside Community Services Incorporated (the association), which comprises the balance sheet as at 30 June 2014 and the income statement, statement of recognised income and expenditure and cash flow statement for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The Committee of the association is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Incorporations Association (ACT) Act 1991*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

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

Matters Relating to the Electronic Presentation of the Audited Financial Report

This auditors report relates to the financial report of Southside Community Services Incorporated for the year ended 30 June 2014 included on the association's website. The association's committee members are responsible for the integrity of the association's website. We have not been engaged to report on the integrity of the association's website. The auditors report refers only to the statements named above. It does not provide an opinion on any other information, which may have been hyperlinked to/from these statements.

If users of this report are concerned with the inherent risks arising from electronic data communications, they are advised to refer to the hard copy of the audited financial report to confirm the information included in the audited financial report presented on this website.

INDEPENDENT AUDIT REPORT

TO THE MEMBERS OF SOUTHSIDE COMMUNITY SERVICES INC

Independence

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

Auditor's Opinion
In our opinion, the financial report of Southside Community Services Incorporated is in accordance with the *Incorporations Association (ACT) Act 1991*, including:

i. giving a true and fair view of the association's financial position as at 30 June 2014 and of the performance for the year ended on that date; and

ii. complying with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Incorporations Association (ACT) Act 1991*.

PKF Di Bartolo Diamond & Mihailaros

Ross Di Bartolo
Partner

Dated: 23 October 2014

FINANCIAL REPORT

SOUTHSIDE COMMUNITY SERVICES INC

DISCLAIMER TO THE MEMBERS OF SOUTHSIDE COMMUNITY SERVICES INC

The additional financial data is in accordance with the books and records of the association which have been subjected to the auditing procedures applied in our statutory audit of the association for the financial year ended 30 June 2014. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Southside Community Services Inc) in respect of such data, including any errors of omissions therein however caused.

PKF Di Bartolo Diamond & Mihailaros

Ross Di Bartolo

Partner

Dated: 23 October 2014

SOUTHSIDE COMMUNITY SERVICES INC

DETAILED INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2014

	2014 $	2013 $
INCOME		
Subsidies and grants	**2,317,167**	1,934,347
Fees received	**9,763,673**	7,847,743
Interest	**76,249**	82,066
Other income	**231,412**	249,083
Donations and fundraising	**16,250**	12,210
Membership subscriptions	**108**	51
TOTAL INCOME	**12,404,859**	10,125,500
LESS EXPENSES		
Advertising	**40,998**	43,986
Audit fees	**23,055**	23,000
Bank charges	**15,504**	10,094
Cleaning and gardening	**294,692**	259,978
Client support expenses	**307,241**	199,934
Computer & IT expenses	**66,870**	100,582
Consultants Fees	**5,204**	-
Consumables	**297,822**	286,928
Depreciation	**150,106**	90,302
Doubtful debts	**47,773**	-
Electricity, water & gas	**109,373**	112,204
Employee provisions	**278,020**	355,572
Fringe benefits	**10,675**	19,200
Hire of plant and equipment	**-**	591
Insurance	**274,992**	202,263
Legal costs	**38,130**	26,716
Motor vehicle expenses	**45,596**	46,100
Operating and program expenses	**226,663**	157,179
Postage, printing and stationery	**73,268**	76,616
Provision for redundancy	**55,363**	-
Rent	**5,556**	5,148
Repairs and maintenance	**82,755**	90,298
Salaries and wages	**8,514,371**	6,797,709
Security	**6,020**	5,427
Staff training and welfare	**79,738**	73,719
Subscriptions	**6,150**	11,153
Superannuation	**780,182**	600,472
Sundry expenses	**37,819**	42,554
Telephone	**43,259**	68,846
Training fees and allowances	**33,017**	33,912
Transition Costs	**42,235**	-
Travel expenses	**28,368**	19,669
Waste disposal	**13,429**	11,971
Web page support	**-**	-
TOTAL EXPENSES	**12,034,244**	9,772,123
OPERATING SURPLUS/(DEFICIT)	**370,615**	353,377

These financial statements should be read in conjunction with the attached Disclaimer.