



**Family Support Newcastle**  
*your family, our community*

## Annual Report 2017



## About us

Family Support Newcastle is a non-government incorporated association that has provided services to families with children in the Lower Hunter Region for almost 40 years.

We have a vision of families flourishing as they raise resilient children in a just society. We pursue this vision by providing services that include:

- Therapeutic individual assistance, either in the home or at one of our centres
- Therapeutic group programs with associated child development activities
- Supported playtime activities
- Community work
- Domestic violence services
- Intensive family preservation services.

We believe that parents have a desire for their children to grow up to be good citizens with healthy self-esteem and resilience. We also believe that with appropriate support the vast majority of families can achieve this.

As we work with families we are informed by these core values:

- All people have the ability and right to participate in decision making about their lives, the services that they receive and their community
- All people must be treated with respect: including honesty, generosity, equity and empathy. The relationship we create is fundamental to the work
- Open, equal, inclusive, secure and socially just communities are vital to the wellbeing of all children
- The social context of a family impacts on children and must be considered in our work
- A gendered analysis of relationships and culture should provide guidance for the work that we do with families
- Our commitment to address the impact of colonisation on us all.





## The context of our work

We provide our services in a context where there is growing inequality between the most disadvantaged and the most advantaged members of our society. We believe that this is ultimately harmful to everyone including the most advantaged and that the structural disadvantage that is experienced by the families that we come into contact with must be addressed to make lasting and significant differences to the outcomes for our most vulnerable children.

The families that we work with are more stretched than ever before. Affordable housing is virtually non-existent. Domestic and family violence is significantly impacting the lives of large numbers of mothers and their children. Income support for those who have limited abilities to participate in the work force is mean and the associated conditions and penalties demeaning and draconian.

The Hunter is known to have the highest number of children entering Out of Home Care in NSW.

## Making a difference

In this context we have developed a new strategic plan for the next five years. We have set ourselves the following directions for improvement that will affect the outcomes for children in families that we work with:

1. Improve our ability to provide a diversity of effective services

2. Ensure that we continue to be a values based service
3. Improve our data management system
4. Improve our organisation culture
5. Improve the organisation's viability
6. Improve our ability to hear from families and be informed by their input.

### ***Strategic Direction 1: Improve our ability to provide a diversity of effective services***

We provide a diversity of services and believe that this diversity is valuable for the families that we work with. It means that we are able to provide an integrated service with inputs that are tailored to the needs of the family. Unfortunately, we are still not able to meet the needs of all families who request assistance.

The service system around families is changing. The rollout of the NDIS has had a significant impact on families and the services that assist them. Many families have been positively impacted but others have been affected by the lack of services for children who do not have a plan. As well disability services have had to change the way in which they provide service – to adopt a very business-like model of working. Family support services have had to be responsive to these changes.

FSN and the sector in general is grappling with how to effectively respond to domestic and family violence in the context where there are child protection issues and the person using violence is still living in the family home.



## The tasks we have set ourselves

We will:

- Improve collaboration and communication with other services
- Develop a clearly articulated organisation practice model and violence position paper to ensure consistency of service across programs
- Improve employment processes, staff training opportunities and processes that promote research, transparency, reflection and ongoing development
- Ensure that family workers are familiar with the NDIS scheme and how families may be supported to access it
- Monitor the impact of NDIS on families who are not eligible and ensure that this information is shared to contribute to future improvements

## What we have achieved

Over the past 12 months, FSN has worked individually or in therapeutic or educational group settings with 367 parents and 288 children in 373 families providing services of varying intensity. There were a total of 547 children in those families. One hundred and fifty six (23%) of the clients identified as Aboriginal or Torres Strait Islander, 39 (6%) of culturally or linguistically diverse background. Forty-one parents identified as younger than 25. These figures do not include participants in community outreach activities such as Stories in the Street.

