



Community Living & Respite Services Inc.
32nd Annual Report July 2010 - June 2011



Community Living
& Respite Services Inc.



Photo courtesy of Riverine Herald



Community Living
& Respite Services Inc.

Committee of Management

President	Mrs Jan Rankin
Vice President	Mrs Glenys Kennedy
Treasurer	Mrs Fran Galvin (OAM)
Secretary	Mrs Della Nelson
Members	Mr Greg Harris
	Mrs Ann Bennett
	Mr Brendon Loftus
	Mr Jim Cosgriff
	Mr Matt Jones

Life Members

Mrs Fran Galvin (OAM)
Mr Jack Squire
Mr Ken Pearson
Mrs Glenys Kennedy

Patrons

Mr Noel Maughan
Mr John Kennedy

Chief Executive Officer	Suzanna Barry
General Manager	Meaghan Broom
Team Leader Finance & Administration	Kylie Bruns
Team Leader Respite	Rosemary Hermans
Team Leader Residential Programs	Faye Sizeland
Resources Coordinator	Diane Symons

Our Mission

Community Living & Respite Services Inc. delivers quality services and support empowering individuals and families to live the life they choose.

Our Vision

Society enriched by the inclusion of all its members.

Our Values

We encourage an environment of innovation and excellence, where respect, accountability, wellbeing and flexibility are fostered.

Accountability	We are ethical and honest and take responsibility for our actions
Respect	We recognise and value individuality
Wellbeing	We encourage healthy lifestyle choices
Flexibility	We provide services to meet individual needs
Innovation	We embrace change with creativity and strategic thinking
Excellence	We are professional in our practices and policies and pursue continuous improvement

PRESIDENT'S REVIEW



I am very pleased to give my report for the past busy and eventful year. I am honoured to be President and always look forward to the next 12 months to see what exciting events it brings.

During the past 12 months many steps have been taken to lead us into the future. In April this year we held our Annual Strategic Planning day. This was a very fruitful day covering our mission, vision and value statements. We also formulated our key areas and objectives. This day culminated in a comprehensive Strategic Plan document for 2011 – 2014, professionally presented by our CEO Suzanna Barry. This plan is an excellent guide for us to refer to, to see where we are, where we want to be and how we are going to get there and by when.

The decision was made by the Board of Management (BOM) to select patrons for Community Living and Respite Services Inc. who align closely with the organisation's values. Mr John Kennedy Snr and Mr Noel Maughan were chosen for their outstanding characters. Both men are highly regarded in their individual fields and in the community. They are also great supporters of CLRS. We recently held several functions to introduce them to the BOM, staff and our generous sponsors.

The BOM developed a Risk Management Plan, following a planning session very capably facilitated by our Resources Coordinator, Diane Symons. Strategies have been implemented to protect the organisation from adverse events. The Policies and Procedures continue to be rigorously reviewed on a cyclical basis and there is a focus on continuous improvement at all levels.

In April this year we took possession of land in Minor Street for a future development. Our fundraising events assisted with this purchase. The BOM is very aware of unmet local needs and sees this as an opportunity to assist people with disabilities and their families.

Many other initiatives have been progressed this year. They would not have come to fruition without the support and vision of the BOM and the management team. A number of sub committees also meet regularly and without this commitment and input many advances would not have occurred. The financial year ended on a high note with our Treasurer Fran Galvin winning the national Westpac Community Treasurer Award.

The BOM works hand in hand with the management team, Suzanna Barry CEO and Meaghan Broom GM. I thank them for their dedication, patience and ideas. I am very grateful to Cletus Gilmour PA and all the office staff for their help and support throughout the year.

I would like to thank the Direct Support Professionals who do a great job and make a difference to so many individuals and families. I would like to thank our service users and their families for entrusting Community Living and Respite Services Inc.

Thank you to the public and the community who generously support CLRS. This enables us to be flexible with the delivery of our services. We are very fortunate to live in such a supportive community.

Jan Rankin
President

A handwritten signature in black ink, appearing to read 'Jan Rankin'.



Left to right: Jan Rankin, Noel Maughan, John Kennedy, Suzanna Barry

CHEIF EXECUTIVE OFFICER'S REVIEW



The 2010-2011 year was another busy year for Community Living & Respite Services Inc. with many highlights.

The year began on an exciting note with the opening of two new permanent accommodation homes. Later in

the year the Board of Management (BOM) made the decision to purchase land in Minor Street for a longer term project. Supported accommodation continues to be a focus of the Board of Management, as there is growing demand from families and individuals for this option of support. CLRS aims to be innovative, maximising opportunities for independence and achievement of individual goals.

Respite services are also a key priority, with respite consistently rated as the service most valued by our service users. Respite enables families to re-energise, spend time with other family members, engage in employment or simply just have a break.

In 2010 an Autism Research project was undertaken which has resulted in the short term funding of an Autism Family Support Coordinator who commenced in July 2011. The report highlighted the serious need for local therapy services, and by the formation of partnerships, both speech and occupational therapy are now offered at 24 Percy Street Echuca. The introduction of the government's Better Start for children will assist a greater range of children with disabilities, and these established partnerships will be important for the access of therapies by local families.

