

THE CANOPY

ANNUAL REPORTS



2013



VISION STATEMENT



VISION

Providing safe and welcoming environments for families, children and communities to grow.

AIM

The Canopy aims to provide welcoming services that support the whole family and community.

VALUES

- ◇ Provision of a welcoming service
- ◇ Function as a Centre of Excellence
- ◇ Provide comprehensive services
- ◇ Work in partnerships

Address: 107 Northlakes Drive, Cameron Park NSW 2285

Postal Address: PO Box 4185, Edgeworth NSW 2285

Phone: 02 4908 1140

Fax: 02 4908 1134

Email: info@thecanopy.org.au

ABN 46 054 593 885

TABLE OF CONTENTS

AGENDA.....	1
2012 AGM MINUTES.....	2
PRESIDENT’S REPORT.....	4
MANAGER’S REPORT.....	5
SENIOR CLINICAL PRACTITIONER REPORT.....	8
FAMILY TEAM STATISTICS.....	9
IFS/IFP TEAM REPORT.....	11
CHILD AND FAMILY TEAM REPORT.....	15
CAMERON PARK COMMUNITY CENTRE REPORT.....	18
COMMUNICATIONS AND SPECIAL PROJECTS REPORT..	23
LAKE MACQUARIE CHILD YOUTH AND FAMILY REPORT.....	26
LIST OF COMMITTEE MEMBERS AND STAFF.....	28
FINANCIAL REPORTS.....	29

AGENDA 2013

ANNUAL GENERAL MEETING

Cameron Park Community Centre,
107 Northlakes Drive, Cameron Park
29th October 2013 at 11am

- 1. Welcome**
- 2. Acknowledgement Of Country**
- 3. Attendance**
- 4. Apologies**
- 5. Minutes of 2011- 2012 Annual General Meeting**
- 6. Business Arising from Previous minutes**
- 7. Reports**
 - i. President's Report*
 - ii. Manager's Report*
 - iii. Team and Project Reports*
 - iv. Senior Clinical Practitioner*
 - v. Child and Family Team*
 - vi. Intensive Family Support / Preservation team*
 - vii. Cameron Park Community Centre*
 - viii. Communications and Special Projects*
 - ix. Lake Macquarie child Youth Family Alliance*
 - x. Auditor's Report*
- 8. Introduction of the Returning Officer**
- 9. Nominations and Election of the Committee**

President

Vice Chairperson

Secretary

Public Officer

Treasurer

Committee members

- 10. General Business** Appointment of Auditor
- 11. Close**

Please join us for light refreshments and to meet the staff.

MINUTES 2011-2012 AGM

MINUTES of the 2011-12 ANNUAL GENERAL MEETING

The Canopy Incorporated

VENUE: 107 Northlakes Drive, Cameron Park NSW 2285

DATE: 23rd October 2012 at 1pm

Meeting Commenced at 1.13pm

WELCOME was extended to all present by Susan Jenkins.

ACKNOWLEDGEMENT OF COUNTRY - Susan Jenkins acknowledged that the meeting was being held on Awabakal land and paid respects to past and present elders.

ATTENDANCE: Susan Jenkins, Ray Austin, Janelle Hope, Tamara Blakemore, Lee-Anne Holmes, Trudie Sainsbury, Kim Morante, Robbie King, Jacqui Bently-Borg, Alison Davison, Shane Reed, Jess Salvador, Ruth Burke, Cary Lea, Julie Sheehan, Anna Dowley, Nicola Hirschhorn, Rebecca Buckley, Angela Peck-Charlesworth, Lisa Standen, Carol Bell, Kirsty Porteous, Ann Robbins, Lyn Wickham, Veronique Moseley, Samaritans Representative, University of Newcastle Representative

Apologies: Meredith Daniel, Rosemary Heppell, Doreen Herron, Sue Jenkins, Marie Incze, Catherine Carter, Glen Crisp, Chris Hardwick, Gail Maffesoni, Debbie Thompson

1. MINUTES OF THE PREVIOUS MEETING

The minutes of the 2010-2011 Annual General Meeting were tabled.

Motion: That the minutes be approved as a true and correct record of the meeting.

Moved: Janelle Hope Seconded: Ray Austin

2. BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from the previous meeting.

3. REPORTS

The following reports were read and tabled by the following people:

- Chairpersons Report – Meredith Daniel (read by Susan Jenkins)
- Manager's Report – Lee-Anne Holmes
- Senior Clinical Practitioner, Child & Family Team and Intensive Family Support Reports – Ruth Burke
- Marketing and Special Projects Report – Ronnie Moseley
- Cameron Park Community Centre Report – Anna Dowley
- Auditors Report – Kirsty Porteous (Crosbie Warren Sinclair)

MINUTES 2011-2012 AGM

Motion: That the reports as tabled be accepted for approval.

Moved: Janelle Hope

Seconded: Ray Austin

THE RETURNING OFFICER: Shane Reed was introduced and took the Chair.

All positions were declared vacant and nominations for the incoming board were read.

As there were sufficient numbers to fill positions the nominees were declared as being duly elected.

The following people were nominated and accepted as board members:-

Chairperson: Meredith Daniel

Vice Chairperson: Susan Jenkins

Treasurer: Ray Austin

Secretary: Janelle Hope

Public Officer: Janelle Hope

Committee Members:

Rosemary Heppell,

Doreen Herron ,

Sue Jenkins,

Tamara Blakemore

Carina Coutts

The Returning Officer handed the meeting over to the incoming Vice Chairperson, Susan Jenkins.

GENERAL BUSINESS

Notice of Intention to make changes to the Constitution dated 1988.

A draft Constitution to be distributed to Board Members prior to the next Board Meeting scheduled for December 2012.

The meeting was declared closed at 1.35pm.

PRESIDENT'S REPORT

I have taken on the role of President of The Canopy for only a couple of years, but over that time have watched exciting growth and development which has included increases in funding, a move from one location to another and the increased responsibility of managing the Cameron Park Community Centre on behalf of Lake Macquarie Council. All of these have provided challenges which have been met with commitment and determination as well as opportunities which have been welcomed with creativity and innovation. I would like to commend Lee-Anne for the great leadership, strength and resilience she has demonstrated through another demanding year.

Our grass roots level services have never been more relevant in the current demanding climate of limited resources and increasing community need. Excellent results have come from the continued hard work and commitment of the staff and management of the organisation. Sound financial management along with quality service delivery has seen The Canopy become a leader in the community service sector.



Continued growth is expected into the future and will be necessary to compete in an environment where smaller organisations will struggle with major funders like the NSW Department of Family and Community Services and the Australian Government Department of Social Services

demonstrating a preference for dealing with larger more established organisations. In view of this trend and to support sustained improvement in practice, Lee-Anne has continued to develop appropriate partnerships with other services in the local network. This has resulted in a further strengthening of The Canopy's position as well as improving referral pathways and seamless service delivery for families coming into contact with the service.

It has been a pleasure to work with my fellow Board members who have demonstrated extensive knowledge, wisdom and commitment to the aims of the organisation. We have decided to take advantage of modern technology allowing me and others to attend meetings remotely.

This has proven extremely convenient for me and I thank others for their patience whilst we trialled and implemented this mode of operation. I will sadly not renominate for the position of President for the coming year. I hope, as a returning member of the Board I am able to support the new President in any way I can. My heartfelt thanks go to all the staff, management, volunteers and Board members for their enthusiasm, diligence and achievements. I am looking forward with anticipation to another productive and successful year.

A handwritten signature in black ink that reads "Meredith".

Meredith Daniel, President

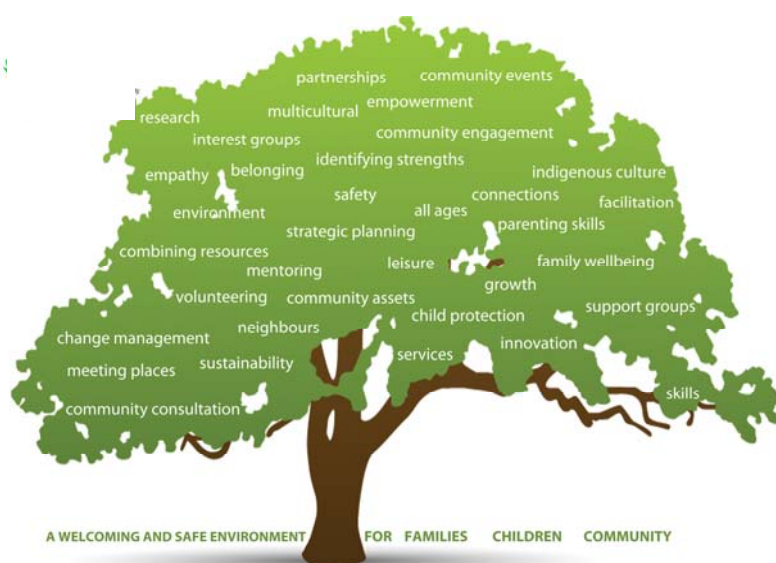
MANAGER'S REPORT

INTRODUCTION

At the commencement of the year we set out with a clear vision to strengthen our current services and to grow new partnerships and opportunities for the organisation. It is very satisfying to report that these goals have been achieved through the hard work and dedication of each and every staff member including paid staff, volunteers and the board of management. I would like to acknowledge their commitment and professionalism to achieving these goals as we continued to successfully negotiate substantial organisational change.

ORGANISATIONAL CHANGE

It is one thing for an organisation to set out to implement change, but research indicates that 70% of organisational change initiatives fail. The single most important factor that has contributed to The Canopy succeeding through this period is the clarity of vision shared by the Board of Management as well as the Management Team which was formed throughout the year from key senior project staff. I have worked with the board and the management team to ensure that the vision has been clearly and regularly communicated to all involved.