We aim to reach the most disadvantaged and vulnerable families in our community. One hundred and forty four clients out of 233 (61%) who provided their personal information were on a pension or benefit. *Figure 1: Response to 'What are you up against?'* describes feedback from these 233 clients who completed surveys about their family life. While many families may have more than one stressor, we clearly are working with the most vulnerable members of our community.

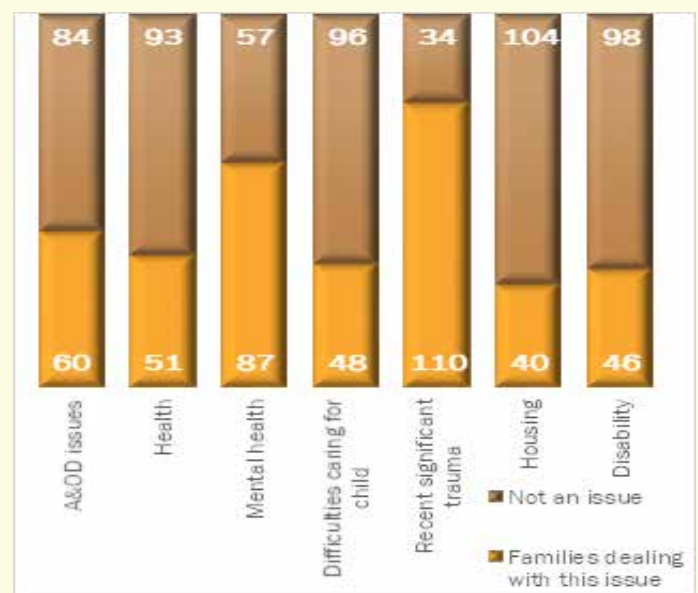


Figure 1: Response to 'What are you up against?'

Significantly, these clients were able to name many resources that they could draw on as they tackled their difficulties. This is described in *Figure 2: Response to 'What are your strengths?'*. We ask families about the following strengths:



- Experience dealing with hardship
- Determination
- Beliefs
- Sources of inspiration
- Sense of humour
- Hope.



Figure 2: Response to 'What are your strengths?'

The number of families who noted that they had experience dealing with difficulties confirms that we are mostly working with families who experience ongoing hardship.

## Individual family work

Individual family work, usually in the family's home, is a significant aspect of our work. It is the service that is most commonly requested. This year we received 362 new referrals for individual assistance. Of these we were able to allocate 313 (86%) families to a family worker for initial assessment. We were not able to assist 49 (14%) of the families.

## Group programs

Over the year we provided group programs for 222 adults. These programs are mostly provided in collaboration with other organisations. We work closely with the other service to provide tailored programs.

## Playtime Plus

As we provide our playtime activities, we focus on activities that enhance parents' relationships with their children while providing developmental activities for the children. During the activities, parents are supported by family workers to increase their knowledge of their children, develop their skills in responding to their children's growing social awareness and enhance their understanding of child development.

Our playgroup, has continued to attract families who are socially and economically marginalised. Forty three parents have participated over the year. Families find it welcoming, their children enjoy it and the warmth, knowledge and support of the staff are regularly commented on.







## Community Outreach

This year, we have continued the collaboration with Family InSight to provide a Stories in The Street program at Wallsend. This is an early literacy program for preschool-age children. As well as providing literacy activities, the setting provides opportunities for families to build connections with each other and learn about parenting resources, local events and support services. Approximately 100 parents attended this activity over the year. The majority of the families have parents born in another country and English as a second language.

We have partnered with the Family Action Centre to provide a group program at Hamilton South. The program is provided for families with pre-school children living in the public housing estate. The group is structured to provide a safe space for parent-child interaction and play; and social interaction between parents and children. Activities are purposefully designed to support parent-child interaction and child developmental needs.

We also partner with Hamilton Baptist Church to provide a breakfast gathering for men in the Hamilton South housing estate.

## The difference we have made

This year we changed the feedback questions that we asked. One hundred and thirteen new feedback surveys were received from clients who have completed some service from FSN. *Figure 3: Feedback about services* details the response to the statements:

1. I would recommend the service to others
2. I have been listened to and understood
3. Our circumstances have improved
4. I have improved connections in my community
5. My children have noticed a difference in my parenting
6. I have learnt new skills for parenting
7. Things are getting better for me and my children
8. I know where to get help for me and my children.