A major challenge during the year was to secure funds for the provision of the Club Teen program. Funding from the Federal Government is provided for the 12 – 18 age group, however families with younger children also value this service. We have been fortunate to have the support of philanthropic trusts which has assisted CLRS to meet the needs of these families and children this year.

Long term future sustainability has also been assisted by the introduction of a Workplace Giving program. This has been generously supported

by CLRS staff and we hope that Workplace Giving will be adopted by a number of local partner organisations. This program will make a difference in our local community and ensure that the organisation can continue to meet community needs.

Our Emergency Planning Committee met at short notice in January and responded to service users impacted by the Campaspe River flood. The willingness of Faye Sizeland, Diane Symons, Donna McManus and Cheryl Cooke to meet with me and develop a response plan was greatly appreciated. The generosity of a number of members of the community enabled us to provide some financial assistance to families who use our service who were impacted and in some cases experienced significant financial loss.

CLRS has a staff of around 150 who work flexibly to meet the needs of individuals and families. The dedication of our staff is appreciated. The contribution of Meaghan Broom, General Manager, the Team Leaders – Faye Sizeland, Rosemary Hermans and Kylie Bruns and the assistance of Diane Symons and Cletus Gilmour has facilitated a sound level of support for our House Managers and Coordinators who have a vital role in providing daily advice and leadership to our team of Direct Support Professionals.

Volunteers continue to support CLRS, including the Fundraising Committee, website support of the ASD website, office administration and the SPOCAAS committee. Your willingness to give your time, talents and expertise is valued by Community Living & Respite Services Inc. and assists us to achieve our aims.

To the Victorian Department of Human Services, the NSW Department of Human Services and our funding partners, thank you for the opportunity to make a positive difference.

The BOM continues to be proactive and professional, and I am very well supported in my role. Together we strive to ensure the organisation remains adaptable and ready to meet the challenges and opportunities ahead.

Suzanna Barry
Chief Executive Officer

A handwritten signature in black ink, consisting of the letters 'S', 'B', and a large, stylized flourish that loops back under the 'B'.

GENERAL MANAGER'S REVIEW



2010 – 2011 has been a year full of anticipation and implementation, development and progression, planning and consolidation. When reviewing the highlights and happenings for the past year, people's involvement, dedication

and commitment is the common thread that links everyone together.

A focus over the year has been training. Training has been provided in many aspects across the disability field. Many staff have completed Certificate III and IV in Community Services. Training will continue to be provided to assist with staff development and the provision of quality services.

In the office, the Coordinators assist with service provision to many service users. In June 2011 coordinators, Sally Carrington and Kathryn Ludbey-Pickens resigned, having worked with CLRS for many years. We would like to acknowledge this and thank them both for their fabulous contribution.

Our Intake and Planning Co-ordinator Donna McManus continued to have a busy role meeting new and current families and liaising with various agencies across our region.

Community Living and Respite Services Inc. (CLRS) oversees eight supported accommodation residences and two respite facilities. On July 26th, 2010 five people moved into a new purpose built

house, owned by Department of Human Services and managed by CLRS. This was an exciting time for all. Forward, 12 months and the house mates have settled in and enjoy many different experiences. All staff involved have worked together to ensure Mitchell Place is a welcoming place and a home.

The homes are managed by a wonderful group of House Managers who ensure all the people living in these homes have every opportunity to embrace community activities and events. The House Managers work closely with the Direct Support Professionals. The House Managers are supported by Team Leaders who guide and provide leadership. Thank you to Cheryl Cooke who worked for part of this year, establishing Victoria Place.

We also acknowledge the significant contribution of four staff who have reached the 10 year of service milestone. Brian Watson, Jodie Ash, Leeanne Carland and Deb Oswald have each made a very positive contribution to our organisation. Staff are an integral part of our organisation with 150 staff currently employed. Thank you to each of our wonderful staff who make such a positive difference to people with a disability and their families.

Meaghan Broom
General Manager





MANAGEMENT IN PROFILE

Suzanna Barry

CEO

Suzanna has worked for Community Living & Respite Services Inc.(CLRS) for 12 years and was appointed as CEO in 2009. Suzanna has overseen significant growth and workplace change during this time. Suzanna holds a Bachelor of Business, a Diploma of Disability and Certificate IV in Training and Assessment. Suzanna is a member of the Shire of Campaspe Audit Committee. Suzanna has previously worked in Management Accounting roles in the Latrobe Valley and as a Workplace Trainer in local organisations. Suzanna and her family especially enjoy spending time on the Murray River.

Meaghan Broom

General Manager

Meaghan has been with CLRS since 1998 and has lead the organisation through significant growth. Meaghan is a Registered Nurse and holds a Bachelor of Applied Science (Health Information & Promotion), Diploma of Disability Meaghan, Certificate IV in Business Administration and Certificate IV in Workplace Training and Assessment. Meaghan delivered Research and education in Melbourne prior to moving to Northern Victoria. Meaghan has a keen sports focus.