MANAGEMENT TEAM

I cannot speak highly enough of the work that the Management Team do on a day to day basis and I would like to thank Anna, Lisa, Ronnie and Ruth for the standards that they have set in modelling respectful relationships, flexibility, problem solving and a spirit of collaboration and leadership with staff as well as externally with clients, community members and other organisations.

The Management Team have ensured that there has been widespread acceptance of changes and that staff have been supported through and involved in creating and trialling new ways of doing things. As with all change there is a period of uncertainty and confusion until eventually there is acceptance of the need for the change. It generally just takes a small number of people to begin to challenge the status quo and encourage others to embrace new ways of doing things thereby creating the required momentum.

I would like to acknowledge the individuals who stepped out of their comfort zones and challenged the status quo. It is clear that their actions have directly contributed to their own personal and professional development as well as the transition of The Canopy to an organisation that is well regarded locally for a high standard of professional service delivery and respectful and meaningful collaboration with families, children and communities

MANAGER'S REPORT

ORGANISATIONAL PROCESSES

Throughout the year Lisa has applied her wealth of expertise and systematically reviewed previous ways of doing things and developed and implemented a myriad of systems and processes to improve administrative and financial efficiency, effectiveness and transparency. Lisa's approach has meant that our systems are no longer cumbersome but work for us. In the role of Centre Coordinator Anna knows every nook and cranny of the building and has dealt with every issue from garbage disposal, power outages, IT, marketing, community development, data collection, volunteer recruitment and training, cleaning with a calm and measured approach that has seen the centre grow from strength. The growth of The Canopy's community and family work roles have really come to life through the creative and innovative approaches that Ronnie has brought to the roles that she provides. Her skill in making our ideas into visual realities adds a dimension to The Canopy that is greatly valued.



FAMILY TEAMS

Of major significance to the Family Work

Teams this year has been the increased expectation by Family and Community Services to the number of families per year that we are contracted to work with. This issue is the subject of ongoing representation at regional and state levels. In the meantime the Family Work teams have demonstrated incredible flexibility, loyalty, creativity and hard work to ensure that the families that we work with receive the best possible support. Each and every member of the team has worked very hard under Ruth's thoughtful, respectful and incredibly competent leadership to ensure that we have not only met our targets but that this was achieved in parallel with the continuing development of expertise in practice skills.

I cannot adequately express the work that this has taken and the depth and quality of team work that has developed throughout the challenges. Thanks go to Angela, who successfully works between the IFS/IFP and Child and Family teams, Rebecca who as a Child and Family Worker has also worked in the Intensive Team, to Alison who has been a mainstay of the Child and Family team, to Marie who kept things going single handedly in the IFS/IFP Team while we recruited Alex, who came to us with a wealth of experience and stepped straight into the role and team and "hit the ground running" and hasn't stopped since.

MANAGER'S REPORT

COMMUNITY DEVELOPMENT

There has been a considerable growth in community development over the last year with several community groups established by The Canopy such as a multicultural group, walking group in conjunction with the Heart Foundation, free computer tuition program and a hugely successful Open Day. We now have a regular group of volunteers who assist with a variety of programs and reception under Anna's guidance.

PARTNERSHIPS AND COLLABORATION

It has been a great pleasure this year to work closely with other organisations such as CALM and the Family Action Centre to provide parenting programs. In addition I would like to mention organisations such as Samaritans, Job Quest, Eastlakes and Westlakes Women's and Children's Refuges, University of Newcastle School of Social Work, Sugar Valley Neighbourhood Centre, Maryland Activities Group and AXIS with whom we are developing and trialling ideas that are creating current and emerging opportunities.

We welcomed Nicola in the role Alliance Facilitator for the Lake Macquarie Child Youth and Family Practice Alliance. Nicola brought with her a wealth of experience, expertise passion, commitment and high energy and has successfully ensured that the Alliance is a group of local service providers who work together more collaboratively. With some exciting new projects in the development phase the long term benefits of the Alliance for Lake Macquarie services will be substantial.



SUMMARY

With a cohesive and supportive board of management clearly focussed on governance and strategic vision and a strong Management Team competently implementing operational plans the role of the Manager has changed from being concerned primarily with operational and process issues to a strong leadership focus. Going forward, I am excited by the prospect of the longer term vision for The Canopy by encouraging experimentation and innovative ideas to develop and create opportunities that will be realised through strong collaboration which will result in further growth that is in line with the vision to "provide safe and welcoming environments for families, children and communities to grow"

Lee-Anne Holmes

SENIOR CLINICAL PRACTITIONER REPORT

Signs of Safety
simplifying child protection complexity

This training is designed both as an introduction for practitioners new to the Signs of Safety, while simultaneously energising and expanding the experienced practitioner's mastery of the disciplines at the heart of the approach.

For more information about the Signs of Safety approach go to www.signsofsafety.net

Katrina Etherington works together with Andrew Turnell at Resolutions Consultancy in Western Australia as a clinician, trainer and consultant. Katrina draws on 10 years experience using the Signs of Safety as a child protection practitioner, supervisor and practice leader in the Western Australian Department for Child Protection's (DCP).

"This training will focus on building participants capacity to lead rigorous conversations built around safety organized questions that focus on building safety for children in even the most contested cases."

Katrina's experience with and enthusiasm for the approach was a key factor in influencing the DCP executive in Western Australia to begin the Signs of Safety statewide implementation in 2008. Katrina's extensive experience of using the Signs of Safety means her training is both compelling and always grounded in what works in practice.

As well as work in Western Australia Katrina is particularly focused on consulting and training with numerous English Local Authorities that are implementing the Signs of Safety. Katrina continues to grow in her journey with child protection and the Signs of Safety. This is well captured in a presentation she gave at the 2011 WA Signs of Safety Gathering, where she provided a critical reflection on the DCP implementation exploring what it means to 'do Signs of Safety' so that it is practiced with humanity and not undertaken as a technical exercise.

Available at: www.signsofsafety.net/katrina

BOOKINGS please fill out the attached registration form
Email to: lsas@thecanopy.org.au or
Fax to: 0249081134

Cost: \$700
\$600 if paid by 30th Sept 2012
includes lunch, morning tea and afternoon tea, entry fee

Resolutions
THE HOME OF SIGNS OF SAFETY

Canopy
THE CANOPY FOR CHILD PROTECTION

The past 12 months has been a very successful, productive and consolidating period for the family work team. In addition to producing high quality service provision for families, they have also successfully managed the transition of new staff into the team. There has been a greater focus on cross team collaboration between the Child and Family team and the Intensive Family Support and Family Preservation teams.

This is primarily around creative case work ideas and case discussions, facilitating parenting groups and streamlining service delivery.

The Signs of Safety framework continues to be incorporated in the everyday work with families and children, and has been a very empowering and safe process for many children to share their stories and input into the development of family case plan.

The team are now moving into an Appreciative Inquiry phase of Signs of Safety, and a primary focus will be on interviewing, filming and documenting feedback from families, colleagues and service providers; in relation to experiences for families and improved outcomes for children.

The Canopy is now recognised for its collaboration and successful partnerships with many organisations; such as Community Services, ADHC, Housing and other specialist services. The team are being utilised by other service providers as a wealth of knowledge on parenting issues, a referral base and to share thinking and ideas on a variety of theoretical frameworks and intervention ideas. Practice enhancement also continues to be a way for the team to share and develop best practice ideas.

The main challenge throughout the year has been the changes for target numbers through Partnerships and Planning for the IFS/P programs. This has created a significant increase in work load for the team and reduced brokerage availability for individual families. This increased pressure has also had a flow on effect for the entire FW team. However, the team have displayed great support and solidarity to work through these

challenges and continue to maintain a high quality of service to families, which has been very impressive and most professional.

I would like to individually thank the team for the ongoing commitment and dedication they all bring to their roles and the FW team. It is a pleasure to be part of such a cohesive and responsive team. I continue to be impressed at their ability to maintain the voice of children, even when dealing with families with such complex issues. I look forward to the exciting challenges ahead over the next 12 months.

Ruth Burke, Senior Clinical Practitioner



FAMILY TEAMS STATISTICS

PLAY TO LEARN YOUNG PARENTS SUPPORTED PLAYGROUP



A GROUP FOR YOUNG MUMS, YOUNG DADS OR YOUNG PARENTS TO BE

ARE YOU A PARENT IN YOUR TEENS OR TWENTIES ?

- Meet other young parents
- Share a morning tea together
- Make toys from everyday items
- Have fun playing with your child
- Be welcomed in a supportive environment

10.00am – 11.30am
Every Thursday School Terms
Starting 14th February 2013

For more information contact Angela on 4908 1140 or Heather 40149318 or email info@thecanopy.org.au

The Canopy at Cameron Park Community Centre 107 Northlakes Drive Cameron Park
www.thecanopy.org.au

Circle of Security PARENTING SERIES

Presented by: The Canopy

Sponsored by: The Canopy (Family Support Services)

Location: Cameron Park Community Centre Date: Sat's Workshop the 12th of February for 8 Weeks

Time: 10.00 – 12.30 Cost: FREE and FREE Children Provided

Who should attend: Any Parents or Care's wanting to strengthen parent - child relationship

How to register: Call Rebecca or Angela on 4908 1140

At times all parents feel lost or without a clue about what their child might need from us. Imagine what it might feel like if you were able to make sense of what your child was really asking from you. The Circle of Security parenting program is based on decades of research about how secure parent-child relationships can be supported and strengthened.