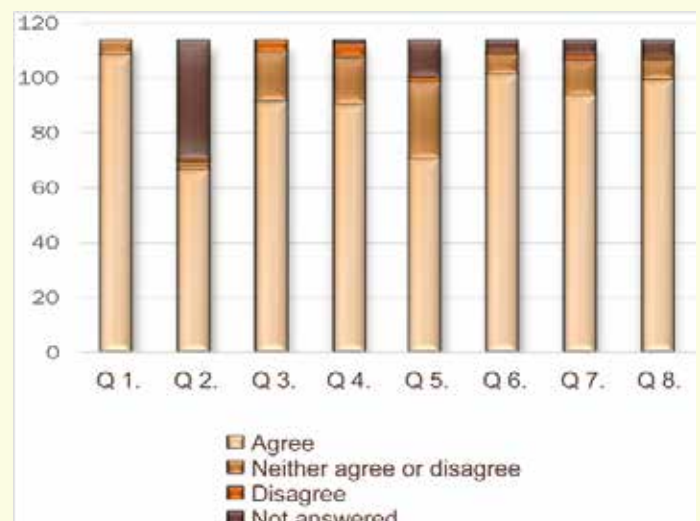


Figure 3: Feedback about services



## ***Strategic Direction 2: Ensure that we continue to be a values based service***

FSN is an organisation that takes a values stand and provides services from this position. As the organisation evolves/grows, we want to ensure that we continue to be a values directed service: that any changes or growth are from this position. To help us keep on track, we plan to regularly review our implementation of our values with board members and staff members.

### **The tasks we have set ourselves**

- Develop our skills to work effectively from a gendered perspective around domestic and family violence
- Develop and implement an Organisation Practice Model and associated project practice models
- Improve our consultation and communication with staff and families
- Create regular opportunities for reflection on organisation values and practice model.

### **What have we achieved**

This year we completed our Organisation Practice Model. This document informs us in an ongoing way about our values and the processes that we believe are compatible with those values and achieving good outcomes. It has been formally adopted by the board and all staff and has informed the development of models of working in each of the funded projects.

We have had four days of organisation training in working where violence is present. These workshops have been solidly embedded in organisation values relating to patriarchy, power and privilege. Workers have become more competent and confident talking with clients about violence and we are seeing some positive outcomes from this. In our staff wellbeing survey in July, 89% of staff who responded believed that we are true to our values.

## ***Strategic Direction 3: Improve our Data Management System***

FSN has an in-house developed data system which has considerable flexibility to respond to emerging needs and provide excellent data about the work that we do. It also supports our reporting to funding bodies, enabling fast upload of required data. However over the time of its development, it has been perceived to take considerable resources and deliver limited advantages.



### The tasks we have set ourselves

- Refine the tools that assist family workers to find and complete the necessary data forms for input into the database
- Develop apps for ease of data entry including from mobile devices
- Conduct a systematic review of all data requirements to assess value of data against its 'costs'
- Simplification of the relationships between entities in the database
- Make better use of the data that we have gathered for supporting service delivery, evaluation and research.

### What have we achieved

Over the year we have focussed on making the system simpler, ensuring that all staff are able to enter their own data, developing apps to make data entry simpler and developing reports that are valuable to staff and management. As well, we have been able to respond to staff requests for new or modified reports from the data. We have developed some new wizards to facilitate easier data entry. At the end of the year, we have embarked on a strategic review of our client information system options.

Notably, data management is no longer commented on as a source of stress in staff feedback. All staff who need to interact with the data system are reporting that our processes are improving and greater numbers are reporting that it is helpful.