Diane Symons

Resources Coordinator

Dianne has worked in the health industry for over 30 years. Diane is a Registered Nurse (Division 1) and holds a Graduate Diploma of Health Science in Administration and Certificate IV in Training and Assessment. Prior to joining Community Living & Respite Services Inc. Diane was the Director of Nursing at an Aged facility and has also previously worked in Project Management roles. Diane is a keen golfer.

Faye Sizeland

Team Leader Residential Services

Faye has worked in the disability sector for 30 years. Faye's formal qualifications are Diploma of Community Services Disability, Diploma of Disability Work and Aged Care, Certificate IV in Divisional Therapy Studies. Faye has a special interest in Tai Chi/Qigong.

Rosemary Hermans

Team Leader Respite

Rosemary has worked in the disability and health sector for 30 years. She holds an Advanced Diploma of Disability, Diploma of Business (Community Services & Health Management) and a Certificate IV in Training and Assessment. Prior to working in disability services Rosemary worked as Nurse in the mental health and aged care sectors. Rosemary enjoys time with her family and has love for equine dressage.

Kylie Bruns

Team Leader Administration

Kylie was appointed Team Leader Administration in 2009 and has been with CLRS for 4 years. Kylie has worked in the health industry for over 20 years in administration roles. Kylie is involved with many local sporting groups in Echuca.



KEY AREAS & OBJECTIVES

Governance

Sustainable and effective governance structure with Board of Management (BOM) fulfilling roles of Leadership, Safeguarding, Monitoring and Managing and Viability.

Leadership

Competent, credible, strong and capable leaders who embrace the vision, mission and values of CLRS.

Workforce

To attract and retain quality people and provide a supportive work environment.

Service & Capability

Effective, appropriate, innovative, accessible and proactive services to meet community and individual need and to secure the future of CLRS.

Systems & Technology

To provide efficient systems to support service delivery.

Service Quality

To ensure continuous improvement.

Growth & Expansion

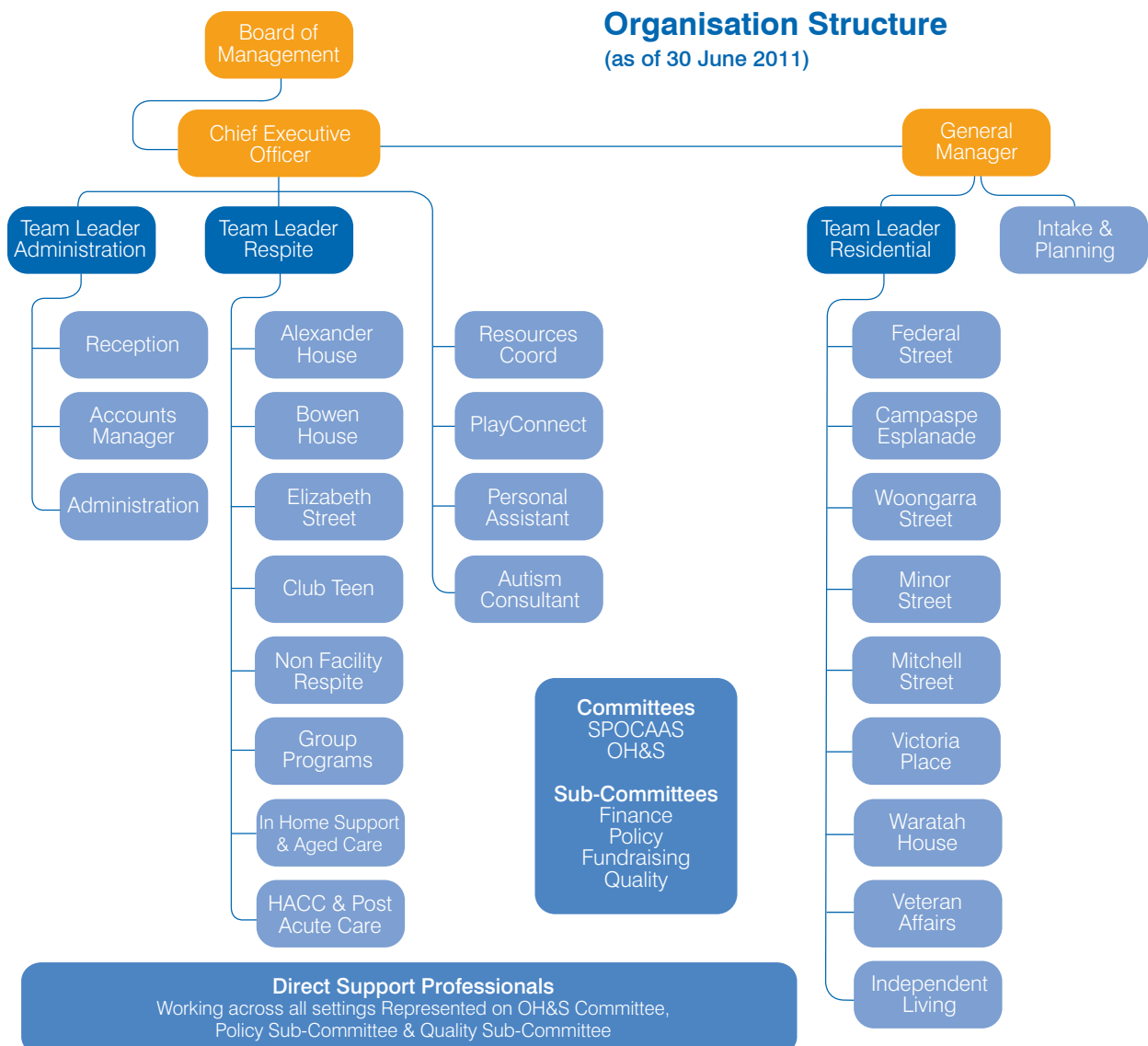
To proactively manage growth in service delivery to meet community and individual needs.