Learning Objectives of the Training:

- Understand your child's emotional world by learning to read the emotional needs
- Support your child's ability to successfully manage emotions
- Enhance the development of your child's self-esteem
- Improve your parent/child and foster for your child to be secure

Circle of Security INTERNATIONAL
An International Research-Based Program

123 MAGIC



Easy To Learn Parenting Solutions That Work
For Parents Of Children Ages 2 to 12

A program Created by Dr Thomas Phelan, Clinical Psychologist

123 Magic is an easy to learn three step program

Controlling Unwanted Behaviours
Encouraging Positive Behaviours
Strengthening Relationships

BOOKINGS ESSENTIAL

A three-session program for parents and carers

Cameron Park Community Centre
Tuesday 16th, 23rd & 30th July
6pm – 8pm

FREE

For bookings or information
Contact Angela on 4908 1140 or
info@thecanopy.org.au
or contact Nathan on 49421621 or
nathan@thecanopy.org.au

Creative Times
An initiative of The Canopy

The Canopy
Family-Children-Community

107 Northlakes Drive
Northlakes NSW 2156



CHILD AND FAMILY TEAM

Case Management – 25 families
information and Referral - 234

123 Magic – 34 families

Triple P – 12 families

Circle of Security – 21 families

Incredible Years – 8 families

Young Parent group – 12

INTENSIVE FAMILY SERVICES

14 Families received support throughout this period.

The Canopy
Family-Children-Community

UNDERSTANDING YOUR CHILD



Parenting Tips For Parents With Children Aged 2 to 12.

Learn how to ensure your child experiences:

- More positive times with parents
- Less anger,
- Better relationships
- Trust in those he loves
- Improved ability to solve problems
- Increased confidence
- Kindness to others

FREE
Book Now, Limited Spaces Available

Tuesdays 10.00am to 12:30pm
Starting 9th October

Cameron Park Community Centre, 107 Northlakes Drive, Cameron Park

For further information
contact Angela or Rebecca 49081140 or email info@thecanopy.org.au



Small changes, big differences.

FREE Triple P Seminar 0-12 Years
The Power Of Positive Parenting

Saturday 1st September 2012
9.30am – 3pm

The Power of Positive Parenting
Raising Confident Competent Children
Raising Resilient Children

CHILD CARE AVAILABLE

LUNCH PROVIDED

BOOKINGS AND INFORMATION:
The Canopy/Cameron Park Community Centre (107 Northlakes Drive, Cameron Park NSW 2156)
Phone: Please phone Joanna or Angela – The Canopy 4908 1140 to register
Morning Tea Provided for all sessions - Please book early to ensure a place

www.thecanopy.org.au

IFP/IFS TEAM REPORT

HOUSE of GOOD THINGS

- There have been positive changes to the staff which means that the team is functioning well together and providing more consistent case management. There is a very cohesive and supportive culture. All members of the team bring different skills and experience and this is being shared across staff and utilised to provide a higher quality of service to clients.
- Ruth's supervision style has been an asset to the team, supporting everyone's individual working styles and strengths. She has put a focus on practice enhancement which means that we are sharing our skills, experience and training in a formal way.
- The team bring passion & enthusiasm for family preservation which enables an environment to better cope with the stressors and challenges of the work.
- The flexibility and creativity that has been provided by the greater Family Work team has been a support to IFS/P team in providing quality interventions to families. They have been able to provide parenting programs in home as well as in a group setting, supported playgroups and case management to IFS/P families.
- Overall a strong partnership has been made with Community Services staff.
- Attending the Signs of Safety training has proven to be a very valuable asset to staff in case management to ensure that the voice of the child is heard.
- Having brokerage funds for families has been an extremely valuable asset in the provision of support to families. Over the past year we have been able to provide items such as head lice treatments, whitegoods, vacation care, outreach counselling and broker private medical and health appointments where community waiting lists are years long.
- There have been some really positive outcomes for families leaving the program. Parents have worked hard to make changes and have learnt skills to keep their children safe enabling them to keep their families together and not enter the out of home care system.
- The Family Work team often receive feedback from a variety of services outlining the ongoing professional service provided for families and positive outcomes for children.

IFP/IFS TEAM REPORT

HOUSE of WORRIES

- Ongoing challenges with transporting large families with service vehicles only suitable for 2 child care seats.
- Increase in work load due to partnerships & planning increasing target numbers. Concerns regarding the impact this may have on the quality of service provided to families.
- The process of upgrading the server meant that computers had not been working consistently over a month and there had been ongoing issues accessing the shared drives, completing reports and work related tasks.
- Initial concerns managing workload until team were at full staff capacity.
- Ongoing management regarding worker safety issues for some families homes.

IFP/IFS TEAM REPORT

HOUSE of HOPES and DREAMS

- Our team culture to continue to improve and flourish.
- The Family Work team will have continued access to brokerage funds to continue to provide a holistic case management service to clients and to fit with our service specifications.
- The Family Work team will have their own vehicle on site that could seat up to 8 family members, to be able to provide a better service to families while making best use of valuable worker time.
- The Family Work team will have future opportunities to participate in team building activities which have proven to be valuable in supporting team unity and cohesiveness, including attending training together as a team.
- The Family Work team will have a room solely allocated to their work with families at The Canopy to utilise for a variety of groups, individual client appointments and therapeutic work with families and children. This need has already proven to demonstrate positive outcomes for a number of IFP/S families attending the weekly Young Parents Supported Playgroup at The Canopy.
- Ongoing positive engagement and outcomes for families throughout the duration of the program.
- Communication with Community Services staff and other services will continue to improve and that we will continue to form partnerships that support our clients.

by Alex, Angela, Marie.

IFP/IFS TEAM CASE STUDY

FAMILY BACKGROUND

This family were referred by Community Services following a history of significant neglect, resulting in many ROSH reports. The family consist of a single mother with four children, ages 4, 10, 15, 17, living in a congested department of housing area. The mother and one child have a developmental delay and had previously received intensive support through ADHC and family support services, with no improvements in the family circumstances.

At point of referral, the family were living in squalor, with a large number of animals living in the home. There was a significant amount of animal excrement and garbage throughout the home, which was impacting on the safety and well-being of the children. The children were regularly sick and were un-bathed and wearing soiled clothing. There was a lack of suitable clothing for the children, including underwear and school uniforms. There were an insufficient number of beds and bedding and other furniture items. All family members had not been attending scheduled medical and dental appointments. These issues resulted in the 4 year old needing dental surgery to extract 9 teeth. The family were experiencing frequent bouts of head lice and the 17 year old was not attending school. Due to ongoing rental arrears and the physical state of the home, the family were facing eviction. Given these circumstances, Community Services assessed this family as possibly facing removal of all or some of the children, if this situation didn't change.

FAMILY ISSUES/NEEDS

The family required practical assistance with cleaning the home, developing a suitable cleaning roster and purchasing basic household items. This involved education around how to clean, when to clean and what cleaning products were required. Given the mothers developmental delay, this took a considerable amount of time, to support and assess the mother's ability to sustain. The mother was illiterate and needed support with completing any paperwork and negotiating with government agencies. Due to significant health issues the family were connected with appropriate medical services, however constant education and support was required to educate the mother on the importance of this.

Financial counselling was required to improve the financial situation and ensure the family had sufficient funds for food, clothing, housing and other requirements for the children. The family's nutrition was a concern and required support to learn healthy eating options, including appropriate portion sizes and food safety. The mother's husband had passed away 12 months prior to the referral. The family were socially isolated and had very limited social interactions outside the home. The family dynamics within the home were very strained and often resulted in violence, especially with the 17 year old as the perpetrator. The family were provided with grief counselling, and support to build healthy family relationships.

IFP/IFS TEAM

CASE STUDY

STAKEHOLDERS INVOLVED

The family, The Canopy, ADHC, FaCS, all schools involved with the children, Housing NSW, Eastlakes Family Support Service, DVA

CASE PLAN

Process in dot points: Referral, case meeting, case plan development, case transfer, case closure etc, as relevant

- Handover meeting with FaCS and The Canopy prior to meeting the family
- Meeting with the family, FaCS and The Canopy
- Case Plan developed with family
- Regular case plan meetings, between FaCS, ADHC and The Canopy
- Regular case plan meetings, with the family, FaCS, ADHC and The Canopy
- Monthly reports to Community Services outlining service involvement and family outcomes.
- Final closure meetings and reports, following 11 months of intervention.

SERVICES DELIVERED

The service delivered a total of 65 home visits over 48 weeks. In addition to this, the family were also transported to many appointments, medical included. Due to the developmental delay of the mother, a significant amount of advocacy support with other services and service providers was required. The provision of an in home Triple P parenting program was also provided, over 8 sessions.

OUTCOME

At completion of the 11 months intervention, this family have been assessed by The Canopy, Community Services and ADHC as having their goals achieved and a significant improvement in family functioning.

The family home has remained relatively clean and the rental arrears were resolved, resulting in Housing NSW providing the family with a new kitchen and painting the home. The children all have their own bedding, suitable clothing, are eating nutritious meals and the personal hygiene of all family members have improved considerably.

The family have followed through on making and keeping medical appointments. But more importantly, the mother is now cognisant of the importance of this.

The parenting strategies the mother learnt through Triple P have been implemented and have assisted in improving the family dynamics. Through Signs of Safety tools, the children are now able to identify what are safe relationships, a safe home and have learnt to express their feelings and concerns openly. The overall relationships within the family home improved considerably and the violence has ceased.

The family have also extended their social networks and the children talked about feeling proud to bring friends into their home.

CHILD AND FAMILY TEAM REPORT

WISHES

Expand on the clothing exchange and offer it to the wider community.

Increase Aboriginal families within the program through community development

WISHES

Develop and extend on partnerships and working collaborative with other services.

To have a area designated and permanently set up for parenting groups and clients visits.

THINGS THAT ARE GOING WELL.