### Strategic Direction 4: Improve the organisation's viability

FSN received recurring funding of \$1.85m from a range of state and federal government funding programs as described in *Figure 4: Funding sources*. Over the year we have also received private donations that have supported our work. In particular, we acknowledge the significant financial assistance that we have received from Microsoft & Donortec in the form of IT software and occasional donations from past or present clients who have benefited from the service.

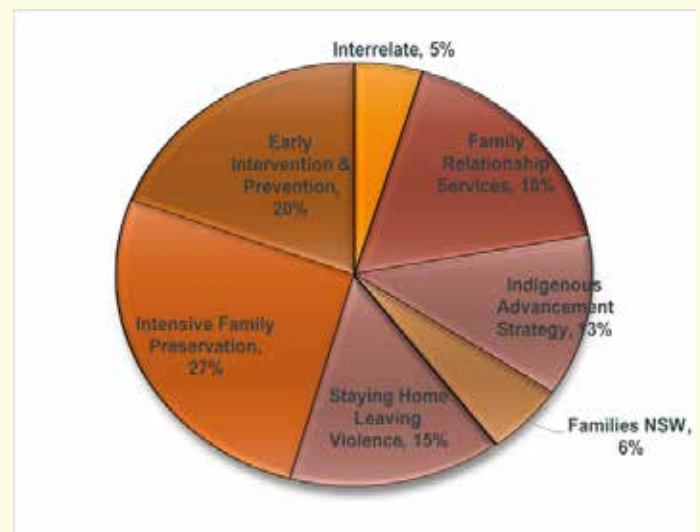


Figure 4: Funding sources

We are aware that our organisation would be more viable and possibly more efficient if our annual income was higher. We plan to grow our organisation over the next 5 years. We continue to apply for appropriate funding streams and are now



well placed to explore possibilities for tapping into philanthropic funding. While the organisation funding this year is higher than last year's, this is only because we received two years of additional funding for the SHLV project in the one year. This funding boost is limited to three years.

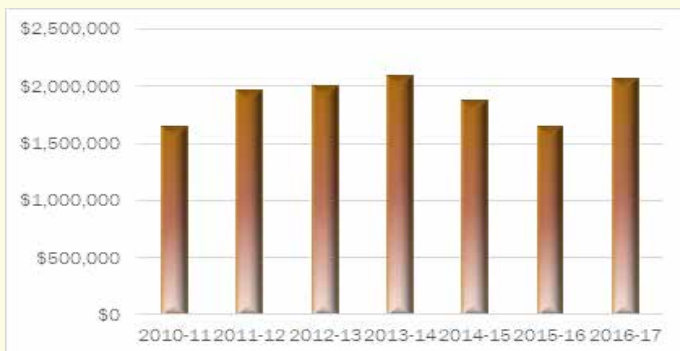


Figure 5: Organisation funding over time

## Strategic Direction 5: Improve our organisation culture

Family work cannot be done effectively by workers who are isolated from a team. We know that the basis of good family work is good relationships. Parallel practice requires that workers have supportive relationships with their peers and leaders. Relationships that are based on a spirit of curiosity and goodwill and confidence that leaders are performing their roles managing accountability and performance requirements contribute to effective work.

In recent years there has been disquiet about our work relationships that have led to people not

feeling confident to share their work or engage in robust or reflective conversations. We are turning this around.

### The tasks we have set ourselves

- Make better use of surveys to canvas staff, board and family opinions
- Implement feedback forums as ways of giving feedback on decisions that are happening within the organisation.
- Use external facilitators more
- Leaders be more explicit about the right conversation with the right people
- Develop clarity about how accountability flows between staff, leaders, CEO and Board
- Develop clarity about performance requirements.

### What we have achieved

The Organisation Practice Model has been developed to guide all our work. We have begun exploring how we incorporate generous curiosity into our work relationships. We have had team training that has encouraged and supported greater sharing of our work with each other – most notably training in writing case notes and working with men who are using violence. Team leaders have taken a clearer stance about expectations in staff relationships. As well the processes of accountability have improved.

Since this work, there has been some improvements in staff perceptions of the supportiveness of the workplace. See *Figure 6: Staff feeling supported by*

colleagues.