Service Promotion

To strengthen the organisation brand and service image.

Cultural Diversity

To deliver services sensitive to the cultural background and needs of service users.



OUR YEAR

July – December

In July 2010 the Mitchell Place residential service opened, and became home for five people. An official opening held in August 2010 was the perfect opportunity to show family, friends and community supporters, the magnificent home, beautifully furnished and equipped to meet the needs of each person. Over the next couple of months the house mates visited local car dealers and chose the “sporty” Rav 4 as their vehicle of choice.

In August 2010 three young men moved into the recently purchased home in Victoria Place Echuca. Furnishing of the home was made possible thanks to a number of philanthropic trusts and the generous support of the local community.

Waratah House in Moama was generously assisted by the Moama Bowling Club and took delivery of a new ford falcon. This donation helps the housemates to enjoy outings, get to work, medical appointments and visit friends and family. Extensive renovations of Waratah House were also commenced.



The Autism Research project was undertaken highlighting the need for local therapy options for families impacted by autism. This project has been a catalyst to securing funds to increase services to meet the needs of the community.

Alexander House, (respite) marked the 1st anniversary of their new facility. The house is experiencing very high utilisation, with many younger children enjoying overnight stays.

The Annual General Meeting was held in October 2010, and the Child Safety Commissioner, Bernie Geary inspired all by his commitment to young people, particularly those in care. Bernie praised the work of CLRS management and staff in the provision of the Out of Home Care service for children with disabilities.

In December 2010 the first Greek Fundraising Luncheon was held in Melbourne. The fundraising committee, expanded on the annual event and began to plan additional ways to achieve funding sustainability. 200 guests enjoyed the family atmosphere at Kinsi Live in Richmond, and football Legend John Kennedy Snr inspired all to “show courage.” Andrew and Kim who travelled from Echuca, and avid Hawthorn supporters, enjoyed the opportunity to mingle with guests, catch up with John Kennedy Snr and Jnr and enjoy the delicious Greek food.

The same weekend Club Teen staff, their families and community volunteers held a BBQ fundraiser at the newly opened Echuca Bunnings store.



In the final term of the year six children participated in the first CLRS Social Skills pilot program, which will be provided on an ongoing basis, to benefit many children using our services. Social skills often are not learnt intuitively for many children with disabilities and this program aims to assist children to learn how to interact in social settings.

The Annual Staff Christmas function was held in appreciation of the contribution of staff to CLRS staff. Lunch was enjoyed at the Echuca Hotel, despite the unexpected torrential rain!

OUR YEAR

January – June

In January 2011 the Club Teen holiday program enjoyed a range of activities. Thanks to a number of philanthropic trusts the activities included excursions to Bendigo, Shepparton and attractions closer to home. Iris, a music therapist and Brett a Koori Artist shared their talents with the children with cultural activities.

CLRS responded to the needs of service users impacted by the Rochester Flood and provided emergency assistance to a number of individuals and families. The Bowen House Respite Cottage and Alexander House provided emergency respite for some whose homes had been inundated by the flood waters. Generous donations enabled the purchase of vouchers to assist a number of Rochester families.

During March the Club Teen After School Care Program began a fitness program with personal trainer Cameron, in preparation for the Auskick season. Together with the One and All Campaspe Inclusion Program, the Rockets footy jumper was designed, proudly promoting the CLRS orange and blue logo.

The 5th Annual Fundraising Dinner, held in February 2011 was a great success, raising a record amount of \$42,600 for the purchase of land in Echuca. The guest speaker, Winter Olympian Steven Bradbury entertained the 280 guests who gathered to support CLRS.

The SPOCAAS Annual Teacher Awareness Event, held in March at the Moama Bowling Club,

drew a crowd of 500 over three sessions. Dr Richard Eisenmajer shared his knowledge and expertise with educators, disability professionals and families. This session was made possible thanks to the generous support of Strategem Financial Services Bendigo.

Down Syndrome Awareness Day was celebrated by Community Living & Respite Services Inc. with the T4321 afternoon tea.

The purchase of 5 Minor Street Echuca was completed, and planning commenced for a future residential development.

The annual Board of Management Planning Day in April 2011 reflected on the goals set the previous year and acknowledged the excellent achievements of staff. Goals including formalising risk management strategies, increasing accommodation options, conducting an autism research project and increasing

fundraising were all achieved. Goals for the next year and beyond were set. CLRS made the commitment to support the National Disability Insurance Scheme which has the potential to have a positive impact for people with disabilities.

The Resource Library in the foyer of CLRS was expanded and now incorporates support groups OKAS & SPOCAAS and CLRS resources – available for borrowing by families and staff. The library resources were significantly boosted by a generous grant in April 2011.