The signs of safety training and the positive impact this has had on our work and the implementation of new signs of safety work formats.

A number of positive partnerships and collaborations with other services.

Canopy Connections ended and the Young Parents Group commenced with a partnership with Brighter Futures.

Increasing numbers of multicultural families within the services and being able to provide these families with information and resources in their own language. Fathers participation within the parenting group increasing consistently.

The Canopy and Cameron park Community centre participated in the Just Kidding Expo. This day was extremely productive the loads of information about our service communicated to the community.

The heart health week walk was a fantastic cause with a community focus.

THINGS THAT ARE GOING WELL

The child and family team supporting and working with the intensive teams clients when required.

We have had a number of successful and positive evaluation back after the parenting groups and case management.

We have developed a strong partnership with Sugar Valley Neighbourhood centre with referring .

A past client has moved forward after case management and started up her own community ADHD support group at The Canopy.

Positive Feedback through Evaluation from case Management and parenting groups.

The positive increase attendance in fathers attending case management.

WORRIES

Meeting the demand of request for parenting groups.

Funding for playgroup and parenting group resources.

Larger vehicle to transport clients with multiple children.

More staff being trained in parenting programs which gives the services the availability to offer more parenting groups to the community

The Open day for the services was a successful event.

CHILD AND FAMILY TEAM CASE STUDY

FAMILY BACKGROUND

Client A was a self-referral who was concerned about the behaviour of her 2 daughters after her separation from her husband. The 2 daughters were 5 and 3.

Client A had previously lived in Sydney with her husband, but on separation returned to Newcastle to be closer to her family and support networks. Her ex-husband moved to the Blue Mountains with his new partner. The arrangement was for the daughters to see their father once a fortnight, but this is often cancelled at the last minute by the father, due to unreliable transport and work issues.

Client A is not currently working, but is looking to get back into the workforce soon. She had a strong professional career in Sydney.

FAMILY ISSUES/NEEDS

Client A identified that she was having difficulties parenting after the separation. There have been significant sleeping issues with both children. The 5 year old won't sleep in her own bed, and 3 year old has been moved from a cot to a bed, and since then has wanted to sleep with Client A. Both children refuse to go to bed on time and have been having tantrums regarding the location and sleeping at all.

The 3 year old has also been having tantrums, as has the 5 year old. There is extensive sibling rivalry, including violence from both siblings. Children won't follow instructions from mum including getting ready of a morning.

The client was struggling to parent in a positive way and would also like to have more authority with the children so they are safe. Client struggles to parent with lack of sleep as well.

The children go to their fathers every second weekend, this can also be irregular and on occasions the father doesn't turn up to collect the children. Client A noticed that their behaviour is often worse when they return, and sometimes when he does not turn up this leads to tantrums as well.

STAKEHOLDERS INVOLVED

The family included mother (client A), 3 year old and 5 year old daughters. Father and extended family were included by mother who explained the different routines we were putting in place, so these could be implemented elsewhere as well.

CASE MANAGEMENT

The initial meeting with Client A to discuss issues in more detail occurred with The Canopy. A case plan developed with family with considerable input from Client A. Ongoing meetings with client were held, usually fortnightly, sometimes weekly. The plan was reviewed monthly, and a final case review occurred before case closure and evaluation.



CHILD AND FAMILY TEAM CASE STUDY

SERVICES DELIVERED

Home visits, review and establishment of household routines including bed times and bed routines.

3 houses - (Signs of Safety), completed with 5 year old. This established that the 5 year old had not clearly understood the separation and was still fixated on her parents being in the same house and bed together.

C & F Worker provided general parenting advice and ongoing support for parenting; including reward charts and programs within the home.

Discussion and provision of child development knowledge was also provided. This included protective behaviours for the children.

Discussion regarding 5 year old's lack of understanding regarding separation and advice provided to client regarding steps needed to address this.

Client engaged for 4 months,

OUTCOME

The client had established good sleep routines and children were both going to bed on time and in their own beds. Client was getting more sleep, thus more able to parent effectively

Sibling rivalry was less violent, although still occurring, at a normal level appropriate to child ages.

Routines were helping morning processes and the 5 year old had started demonstrating more understanding of the parental separation.

Upon closure, the 5 year old suddenly started extensive acting out behaviour, including running away down the street both day and night, violence and aggression towards mother and not behaving as well at school. Client case was closed and then reopened to deal with new behaviour development, including referrals and coordination with paediatricians and school counsellor.

CAMERON PARK COMMUNITY CENTRE REPORT

CENTRE USAGE

The centre was used by eleven permanent hirers over the 2012-13 Financial Year for an average of 45 hours each week. A table is attached with further details about usage of the centre by permanent hirers.

Within this time period there were 86 casual hirer bookings and the average casual usage per month rose from 26 hours in 2011-12 to 37 hours in 2012-13. The average amount spent by each hirer, not including the refundable bonds, also rose from \$177 in 2011-12 to \$244 in 2012-13.

Usage by the Indian community has continued to grow steadily with 13% of the bookings being by Indian community members, nearly double the rate of the previous year. Casual hirers of interest included Red Cross Evacuation Training, Eid Festival held by the Pakistani Association of Newcastle, Heartkids Christmas Party, International Men's Day Celebration and Juvenile Justice Conferences.

COMMUNITY DEVELOPMENT

There were a number of community development initiatives held over the year which have been successful not only in their own right but also in terms of linking local residents with other groups and services at the Centre. The Computer Course commenced in October of 2012 and grew to a total of five students who were each able to be provided individualised tuition according to their particular needs.

I acted as the coordinator of the Open Day which was held on the evening Tuesday 22nd January and was attended by 100 local residents and their children. The Open Day featured community stalls, a free Kids Disco, competitions and back to school items for families. Mayor Jodie Harrison made a special appearance and there were eight local organisations who attended including Cameron Park Rural Fire Brigade, who brought two demonstration fire trucks, and Wallsend-Maryland Rotary Club, who provided a barbeque. A number of local businesses made donations which contributed either to the back to school packs or acted as competition prizes.

It was identified that there is a substantial population of people with culturally and linguistically diverse backgrounds in the local area and in response to this a multicultural food and cooking group was launched in April. The group meets monthly and follows the format of featuring one culture's food each month

which is cooked by a community member or community group who have nominated themselves.

I have acted as the group facilitator and by the end of June the group had attracted twenty one attendees, not including children, representing nine different cultural groups. Featured cultural food included Pakistani and South Korean cuisine.

In collaboration with the Heart Foundation the walking group, the Cameron Park Pacers, was launched in March and has attracted eight walkers for the regular group. In addition to this the group was featured for Heart Week in May with a group of thirteen attending for this special event. Photos from the day were published in the Newcastle Herald to accompany an article about the benefits of walking for health.



CAMERON PARK COMMUNITY CENTRE REPORT

VOLUNTEERS

There were a total of twelve volunteers over the 2012-13 financial year with seven regular volunteers at the end of the year. The group are primarily acting in an administrative capacity with tasks including receptionist duties, receiving room booking enquiries, conducting hirer inductions, setting up rooms for hirers and maintaining hirer files. In addition to this Cary has been acting not just as our computer tutor but also as handyman and gardener.

Out of the five volunteers who ceased volunteering one did so for personal reasons, Paige received full time employment, Roxana is studying and both Dawn and Eunice have moved away from the area.

The current team provides five day coverage at the centre with most people volunteering on more than one day per week. At this point we do not have more capacity for reception volunteers and the advertisement with Hunter Volunteer Centre has been placed on hold.

A Christmas Party was held for the volunteers in December of 2012 to celebrate their contribution, thank them for it and give back to them.

MAINTENANCE

The degradation of the timber floors in Activity Rooms 1, 2 and 4 has not been amended by Lake Macquarie City Council and the condition continues to worsen. The flooring in Room 4 is particularly badly damaged with the boards in Room 1 rapidly degrading due to the increased usage of the room. We have continued to correspond with Council about the issue however have not yet received notification of when they will be fixed.

There have been repeated issues with the door closers breaking on the front and back doors however as these are external doors they have been fixed under Lake Macquarie City Council's lease requirements. There have also been repeated issues with the fencing outside Activity Rooms 1 and 4 with palings regularly being damaged or removed over the weekend. As this has occurred Cary has been

rescrewing the palings and replacing those that are damaged or missing.

Following hot weather in October 2011, which stressed the lawn, the condition of the public park at the front of the building has continued to decrease. A substantial portion of the lawn has died and a large area of dust has appeared in its place. Council have indicated that they are interested in relandscaping the area to rectify the issue.



CAMERON PARK COMMUNITY CENTRE REPORT

CHALLENGES

The increased usage of the centre has brought challenges in terms of dealing with an increase in waste, additional cleaning requirements and the need to be creative in managing the logistics of multiple hirers over a single weekend. The introductions of a waste levy and a bulk bin have solved the waste disposal problems that were previously occurring and cleaning was able to be addressed as required.

Several strategies were developed to deal with busy weekends where multiple rooms are being hired simultaneously and one room may have consecutive bookings by different hirers on the one day. A furniture access chart was developed so that hirers have clear information about where to find their requested resources and where to leave these at the finish of their hire. This is also followed by the volunteer setting up to ensure that the information matches the actual storage. In circumstances where the requested resources don't fit in the appropriate storage area Room 3 is used as a back-up storage area as it generally doesn't interfere with other hirers and is easily accessible.



HIGHLIGHTS

The growth of the volunteer team throughout the year has been very exciting. This growth has occurred not just in the number of volunteers at the centre but also in their confidence within their role and skill sets. The group has developed into a true team who support each other's work, share tasks and have a good rapport with each other. While the team will continue to grow and change over time the development of the current team will be a wonderful foundation upon which this can occur.

Anna Dowley Venue Co-ordinator



CAMERON PARK COMMUNITY CENTRE REPORT

Cameron Park Community Centre Usage Details 2012-13

Room 1

Northlakes Christian Church

Sundays 8am – 12pm. 56 sessions, average 50 attendees.

Little Kickers

Saturdays 8:15 – 11:30am. 34 sessions, 25 attendees. Hirer until March 9th.

Northlakes Christian Church Youth Group

Fridays 7 – 9pm during school term. 38 sessions, average 20 attendees.

Cameron Park Community OOSH

Monday – Friday each week. 6:30am – 9am and 3 – 6:30pm during school term, 6am – 6:30pm during school holidays. 351 sessions, average 83 attendees.

Casual Hirers

Various days and times. 32 sessions, various numbers of attendees.

Room 2

Bunn Patchwork

Mondays 9:30am – 12:30pm. 43 sessions, average 8 attendees.

Cameron Park Mixed Probus

Wednesdays monthly 9:30am – 12:30pm. 11 sessions, average 45 attendees.

Montgomery Homes

Wednesdays casually 5 – 8pm. 4 sessions, average 12 attendees.

Seventh Day Adventist Church

Various days and times casually. 6 sessions, various numbers of attendees.

ADHD Support Group

Wednesdays monthly 11am – 1pm as of June 2013. 1 session, 6 attendees.

Indian Dance Practice

Saturdays 10 – 11am as of June 2013. 2 sessions, 7 attendees.

Casual Hirers

Various days and times. 60 sessions, various numbers of attendees.

CAMERON PARK COMMUNITY CENTRE REPORT

Cameron Park Community Centre Usage Details 2012-13

Room 3

Cameron Park Community Association

Wednesdays monthly 6:30 – 7:30pm. 10 sessions, average 9 per meeting

Psychologist Appointments

Various days and times. 11 sessions, average 2 attendees per session.

Lifeline Counselling

Thursdays 9am – 4pm. 21 sessions, varying numbers of clients per week. Hirer until November 29th 2012.

Jobquest

Thursdays 9am – 12pm during school term as of May 2nd 2013. 9 sessions, 10 attendees.

Band Practice

Fridays casually 6:30 – 10:30pm as of May 10th 2013. 2 sessions, 4 attendees.

Goodstart Early Learning

Wednesdays twice per month 9:30am – 4:30pm. 16 sessions, 13-25 attendees.

Northlakes Christian Church

Sundays 10:30 – 11:30am. 39 sessions, average 8 attendees.

Casual Hirers

Various days and times. 5 sessions, various numbers of attendees.

Room 4

Cameron Park Christian Church

Sundays 9:30am – 11:15am. 52 sessions, average 12 attendees.

Mini Munchkins

Mondays 9:30 – 11:30am and Fridays 10am – 12pm during school term. 83 sessions, average 25 attendees.

Cameron Park Community OOSH

Mondays – Fridays 6:30am – 9am and 3 – 6:30pm during school term. 60 sessions, average 42 attendees. Moved from Room 4 into Room 1 August 20th 2012.

Casual Hirers

Various days and times. 9 sessions, various numbers of attendees.

COMMUNICATIONS AND SPECIAL PROJECTS REPORT

OVERALL VIEW

My position with the Canopy has been exceptionally varied over the last 12 months, with several changes in my role. From Communications Coordinator to Regional Coordinator of Kidsafe Hunter (as part of a Canopy partnership) to Special Projects /Student Supervisor there have been many challenges and more significantly, highlights.

SKILLS DEVELOPMENT

Family Research – How Do Practical Skills Assist Families To Get By and Get Ahead

A partnership with University of Newcastle. Aim is to contribute to an evidence base on which to inform our practice, and support funding for practice. Originated from The Canopy and UON staff discussions around life skills that families lack which may be required to improve parenting education, it involved The Canopy organising family oriented agencies to take part in a research project run by UON. Focus groups were held and surveys completed. We are still waiting on the results from the University prior to the next phase which involves interviewing families. In addition to Lake Macquarie, Hunter and Newcastle agencies and University of Newcastle staff, approximately 40 social work students were involved in a literature review and focus groups.



What Do Families Need?

Dr Tamara Blakemore and Dr Amanda Howard from Newcastle University's School of Humanities and Social Sciences will lead a group of 50 social work students in an innovative and timely research project conducted for the first time in the Hunter, Central Coast and Lake Macquarie regions.

An exciting opportunity for family services in the Hunter, Lake Macquarie and Central Coast regions

work together and be a part of innovative research contributing to **an evidence base** upon which to **inform practice** and support funding for practice.

Aim of research: To address the gap in research literature, through exploration and examination of practitioners' perspectives, on how practical life skills assist families to get by and get ahead.

The views, beliefs and experiences of practitioners actively engaged in the support of families in our community will be sought to strengthen understanding of:

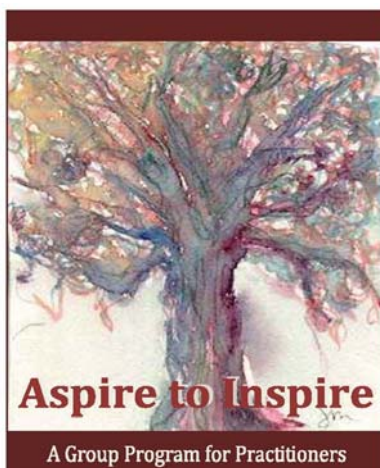
- What practical life skills practitioners believe families in their community need to get by and get ahead, why and how.
- What practical life skills practitioners believe families in their community have and/or lack, why and whether this differs amongst populations or between places.
- What aspects of their current practice help and/or hinder the development of practical life skills for the families they work with.

The time commitment to services is minimal, the benefits conceivably significant:

- All staff who work with families and their supervisor/manager asked to complete a questionnaire (10 minutes, delivered online).
- The agency provides a short (max 3 hour) "hour" of the service to a small group of social work students (8-5 max) on Friday October 12th. Time as convenient to the agency.
- Representative from the agency asked to come to a focus group discussion at Cammer Park Community Centre on 26th October. Time yet to be confirmed.

To participate, please email choices@thecanopy.org.au with your agency name and short description of main service, number of staff and contact phone number.

For further information please contact teresa@thecanopy.org.au or Tamara Blakemore@newcastle.edu.au



Aspire To Inspire - A Group Program For Family Practitioners

A Group Program for delivery to family practitioners comprising of 14 modules of Reflective and Creative Practice for Family Practitioners. The aim of the program is to motivate and encourage practitioners to be creative and reflective in their practice. A summarized version will be submitted to the AASW for accreditation as Continuing Professional Development.

Kidsafe

I held the role of Regional Coordinator Kidsafe Hunter for 4 months from end October 2012 to end Feb 2013. The partnership with Kidsafe Hunter had synergy with The Canopy's vision and potential for collaborative strategies for Newcastle Hunter region families, however unfortunately ceased due to Kidsafe Hunter Committee's resignation from NSW Kidsafe.



COMMUNICATIONS AND SPECIAL PROJECTS REPORT

Engaging Fathers—A Summary Resource For Family Workers

This resource was developed in consultation with the Family Action Centre and includes a printed manual and a powerpoint presentation for family workers

Just4Families

Just4Families is a program designed by Horizons Family Services . A train the trainer session was organised, with The Canopy family workers utilising the program and providing feedback to Horizons.

Free Family Portrait Day

A free family portrait day was a strategy to engage with local families in the Cameron Park community, giving families on low income an opportunity to have a family portrait at no cost, and to gather localized images for The Canopy's brochures and flyers.

Grant Submissions

We successfully gained funding of \$1500 towards a family event from Lake Macquarie Council.

COMMUNITY DEVELOPMENT

New Residents Kit *including service summary*

This kit was compiled in collaboration with a group of students from Glendale TAFE . A small survey of residents was carried out in conjunction with the kit, and additionally a brochure was compiled to list local services and businesses.

Research Report:

Intended and Unintended Consequences of Building Design – Cameron Park Community Centre

This report was researched and compiled by a Social Science student as her major work. It is a valuable document that provides the basis for further research opportunities into the future use of the Cameron Park Community Centre .

Presentations to University and TAFE students

Several presentations were made to classes of University of Newcastle and Glendale TAFE students about the services of The Canopy and Cameron Park Community Centre.

FREE FAMILY PORTRAIT DAY
AT CAMERON PARK COMMUNITY CENTRE
SATURDAY 22nd SEPTEMBER
11.30am to 2.30pm
107 Northlakes Drive, Cameron Park

This is a FREE community event brought to you by The Canopy

Bring the whole family to Cameron Park Community Centre between 11.30am and 2.30pm to have some fun family portraits taken absolutely free. You will be able to pick up the disc of photos a week later and either print them yourself or take them to a photo printing place of your choice. Bring your own lunch or grab a sausage sandwich for \$2 from our stall while you're there.

What's The Catch?
There is no catch. What we're hoping for is that some of the families will give us permission to use their photos in our promotional materials and website. We're a local service so we think it's important to use images that portray our local people. But if you're not comfortable with giving us permission, that's no problem - you're still entitled to your free photos.

JOIN US FOR THE FUN!
For bookings or further information
email: choices@thecanopy.org.au
Or phone 49081140

www.thecanopy.org.au

ENGAGING FATHERS
A Brief Guide For Family Workers

Men at their best help children flourish

"There's a tendency to focus on mothers, particularly in the early years. Yet research has shown that fathers are just as vital for children's development as mothers"

Canopy
Families Children Community

COMMUNICATIONS AND SPECIAL PROJECTS REPORT

COMMUNICATIONS AND MARKETING

Throughout the year many items of collateral have been created including:

- A Quarterly Newsletter
- Parenting and Community Program flyers,
- Conference and research call-outs,
- The Canopy Profile
- Powerpoint presentations including an overall organisational presentation, a Child and Family Team presentation and Engaging Fathers
- Other items such as Canopy Christmas cards, Reward Charts and Forms



Photographs have been taken at many of the programs and events to add to our growing “localised” stock images for use in collateral.