FUNDRAISING EVENTS 2010- 2011



Fundraising efforts were expanded during the 2010-2011 year with the introduction of a Melbourne based event held early December. The "Greek Luncheon" was attended by approximately 200 people and raised \$18,400. Local businesses generously supported this event by giving prizes to be redeemed in Echuca. The Oakleigh Community also embraced the Greek Luncheon and donated generously.

The 5th Annual Fundraising Dinner was again a highlight of the year. This event sold out quickly and was a fabulous night. The guest speaker, Steven Bradbury, was an entertaining presenter and involved guests in his presentation. A record amount of \$42,600 was raised.



Major Sponsors of our fundraising event included the National Australia Bank, Echuca Amcal Pharmacies, Bella Casa Houseboats, Kinisi (Richmond), Riverine Herald and the Moama Bowling Club. We thank them for their very generous support.



As chair of the Murray Business Network and proprietor of KVM Design & Printing I have had close association with Community Living & Respite Services for the past five years and value the achievements of which the organisation has accomplished. CLRS has developed a strong presence with their local community which only strengthens the services they provide to their clients and the community as a whole.

Sue Milgate



SPONSORS

Major Sponsors

Amcal Echuca
Bella Casa Houseboats
Kinisi Live (Richmond)
Moama Bowling Club
National Australia Bank
Riverine Herald

Corporate Sponsors

Ausure Insurance
Bendigo Bank
Cadell Trading
Cosgriff Orchard Legal
Gopher Building, Renovation & Plumbing
Laser Electrical
Lockwood Partners
MGR Accountants
Peats Office Equipment
Shane Luke Building

General Sponsors

ANZ (Collins St Melbourne)
Bright Smarter Home Loans
Cape Horn Vineyard
Charles L King
Christian Cole Furniture
Completechoms.com
Con & Kathy Kostoglou
Coriander
Tim & Prue Dale
Deeluxe River Spa Apartments
DWM Solutions
Echuca Locksmiths
FishBite
Forever Fresh
Forty Winks
KVM Design & Printing
MEGT
Moama RSL
Moama Paddlesteamer Bakery
Moama Village Pharmacy
Morrisons Riverview Winery
Nestle Tongala
Niko's Cakes & Café Oakleigh
Office 3564 Café & Wine Bar
Office Choice
Oscar W's
Pergola's Plus
Reece Moama
S & J Furniture
Saferoads
Shire of Campaspe
Vincents Retravisoin

Donors

Acoustic Hearing & Digital Service
Alison Kable & Associates
AWM
Autobarn
Beechworth Bakery
Bennetts Sports
Border Inn
Bunnings Echuca
BYL Espresso
Barker Investment Company
Suzanna Barry
Cadell Bed & Breakfast
Caltex Echuca/Moama
Campaspe Glass & Glazing
JF Carmichael
Carters of Echuca
Catherine Manuell Design
Ceres
Clark Rubber
Clocktower Apartments & Suites
Collingwood Football Club
Crown Melbourne
Detrazani
Di Huber
Echuca Hotel
Echuca Printers
Echuca Transport
Fia-Costa Jewellery
Fuzion
Annie Galvin
R & S Gibbs
Cletus Gilmour
Rhys Glenn & Family
Harvest Hotel
Hawthorn Football Club
House Echuca
Jo Karomoshos
John & Bernadette Kennedy
Joshua Kennedy
Georgette Kostoglou
Peter Koulouris & Family
Madison Spa
Mint Condition
Mitre 10 Echuca
Murray Goulburn Rochester
Murray River Paddlesteamers
Numanz
Christine Paduano
Parmount Theatre
Steve Plumridge
Pool Ezy
Quest Apartments Echuca
Radcliffes
Lindsay & Jan Rankin

Lil Read
Rich River Plumbing Supplies
Richards Family
Roses Veterinary Practice
Safeway Echuca
Duncan & Coral Smith
Smith McCarthy Wilson
Solz Shoes
Sportspower Echuca
Steampacket Inn Bed & Breakfast
St Annes Vineyard
Stevens Brooks Estate
Sydney Swans Football Club
Nik's Greek Taverna
Travelscene Echuca
Under the Gable
Unique Safety Services
Vanilla Cakes & Lounge (Oakleigh)
Vegie Bar Fitzroy
M Wingate – Wingate Sportz
World of Discovery

Supporters

Terry Bosman
Echuca Toyota
Echuca Workers & Services Club
Katrina Dick & family
Jill & John Kenley
Lions Club Echuca
Judith Murray
Rich River Golf Club Resort
Rich River Croquet Club

Workplace Giving

Kylie Bruns
Suzanna Barry
Janice Brown
Annette Cumming
Cheryl Dobson
Debbie Kuyer
Kathryn Ludbey-Pickens
Debra McDonald
Suzanne Portelli
Kadie Warde

Philanthropic Trusts

Elsie Murray Trust
Collier Foundation
Graincorp Community Fund
RE Ross Trust
The Alfred Felton Bequest
Newsboys Foundation
Jack Brockhoff Foundation
Strategem
State Trustees Australia Foundation

Thank you to all other donors that have chosen to remain anonymous

BOARD OF MANAGEMENT IN PROFILE

Jan Rankin

Jan was appointed to the Board of Management in 2005, however previously held a position on the Board from 1990 – 1996. Jan was appointed President in 2009. Jan has over 25 years community services experience and has worked extensively in Disability Services in Program Coordination and Case Management Services. Jan is a member of the Fundraising Sub-Committee, and is currently undertaking further disability studies.