Our online presence continues with both websites and 2 facebook sites. We are looking at combining the two facebook sites to increase effectiveness, and to clarify The Canopy as the organisation that provides services to families, children and communities.

STUDENTS

Students have been an integral part of The Canopy as the organisation’s commitment to contributing to the learning of future family and community workers. Whilst the supervision and reporting component of hosting students can be time consuming, this is balanced by input from the students to projects, and the positive connections that The Canopy has with learning institutions.

- 1 UON Bachelor of Social Science on site research placement
- 3 individual UON Bachelor of Social Work on site placements
- Group of 8 Bachelor of Social Work students based at the university
- Group of 40 Bachelor of Social Work students based at the university
- 4 QUT Bachelor of Communications—online placements
- Group 5 Glendale TAFE Cert IV Community Services— on site and TAFE placement
- 1 Glendale TAFE Diploma Community Services—on site
- 1 Hamilton TAFE Cert IV Community Services— on site
- 1 Diploma Arts Therapy Phoenix Institute

Veronique Moseley Communications Co-ordinator

LAKE MACQUARIE CHILD, YOUTH AND FAMILY PRACTICE ALLIANCE REPORT

PROJECT COMMENCED OCTOBER 2013

OCTOBER/NOVEMBER

Initial consultations with around 20 Lake Macquarie child, youth and family services, plus additional electronic survey of around 40 services, identifying strengths of the sector and opportunities for increasing communication, coordination, collaboration and innovation.

DECEMBER

Inaugural Alliance meeting. A number of project areas endorsed at meeting, which were grouped broadly into the following areas:

- ⇒ Increasing communication exchange (including referrals) between Family Referral Service (FRS) and Lake Macquarie services
- ⇒ Establishing (existing All4one) website for LM CYF practitioners
- ⇒ Improving engagement with Aboriginal families and communities
- ⇒ Supporting Youth & Families transition to EIPP
- ⇒ Working with Principals to expand on their knowledge on local services for referral
- ⇒ Working with GPs to expand their knowledge of local services
- ⇒ Supporting co-located outreach arrangements in the Southlakes
- ⇒ Developing a One-stop access centre in Cardiff/Warners Bay
- ⇒ Improving parenting program coordination

JANUARY

Parenting Program Sub-committee met to identify any overlap or gaps, opportunities to collaborate and do things differently, and to conduct a 'stocktake' of who is doing what. A draft parenting programs calendar was developed in partnership with LMCC.

FEBRUARY

Discussions with Medicare Locals re communicating with GPs. Work began on establishing the All4one webpage for improving communication and information exchange.



MARCH

Discussions with FaCS KTS re 'Schools and Services Forums'. On-going work on possible access centre locations; FRS meetings; interagencies; and calendar development. Second full Alliance meeting – Family Referral Service key presenter. Group decision not to progress website development.

LAKE MACQUARIE CHILD, YOUTH AND FAMILY ALLIANCE REPORT

APRIL

Second Parenting Programs Coordination meeting. Meetings re Schools and Services forums. Commence submission of articles to Medicare Locals newsletter. Broker venue for 'access centre' at 'Food 'n Friendship' Warners Bay – Westlakes Women's and Children's refuge commences trial outreach.

MAY

Initial meeting of Youth & Family transition needs assessment sub-committee. Meeting of Parenting Group to develop Term 3 calendar. Meeting of Schools and Services Forums sub-committee for planning purposes.

JUNE

Further work with FRS Capacity Builder. Third full Alliance update.

In summary, outcomes for the October-June 2013 period included:

- ⇒ Establishing the role of the Alliance facilitator and building the Alliance
- ⇒ Improving communication and partnerships between Alliance members (for example, in co-facilitating and coordinating parenting groups)
- ⇒ Consulting and engaging members of the Alliance in relevant sub-committees, thereby facilitating sector capacity building (as opposed to 'unilaterally deciding and doing')
- ⇒ Developing relationships which support Alliance in the long term (for example, with Keep them Safe Project Officer, Lake Macquarie City Council community development officers and social planners, Networks of Practice, FRS)
- ⇒ Planning and organising specific projects (for example, two Schools and Services Forums in September 2013; Engaging Aboriginal Families and Communities training in November 2013)

Note: The Alliance Facilitator worked 3 days per week October to Christmas, then 2 days per week February to July.

Nicola Hirschhorn Alliance Facilitator



COMMITTEE MEMBERS AND STAFF

JULY 2012 TO JUNE 2013



COMMITTEE

Chairperson: Meredith Daniel

Vice Chairperson: Susan Jenkins

Treasurer: Ray Austin

Secretary: Janelle Hope

Public Officer: Janelle Hope

Committee Members:

Rosemary Heppell,

Doreen Herron ,

Sue Jenkins,

Tamara Blakemore

Carina Coutts

STAFF

Manager: Lee-Anne Holmes

Office Manager: Lisa Standen

Senior Clinical Practitioner: Ruth Burke

Venue Coordinator: Anna Dowley

Communications Coordinator: Veronique Moseley

Alliance Facilitator: Nicola Hirschhorn

Family Workers

Marie Incze

Rebecca Buckley

Angela Peck-Charlesworth

Alex Sullivan

Alison Davison

Julie Sheehan (left Dec 2012)

Joanna Schumacher (left July 2012)

Administrative Assistant : Ann Robbins (left March 2013)

FINANCIAL REPORTS



FINANCIAL REPORTS FOR THE YEAR ENDING JUNE 2013

THE CANOPY INC.
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

CONTENTS

Committees Report	1
Auditor's Independence Declaration	2
Auditor's Report	3-4
Committees Declaration	5
Consolidated Income Statement	6-7
Consolidate Balance Sheet	8-9
Notes to and forming part of the financial statements	10-11
Project Income Statements -	
Child & Family Services	12
Intensive Family Program	13
Intensive Family Support	14
Cameron Park Community Centre	15
HAAS	16
Signs of Safety	16
91 The Boulevardde Toronto	17
Management Account	17
Skills Development	17
Domestic Violence	18
Toronto Diggers	19
Cancer Council	19

THE CANOPY INC.COMMITTEES REPORT

Your committee members submit the financial report of The Canopy Inc. (Non-Reporting) for the year ended 30 June 2013.

COMMITTEE MEMBERS

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

Meredith Daniels
Susan Jenkins
Janelle Hope
Ray Austin
Doreen Herron
Sue Jenkins
Rosemary Heppell

PRINCIPAL ACTIVITIES

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

To provide counselling and support to families with dependent children.

SIGNIFICANT CHANGES

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

OPERATING RESULT

The net surplus for the Association amounted to \$84,421 compared to a surplus of \$6,840 last year.

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

- Committee Member

- Committee Member

Dated this day of

CROSBIE WARREN SINCLAIR

ACCOUNTANTS & BUSINESS ADVISERS

**AUDITOR'S INDEPENDENCE DECLARATION
UNDER SECTION 307C OF THE CORPORATIONS ACT 2001
TO THE COMMITTEE MEMBERS OF THE CANOPY INC. THE CANOPY INC.**

I declare that to the best of my knowledge and belief, during the year ended 30 June 2013 there have been:

- i no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- ii no contraventions of any applicable code of professional conduct in relation to the audit.

K. PORTEOUS
Partner

(Auditors Reg. No 276970)

CROSBIE WARREN SINCLAIR PARTNERS,
Certified Practising Accountants.

Dated at Warabrook,

Newcastle Office

Cnr Pacific Hwy & Warabrook Blvd
Warabrook NSW 2304
Box 29 Hunter Region MC NSW 2310
Ph (02) 4923 4000 • Fax (02) 4923 4040
www.cws.biz

Gold Coast Office

Level 2, 7 Short Street Southport QLD 4215
PO Box 2147 Southport QLD 4215
Ph (07) 5591 4444 • Fax (07) 5531 1000
www.cws.biz

Sydney Office

Level 1, Suite 107 Edgecliff Centre
203 New South Head Rd Edgecliff NSW 2027
Ph (02) 9301 5200 • Fax (02) 9363 0335
www.cws.biz

CROSBIE WARREN SINCLAIR

ACCOUNTANTS & BUSINESS ADVISERS

THE CANOPY INC.

INDEPENDENT AUDIT REPORT TO MEMBERS

SCOPE

We have audited the financial report, being a special purpose financial report, of THE CANOPY INC. (Non-Reporting) comprising the Income Statement, Balance Sheet, accompanying notes to the financial statements and Committees Declaration for the year ended 30 June 2013 as set out on pages 5 to 19. The Committee of the association is responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are consistent with the financial reporting requirements of the Associations Incorporations Act NSW and are appropriate to meet the needs of the members and Funding Bodies to which they must report to. The Committee's responsibilities also include establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that it 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. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. 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 of 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 judgement including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments the auditor considers internal control relevant to the 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 involves evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for the distribution to members for the purpose of fulfilling the requirements of the Associations Incorporation Act NSW and also to Funding Bodies to which they must report. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

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

Newcastle Office

Cnr Pacific Hwy & Warabrook Blvd
Warabrook NSW 2304
Box 29 Hunter Region MC NSW 2310
Ph (02) 4923 4000 • Fax (02) 4923 4040
www.cws.biz

Gold Coast Office

Level 2, 7 Short Street Southport QLD 4215
PO Box 2147 Southport QLD 4215
Ph (07) 5591 4444 • Fax (07) 5531 1000
www.cws.biz

Sydney Office

Level 1, Suite 107 Edgecliff Centre
203 New South Head Rd Edgecliff NSW 2027
Ph (02) 9301 5200 • Fax (02) 9363 0335
www.cws.biz

CROSBIE WARREN SINCLAIR

ACCOUNTANTS & BUSINESS ADVISERS

THE CANOPY INC.INDEPENDENT AUDIT REPORT TO MEMBERS (CONT.)*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 THE CANOPY INC. (Non-Reporting) presents fairly in all material respects the financial position of THE CANOPY INC. as of 30 June 2013 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

K. PORTEOUS
Partner

(Auditor Reg. No. 276970)

CROSBIE WARREN SINCLAIR PARTNERS,
Certified Practising Accountants.

Dated at Warabrook,

29 October 2013

Newcastle Office

Cnr Pacific Hwy & Warabrook Blvd
Warabrook NSW 2304
Box 29 Hunter Region MC NSW 2310
Ph (02) 4923 4000 • Fax (02) 4923 4040
www.cws.biz

Gold Coast Office

Level 2, 7 Short Street Southport QLD 4215
PO Box 2147 Southport QLD 4215
Ph (07) 5591 4444 • Fax (07) 5531 1000
www.cws.biz

Sydney Office

Level 1, Suite 107 Edgecliff Centre
203 New South Head Rd Edgecliff NSW 2027
Ph (02) 9301 5200 • Fax (02) 9363 0335
www.cws.biz

COMMITTEES DECLARATION

The Committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee the financial report as set out on pages 6 to 19:

1. Presents a true and fair view of the financial position of THE CANOPY INC. (Non-Reporting) as at 2013 and its performance for the year ended on that date.
2. Funds have been expended in accordance with Funding Agreements and for the purpose in which they were granted.
3. At the date of this statement, there are reasonable grounds to believe that THE CANOPY INC. (Non-Reporting) 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:

- Committee Member

- Committee Member

Dated this day of

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	JUNE 2012
<u>INCOME</u>		
Grants Received - Dept. Family & Community Services	671,728	826,643
Donations	88,349	13,793
Administration Charges	32,012	27,546
Gain on sale of fixed assets	-	2,751
Service Fees	-	9,091
Interest	9,992	16,911
Rebates - Other	27,400	-
Sundry Income	490	2,266
Rental Income	99,716	58,690
Registration Fees	24,818	-
	<hr/>	<hr/>
	954,505	957,691
<u>EXPENSES</u>		
Advertising & Promotion	2,749	7,104
Administration Expenses	-	15,000
Assets	22,206	46,787
Audit Fees	12,206	14,550
Cleaning	15,920	10,033
Centre Resources	-	459
Catering expenses	4,851	-
Computer Expenses	8,094	10,116
Brokerage - clients	24,751	-
Bank charges	67	19
Depreciation	17,721	16,694
DV Expenses	3,343	7,444
Electricity & Gas	17,081	15,406
Group Expenses	8,571	579
Information Resources	324	7,683
Insurance	6,625	5,964
Insurance - Workers Comp.	15,019	13,819
Launch Expenses	-	6,103
Lease Finance Charges	291	-
Legal Fees	159	812
Loss on Disposal of Assets	-	2,907
Management Fees	29,915	12,547
Motor Vehicle Expenses	5,552	2,938
Postage & Stationery	10,842	10,913
Program Expenses	3,563	6,575
Provision for Leave	2,072	7,170
Prov'n for Project Completion (Transitional Funding)	-	153,988
Recruitment Expenses	-	3,056
Repairs & Maintenance	5,242	5,359
Rent	46,541	21,870
Rates	1,885	-
Security	921	1,122
Sundry Expenses	58	3,151
Staff Amenities	1,867	2,192
Subscriptions	2,682	1,044
Superannuation	44,306	36,448
Staff Training	18,532	48,229
Telephone	16,313	12,446

TO BE READ IN CONJUNCTION WITH ATTACHED NOTES TO ACCOUNTS

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	JUNE 2012
Travel & Accomodation	3,722	8,297
Wages	513,490	429,434
Wage Processing Expenses	2,603	2,594
	<u>870,084</u>	<u>950,852</u>
TOTAL SURPLUS/(DEFICIT)	<u>\$ 84,421</u>	<u>\$ 6,839</u>

BALANCE SHEET AS AT 30 JUNE 2013

	NOTE	JUNE 2012
<u>CURRENT ASSETS</u>		
<u>Cash</u>		
Greater Working Account	182,282	212,423
Cheque Account	13,961	13,939
Staff Provision Bank Account	57,548	56,605
StaySafe Program Account	12	12
Petty Cash	300	100
	<u>254,103</u>	<u>283,079</u>
<u>Receivables</u>		
Debtors Trade	9,197	2,153
<u>Other</u>		
Prepayments	7,836	9,705
TOTAL CURRENT ASSETS	<u>271,136</u>	<u>294,937</u>
<u>NON-CURRENT ASSETS</u>		
<u>Property, Plant and Equipment</u>		
Motor Vehicles - at Cost	62,102	39,508
Less Accumulated Depreciation	10,918	2,966
	<u>51,184</u>	<u>36,542</u>
Office Equipment - at Cost	57,443	50,778
Less Accumulated Depreciation	37,482	27,713
	<u>19,961</u>	<u>23,065</u>
TOTAL NON-CURRENT ASSETS	<u>71,145</u>	<u>59,607</u>
TOTAL ASSETS	<u>342,281</u>	<u>354,544</u>

BALANCE SHEET AS AT 30 JUNE 2013

	NOTE	JUNE 2012
<u>CURRENT LIABILITIES</u>		
<u>Creditors & Borrowings</u>		
Creditors Trade	1,027	15,050
Holding Bonds	2,100	900
Accrued Expenses	8,939	10,438
Staff club funds	-	130
	<u>12,066</u>	<u>26,518</u>
<u>Provisions</u>		
Provision for Annual Leave	28,053	25,520
Provision for Sick Leave	11,758	13,123
	<u>39,811</u>	<u>38,643</u>
<u>Other</u>		
GST on supplies	5,588	842
Prov'n for Replacement of Capital Items & Other Expenses	10,246	10,246
Prov'n for Project Completion (Transitional Funding)	68,981	168,988
Income in Advance	3,232	1,426
Unexpended Funds	-	6,943
	<u>88,047</u>	<u>188,445</u>
TOTAL CURRENT LIABILITIES	<u>139,924</u>	<u>253,606</u>
<u>NON-CURRENT LIABILITIES</u>		
<u>Provisions</u>		
Provision for Long Service Leave	<u>2,157</u>	<u>812</u>
TOTAL LIABILITIES	<u>142,081</u>	<u>254,418</u>
NET ASSETS	<u>\$ 200,200</u>	<u>\$ 100,126</u>
<u>MEMBERS' FUNDS</u>		
Accumulated Funds	<u>\$ 200,200</u>	<u>\$ 107,068</u>

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

NOTE 1 - Statement of Accounting Policies

The financial report is a special purpose financial report and has been prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act NSW and the Funding Agreement. The Committee has determined that the association is not a reporting entity and therefore there is no requirement to apply all Australian Accounting Standards and other mandatory reporting requirements in the preparation and presentation of this financial report.

The financial report has been prepared in accordance with the requirement of the Associations Incorporation Act NSW and the following Australian Accounting Standards:-

AASB 1031 - Materiality

AASB 110 - Events After Balance Date

AASB 124 - Related Parties

No other applicable Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

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

The following material accounting policies, which are consistent with the prior year unless otherwise stated, have been adopted in the preparation of this financial report.

Income Tax

The Service is exempt from Income Tax under section 50-10 of the Income Tax Assessment Act 1997.

Property, Plant and Equipment

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 is held ready for use.

The Association may receive funding for a specific project of which some expenses relate to fixed assets. In this case fixed assets are shown as an expense of the specific non-recurrent funding income in accordance with the Funding Agreement.

Employee Benefits

Provision is made for the Association's liability for employee entitlements arising from service rendered by employees to balance date. Employee entitlements expected to be settled within one year together with entitlements arising from wages and salaries, annual and sick leave which will be settled after one year have been measured at their nominal amount. Entitlements expected to be settled later than one year have been measured at the present value of the estimated future cash outflows to be made for those entitlements using appropriate estimation techniques. Although sick leave is non-vesting, the balance of employee leave entitlements accrued in relation to this type of leave is brought to account on the basis the employee will take the leave and casual staff would be hired in this instance.

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

Trade Debtors

Trade debtors are carried at amounts due. The recoverability of debts is assessed at balance date and specific provisions made for any doubtful debts.

Accounts Payable

Liabilities are recognised for amounts to be paid in the future for goods or services received whether or not billed to the service. Trade accounts payable are normally settled within 30 days.

Revenue Recognition*Grant Revenue*

Income from government grants is brought to account when the grant is received by the Service. Unexpended grant revenue which may be carried forward to a later period is shown as a liability.

Service Revenue

Service revenue comprises revenue earned (net of returns, discounts and allowances) from the provision of products or services to entities outside the service. Service revenue is recognised when the goods are provided, or when the fee in respect of services provided is receivable.

Interest Income

Interest income is recognised as it accrues.

Asset Sales

The gross proceeds of asset sales are included as revenue of the Service. The profit or loss on disposal of assets is brought to account at the date an unconditional contract of sale is signed.

Other Revenue

Other revenue is recognised as it accrues.

Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). 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 are stated with the amount of GST included. The net amount of GST recoverable from or payable to, the ATO is included as a current asset or liability in the Balance Sheet. Cashflows are included in the Statement of Cash Flows on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the ATO are classified as operating cash flows.