Fran Galvin (OAM)

Fran has been involved in CLRS since its beginnings in 1979. Fran has held the position of Treasurer for the past 30 years and is a member of the Finance Sub-Committee, and is the Board of Management representative on the SPOCAAS Committee. Fran received the National Westpac Community Treasurer's award in 2010. Fran is an active member in a range of not for profit groups in the Echuca Moama community. Fran received a life membership in 2008.

Della Nelson

Della was appointed to the Board of Management in 2002. Della is a parent of young adult with a disability. Della was a member of the Fundraising Committee for 4 years, and has also held the position of Chairperson. Della has been proactive in promoting the establishment of services for young people with autism. Della is a member of the Policy Sub-Committee.

Glenys Kennedy

Glenys was appointed to the Board of Management in 1993. Glenys has an adult son with a disability who has been using the services of CLRS for the past 25 years. Glenys provides valuable input on the Policy Sub-Committee. Glenys received a life membership in 2008.

Brendon Loftus

Brendon Loftus was appointed to the Board of Management in 2004. Brendon is a service user and prior to his injury was a self employed builder. Brendon has contributed to project committees including the replacement of Alexander House.

Jim Cosgriff

Jim was appointed to the Board of Management in 2009. Jim holds a Bachelor of Laws (Honours) and is a director of a local legal practice. He originally practiced and was a partner of a firm in Melbourne before moving to Echuca for a lifestyle change for himself and his family. Jim assisted with the provision of legal advice during the relocation of offices, and assists on other legal issues. Jim is actively involved in Junior Football and has a keen interest in the Rockets team. Jim has been instrumental in the formation of the C4EM.

Ann Bennett

Ann Bennett was appointed to the Board of Management in 1996. Ann has Nursing and Community Services Experience. Ann is now retired, having worked for many years in Disability Services. Ann is a valued member of the Quality Sub-Committee.

Greg Harris

Greg was appointed to the Board of Management in 2010. Greg is an electrician by trade and owner of a Stationery Supplies business in Echuca. Greg is actively involved in local sports.

Matt Jones

Matt joined the Board of Management in 2010. Matt is the CEO of Murray-Plains Division of General Practice and Central Victoria General Practice Network. Prior to these roles, Matt worked in Quality Management and Public Health Policy development for DHS. Matt also previously worked for 4 years in Central Australia managing an Aboriginal Community Controlled Health Service 500km west of Alice Springs, a further 2 years working in Aboriginal Health in Townsville and then spent a subsequent 2 years in a senior management role with the Pilbara Public Health Unit based in Port Hedland. Matt has a Masters of Public Health Degree and is currently studying for his MBA.



Left to right, back row: Jim Cosgriff, Greg Harris, Matt Jones
Left to right, middle: Suzanna Barry (CEO), Jan Rankin, Della Nelson, Fran Galvin, Ann Bennett, Glenys Kennedy, Meaghan Broom (G.M.)
Front: Brendon Loftus

BOARD MEMBER ATTENDANCE

Board member meeting attendance: July 2010 June 2011

	Board	Finance	Fundraising	Quality	Policy
Meetings Held	11	10	10	7	8
Attendance					
J Rankin	10		6		
G Kennedy	10				6
F Galvin	10	10			
A Bennett	11			4	
B Loftus	7				
D Nelson	8				5
J Edwards *					
G Harris **	8				
M Jones **	6				
J Cosgriff	8				

* Resigned - October 2010 ** Elected - October 2010

Committees / Sub Committees

Policy	OH&S	Quality	Finance	Fundraising	SPOCAAS
D Symons	D Symons	D Symons	F Galvin	J Rankin	L Smedts-Kreskas
D Nelson	F Sizeland	S Barry	S Barry	S Barry	C Lawrence
G Kennedy	R Hermans	F Sizeland	K Bruns	M Broom	E Plumridge
S Barry	C Todd	R Hermans		J Edwards	S Cincotta
M Broom	H Groves	K Ludbey-Pickens		R Glenn	F Galvin
A Johnston	D McDonald	S Cann		H Glenn	A Raffry
F Sizeland	S Minto	A Bennett		D Smith	I Morris
R Hermans	S Barry	K Bruns		K Kostoglou	M Portwine
S Fern	J Flanagan	C Cooke		C Gilmour	
	E Trueman	M Broom		N Bain	
	D Kuyer	S Carrington		B Kimball	

Payroll Summary: July 1 2010 - June 30 2011

	2009 - 2010	2010 -2011
Base Hourly	116,128 hours	124,743 hours
Home Care	4695.75 hours	4958.25 hours
Sleep Over's	3005 nights	3424 nights
Active Sleep Over's	49 nights	63 nights
Public Holidays- worked	1714 hours	2197 hours
Annual Leave	6351 hours	7632 hours
Long Service Leave	431 hours	848 hours

Acknowledgements:

The administration team appreciated the volunteer assistance of Sheree Arnold and Lynn Clark.