Incorporation Details

The Canopy is incorporated in Australia. The registered office address is at 107 Northlakes Drive, Cameron Park.

Comparatives

When required by stated accounting policies, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

NOTE 2 - Related Parties

The names of persons who were Committee Members of the Association at any time during the year are as they appear in the attached Committees Report.

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	JUNE 2013	JUNE 2012
<u>CHILD & FAMILY SERVICES</u>		
<u>INCOME</u>		
Grants Received - Dept. Family & Community Services	231,911	239,750
Administration Charges	2,097	-
Gain on sale of fixed assets	-	1,375
Interest	4,309	10,427
Sundry Income	1	1,572
	<hr/>	<hr/>
	238,318	253,124
<u>EXPENSES</u>		
Advertising & Promotion	1,526	898
Assets	7,784	33,587
Audit Fees	4,272	4,269
Cleaning	2,786	577
Centre Resources	-	153
Catering expenses	17	-
Computer Expenses	3,168	3,164
Bank charges	29	18
Depreciation	4,762	5,951
Electricity & Gas	2,927	-
Group Expenses	-	45
Information Resources	-	4,369
Insurance	2,319	1,865
Insurance - Workers Comp.	4,701	4,548
Legal Fees	44	738
Motor Vehicle Expenses	2,092	885
Postage & Stationery	2,259	2,795
Program Expenses	2,917	2,534
Provision for Leave	(2,024)	(356)
Recruitment Expenses	-	955
Repairs & Maintenance	1,834	1,182
Rent	13,104	4,010
Sundry Expenses	-	453
Staff Amenities	904	794
Subscriptions	1,064	209
Superannuation	13,870	11,996
Staff Training	4,405	17,728
Telephone	6,006	2,345
Travel & Accommodation	1,636	5,110
Wages	160,764	141,337
Wage Processing Expenses	1,029	965
	<hr/>	<hr/>
	244,195	253,124
NET SURPLUS/(DEFICIT)	(5,877)	-

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	JUNE 2013	JUNE 2012
<u>INTENSIVE FAMILY PROGRAM</u>		
<u>INCOME</u>		
Grants Received - Dept. Family & Community Services	333,990	427,902
Gain on sale of fixed assets	-	1,376
Interest	4,996	6,251
	<u>338,986</u>	<u>435,529</u>
<u>EXPENSES</u>		
Advertising & Promotion	759	2,642
Assets	10,960	11,703
Audit Fees	6,103	7,180
Cleaning	3,980	1,023
Centre Resources	-	153
Catering expenses	19	-
Computer Expenses	3,631	5,608
Brokerage - clients	19,163	-
Bank charges	29	-
Depreciation	6,804	5,950
Electricity & Gas	4,182	-
Group Expenses	7,393	45
Information Resources	110	-
Insurance	3,312	3,306
Insurance - Workers Comp.	6,002	5,480
Legal Fees	45	74
Loss on Disposal of Assets	-	2,907
Motor Vehicle Expenses	2,657	1,569
Postage & Stationery	6,233	4,953
Program Expenses	72	1,278
Provision for Leave	(1,638)	2,701
Prov'n for Project Completion (Transitional Funding)	-	153,988
Recruitment Expenses	-	1,694
Repairs & Maintenance	2,621	1,084
Rent	18,720	7,107
Sundry Expenses	-	804
Staff Amenities	659	956
Subscriptions	1,162	371
Superannuation	17,703	14,453
Staff Training	3,990	21,360
Telephone	8,002	4,157
Travel & Accommodation	1,918	3,187
Wages	205,178	170,295
Wage Processing Expenses	1,206	1,163
	<u>340,975</u>	<u>437,191</u>
NET SURPLUS/(DEFICIT)	(1,989)	(1,662)

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	JUNE 2013	JUNE 2012
<u>INTENSIVE FAMILY SUPPORT</u>		
<u>INCOME</u>		
Grants Received - Dept. Family & Community Services	105,826	97,290
Interest	687	-
	<u>106,513</u>	<u>97,290</u>
<u>EXPENSES</u>		
Advertising & Promotion	235	450
Assets	3,177	-
Audit Fees	1,831	2,101
Cleaning	1,194	245
Centre Resources	-	153
Catering expenses	6	-
Computer Expenses	1,105	1,344
Brokerage - clients	5,589	-
Bank charges	9	-
Depreciation	2,041	-
Electricity & Gas	1,254	-
Group Expenses	1,043	-
Information Resources	214	-
Insurance	994	792
Insurance - Workers Comp.	1,957	2,197
Motor Vehicle Expenses	803	376
Postage & Stationery	1,980	1,187
Provision for Leave	94	1,594
Recruitment Expenses	-	406
Repairs & Maintenance	786	-
Rent	5,616	1,703
Sundry Expenses	58	193
Staff Amenities	301	383
Subscriptions	356	89
Superannuation	5,772	5,794
Staff Training	1,282	8,561
Telephone	2,305	997
Travel & Accomodation	142	-
Wages	66,904	68,259
Wage Processing Expenses	367	466
	<u>107,415</u>	<u>97,290</u>
NET SURPLUS/(DEFICIT)	<u>(902)</u>	<u>-</u>

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

JUNE 2013 JUNE 2012

CAMERON PARK COMMUNITY CENTREINCOME

Sundry Income	489	-
Rental Income	99,716	42,155
	<hr/>	<hr/>
	100,205	42,155

EXPENSES

Advertising & Promotion	228	2,950
Assets	285	1,288
Cleaning	7,960	8,188
Computer Expenses	189	-
Depreciation	4,114	3,764
Electricity & Gas	8,364	13,306
Group Expenses	136	-
Information Resources	-	6
Lease Finance Charges	291	-
Legal Fees	70	-
Management Fees	29,915	12,546
Motor Vehicle Expenses	-	110
Postage & Stationery	153	18
Program Expenses	574	-
Repairs & Maintenance	-	2,782
Rent	9,101	-
Rates	1,884	-
Security	921	1,122
Sundry Expenses	-	1,325
Staff Amenities	4	19
Subscriptions	100	100
Staff Training	-	109
Telephone	-	3,867
	<hr/>	<hr/>
DIRECT EXPENSES	64,289	51,500
	<hr/>	<hr/>
NET SURPLUS/(DEFICIT)	35,916	(9,345)

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

JUNE 2013 JUNE 2012

HAASINCOME

Grants Received - Dept. Family & Community Services	-	61,701
Interest	-	233
	-	<u>61,934</u>

EXPENSES

Administration Expenses	-	15,000
Assets	-	209
Audit Fees	-	1,000
Depreciation	-	1,030
Group Expenses	-	489
Insurance - Workers Comp.	-	1,002
Launch Expenses	-	6,103
Postage & Stationery	-	1,959
Program Expenses	-	264
Provision for Leave	-	2,957
Subscriptions	-	275
Superannuation	-	2,643
Staff Training	-	471
Telephone	-	1,080
Wages	-	<u>31,145</u>
	-	<u>65,627</u>
NET SURPLUS/(DEFICIT)	-	(3,693)

SIGNS OF SAFETYINCOME

Registration Fees	24,818	-
-------------------	--------	---

EXPENSES

Catering expenses	4,754	-
Postage & Stationery	217	-
Staff Training	8,855	-
Travel & Accommodation	26	-
	<u>13,852</u>	-
NET SURPLUS/(DEFICIT)	10,966	-

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

JUNE 2013 JUNE 2012

91 THE BOULEVARDE, TORONTOINCOME

Rental Income	-	16,536
---------------	---	--------

EXPENSES

Electricity & Gas	352	2,100
Repairs & Maintenance	-	312
Rent	-	9,049
Staff Amenities	-	40

	352	11,501
--	-----	--------

NET SURPLUS/(DEFICIT)	(352)	5,035
-----------------------	-------	-------

MANAGEMENT ACCOUNTINCOME

Administration Charges	29,914	27,546
Service Fees	-	9,091
Rebates - Other	27,400	-
Sundry Income	-	694

	57,314	37,331
--	--------	--------

EXPENSES

Insurance - Workers Comp.	279	592
Provision for Leave	20	274
Superannuation	823	1,562
Wages	9,533	18,398

	10,655	20,826
--	--------	--------

NET SURPLUS/(DEFICIT)	46,659	16,505
-----------------------	--------	--------

SKILLS DEVELOPMENTINCOME

Donations	85,007	-
-----------	--------	---

EXPENSES

Catering expenses	56	-
Insurance - Workers Comp.	2,080	-
Provision for Leave	5,622	-
Superannuation	6,137	-
Wages	71,112	-

	85,007	-
--	--------	---

NET SURPLUS/(DEFICIT)	-	-
-----------------------	---	---

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	JUNE 2013	JUNE 2012
<u>DOMESTIC VIOLENCE</u>		
<u>INCOME</u>		
Donations	3,343	7,608
<u>EXPENSES</u>		
Advertising & Promotion	-	164
DV Expenses	3,343	7,444
	<u>3,343</u>	<u>7,608</u>
DIRECT EXPENSES	<u>3,343</u>	<u>7,608</u>
NET SURPLUS/(DEFICIT)	-	-

PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

	JUNE 2013	JUNE 2012
<u>TORONTO DIGGERS</u>		
<u>INCOME</u>		
Donations	-	3,686
<u>EXPENSES</u>		
Information Resources	-	3,309
Sundry Expenses	-	377
	-	<u>3,686</u>
NET SURPLUS/(DEFICIT)	-	-
<u>CANCER COUNCIL</u>		
<u>INCOME</u>		
Donations	-	2,500
<u>EXPENSES</u>		
Program Expenses	-	<u>2,500</u>
NET SURPLUS/DEFICIT	-	-