INCOME & EXPENSES - BALANCE SHEET

INCOME & EXPENDITURE FOR THE YEAR ENDED 30TH JUNE 2011

	2011	2010
INCOME		
Government Grants	2,631,533	2,413,340
Income - Grants In Advance	171,576	62,094
Individual Support Packages	827,429	568,629
Maintenance Funds	24,472	8,860
Traineeship Payments	27,500	33,500
Reserve Funds	14,589	
Fees	270,482	229,315
Brokerage	1,164,166	1,176,328
Donations	81,609	11,196
Fundraising	55,672	49,703
Interest	95,058	55,545
Rent	55,760	39,440
Sale of Assets	11,921	
Sundry Income	47,108	24,938
Workcover	9,593	18,312
Amortization of Capital Grants	18,678	1,264
	5,507,146	4,692,464
EXPENSES		
Accounting & Audit Fees	11,057	6,362
Advertising	4,131	10,752
Bank Charges	1,924	1,787
Brokerage	24,666	33,403
Depreciation	141,681	117,664
Electricity & Gas	55,831	34,350
Fundraising Expenses	27,453	
Furnishing & Manchester- Minor Equip	38,277	22,252
Housekeeping	135,626	118,580
Insurance	16,917	8,294
ICT Expenses	43,722	41,685
Loss on Disposal of Assets	800	14,458
Office Costs	57,747	68,150
Program Costs	104,924	71,349
Repairs & Maintenance	58,279	46,448
Rent & Rates	206,097	187,797
Telephone	25,577	16,250
Transport	61,411	61,005
Training Expenses	63,860	46,425
Sundry Expenses	40,743	74,050
Salaries & OnCosts	4,218,792	3,684,337
	5,339,511	4,665,400
Operating Profit (Loss)	167,634	27,064
OTHER INCOME		
Transfer from Reserve Account	7,217	4,198
OTHER EXPENSES		
Transfer from Reserve Account	52,119	
Transfer to Reserve Account		
Net Profit (Loss)	122,733	31,261

MAINTENANCE FUND

	Balance as at 30/06/11	Balance as at 30/06/10
	1,814,637	1,736,700
BALANCE SHEET AS AT 30TH JUNE 2011		
Funds	2011	2010
Maintenance Fund	1,814,637	1,736,700
ASSETS:		
Sundry Debtors	179,155	219,339
Cash at Bank	65,157	124,238
Business Online Saver	408,759	749,638
Donations Account	40,214	8,365
NAB Term Deposit	600,000	530,747
NAB Cheque Account	52	43,284
Bendigo Bank ST Investment	624,636	502,503
GST Paid	26,440	29,128
Electronic Banking	-41	0
	1,944,371	2,207,241
FIXED ASSETS:		
Plant WDV	377,704	383,104
4 Minor St. WDV	355,987	360,347
Improvements to Leasehold	1,890	2,405
27 Jacana Ave. WDV	330,000	342,984
8 Victoria Place	381,917	349,970
5 Minor Street	216,812	
	1,664,311	1,438,810
TOTAL ASSETS	3,608,682	3,646,051
LESS LIABILITIES:		
Comm Living Credit Card	1,016	-646
Balance Owing on Contract - Victoria	0	332,320
Grants In Advance	595,357	481,129
Sundry Creditors	52,008	104,904
GST Liabilities	119,968	145,228
Payroll Liabilities	567,252	542,766
Capital Grants Unexpended	127,322	0
Client Contingency Fund	10,000	11,547
Reserve Funds:		
Group Programs	7,894	12,394
Siblings Programs	12,777	13,277
Continance Program	5,477	6,015
Helping Older Carers	67,031	80,000
Victoria Place	173,199	180,416
Family Services	50,000	0
Reserve Maintenance Funds	4,744	0
TOTAL LIABILITIES	1,794,046	1,909,351
NET ASSETS	1,814,637	1,736,700

STATEMENT OF CASHFLOW

COMMUNITY LIVING & RESPITE SERVICES INC STATEMENT OF CASH FLOW FOR THE YEAR ENDED 30TH JUNE 2011

	Note	2011 \$	2010 \$
Cash Flows from Operating Activities			
Payments			
Wages & Salaries		\$ 4,194,306	\$ 3,622,895
Suppliers		\$ 1,050,553	\$ 727,447
		<u>\$ 5,244,859</u>	<u>\$ 4,350,342</u>
Receipts			
Receipts from Customers		\$ 1,569,540	\$ 1,484,187
Interest Received		\$ 95,058	\$ 55,545
Other		\$ 313,643	\$ 153,713
Receipts from appropriations/ Grants		\$ 3,773,041	\$ 3,498,838
		<u>\$ 5,751,282</u>	<u>\$ 5,192,283</u>
<i>Net Cash supplied by Operating Activities</i>	3	\$ 506,423	\$ 841,941
Cash Flow from Investing Activities			
Receipts from Sale of Plant & Equipment		-	\$ (18,991)
Payments for purchase of Plant & Equipment	2	\$ 91,487	\$ 194,810
Purchase - Victoria Street		\$ 373,684	\$ 17,500
Purchase- 5 Minor Street		\$ 216,812	
Purchase - 27 Jacana Avenue		\$ 40,067	
Purchase- 4 Minor Street		\$ 4,370	
<i>Net Cash used in Investing Activities</i>		\$ (726,420)	\$ (193,319)
Cash Flows from Financing Activities			
<i>Net Cash provided by Financing Activities</i>		Nil	Nil
Net Increase(Decrease) in Cash Held		\$ (219,997)	\$ 648,622
Cash at beginning of the reporting period		\$ 1,958,774	\$ 1,310,152
Cash at end of the reporting period	1	\$ 1,738,777	\$ 1,958,774

Notes to the Statement of Cash Flows

1. Reconciliation of Cash

For the purposes of the Statement of cash Flows, Cash includes cash on hand, cash at banks and investments in money market instruments. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the statement of financial position as follows:

	2011 \$	2010 \$
Cash	\$ 473,875	\$ 873,876
Deposits at Call	\$ 1,264,902	\$ 1,084,898
	<u>\$ 1,738,777</u>	<u>\$ 1,958,774</u>

2. Non-Cash Financing and Investment Activities

No non-cash financing and investing activities are applicable for this period

3. Reconciliation of Net cash used in Operating Activities to Operating Result

	2011 \$	2010 \$
Operating Result	\$ 122,733	\$ 31,261
Depreciation & Amortization	\$ 123,803	\$ 151,114
Increase(Decrease) in Grants in Advance	\$ 114,228	\$ 240,859
Increase(Decrease) in Grants Unexpended	\$ 127,322	\$ (1,264)
Decrease(Increase) in Debtors & Prepayments	\$ 40,184	\$ 94,435
Increase(Decrease) in Creditors	\$ (51,234)	\$ 53,095
Increase(Decrease) in GST Liabilities	\$ (22,572)	\$ 35,824
Increase(Decrease) in Payroll Liabilities	\$ 24,486	\$ 61,442
Increase(Decrease) in Reserves	\$ 27,473	\$ 175,175
Net Cash Supplied by Operating Activities	<u>\$ 506,423</u>	<u>\$ 841,941</u>

4. Tax Status

The activities of the entity are exempt from taxation

AUDIT REPORT

COMMUNITY LIVING & RESPITE SERVICES INCORPORATED

30TH JUNE 2011

I certify that these statements provide a true and correct record of the operations of Community Living & Respite Services Incorporated for the year ended 30th June 2011.



.....
F. GALVIN – TREASURER

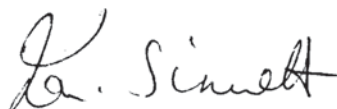
AUDIT REPORT

We report that we have audited the books and records of Community Living & Respite Services Incorporated for the year ended 30th June 2011 in accordance with Australian Auditing Standards.

We conclude that the accompanying statements of Income and Expenditure and Balance Sheet present a true and fair view of the operations of Community Living & Respite Services Incorporated for the year ended 30th June 2011.

STUBBERFIELD PARTNERS

Certified Practising Accountants.



Per: Ian C Sinnett A.C.A.
Registered Company Auditor

Date: 8th September 2011

Services Provided

Disability Support Services
Permanent Supported Accommodation
Outreach
Independent Living Program
Registered Veterans Affairs
Post Acute Care
Brokerage
Individual Support Packages
In home support
Attendant Care
PlayConnect
Autism Case Consultant Loddon-Mallee

Case Management
Support Groups:
MyTime & SPOCAAS
Registered TAC
DHS Provider (VIC)
ADHC Provider (NSW)
Respite Services:
* Club Teen – Before & After School Care
* Club Teen – Vacation Care, KAPS
* Alexander House
* Bowen House

Websites

Respite Loddon-Mallee www.respiteloddonmallee.org.au
Loddon Mallee Autism www.clrsasd.org.au
CLRS www.clrs.org.au

Donations & Bequests

When making or amending your will, you may wish to consider a bequest to Community Living & Respite Services Inc. To leave your legacy, which may take several forms, please phone, write or email our office.

A gift to our organisation will enable clients to benefit well into the future. Donations can be mailed or may also be made online via the secure 'Donate Now' facility on www.clrs.org.au

Donations \$2 and over are tax deductible



" I must let you know just how much we appreciate the hard work you put in with our daughter. The experiences you provide for her at Waratah, the level of care and support by all staff and the fact that she is safe and happy, mean so much to our family. In particular too, the one on one interest and shared time provided by staff is heartwarming. Thank-you again."

Robyn Gibbs and Family



Our Mission

Community Living & Respite Services Inc. delivers quality services and support, empowering individuals and families to live the life they choose.



Community Living
& Respite Services Inc.

Providing a range of supports to carers, people with disabilities and the aged

26A Percy St. Echuca Vic. 3564 (P.O. Box 424)
Tel: (03) 5480 2388 Fax: (03) 5480 6860 Email: admin@clrs.org.au
Inc. No. A0013878U

www.clrs.org.au