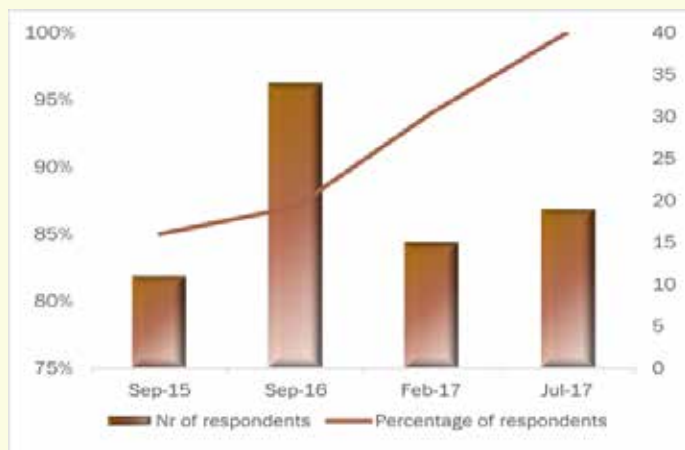


Figure 6: Staff feeling supported by colleagues

### **Strategic Direction 6: Improve our ability to hear from families and be informed by their input.**

Family participation in the processes of decision making creates a more robust and responsive service, which is likely to be most effective in supporting change. It fits with our philosophy of valuing the knowledge, skills and expertise of the people that we work with.

This is an area that we are passionate about but have been doing less and less well over the last 5 to 10 years. It was made worse when we closed the family centre for drop-in activities.

We would like FSN to be known for being connected with families and the local community and working with families to ensure they have a voice within mainstream structures. This may include a number of strands:

- Collaborating with the community
- Collaborating with families
- Consulting with families
- Community building/community development activities
- Doing research with families about families
- Supporting families to advocate for families

### **The tasks we have set ourselves**

- Improve our ability to get feedback from the families that we work with during our work with them and after completion
- Find ways to follow up with families who have limited contact with the service
- Review our written material and ensure that families have input to it
- Ultimately we would like to set up a Newcastle Families Council as a way of services connecting with families and hearing their voices and concerns.

### **What we have achieved**

These tasks are just beginning to be tackled as we end the reporting year. We have had some initial ideas of how we could be consulting with families along the way as we do our work and also six months after completing with families. These surveys will incorporate questions that might give





insight into ways in which we could improve services to the families and will definitely give opportunities for families to give feedback through a third party.

## Highlights and challenges of the year

### ***Our evaluation tools***

This year we have continued the work of understanding what we learn from our evaluation data. Along with other Family Support Services in the region we reviewed the questions that we ask of families at the end of our work with them. This change is reflected in *Figure 3: Feedback about services*. These questions provide a good deal more feedback about the effectiveness of our service in improving the wellbeing of children than our previous feedback.

We have continued with an external review of our client and worker pre and post surveys. And have learnt a lot. Our data provides the basis for a paper on what we have learnt about effective evaluation of the work that is done. We have gathered solid evidence of the limited value of client pre and post assessments in this setting. We have learnt that the accuracy of pre-assessments is significantly impacted by the presence of statutory bodies in the lives of the families that we work with and that clients often do not understand until further along in the work, the extent of the struggles that they have had. Good surveys at the completion of our

work may be the best tools for the circumstances of our work.

### ***Working with Violence***

This year we have continued to research effective ways of working with families where there is violence and child wellbeing concerns and the person using violence is still living in the family. Unfortunately as the year progressed, we had to make the difficult decision to cease our Caring Dads project: a project targeting fathers of Aboriginal children who had used violence in their relationships.

This year we have had 4 days of training provided by staff from the Men and Family Centre in Lismore. They have a long history of providing effective behaviour change programs for men who use violence.

This has led to a number of practice changes including:

- A decision that our first interviews are routinely with individual parents to assess the presence of violence and the appropriate steps for future work
- Safety assessment with both partners
- Starting from an assumption that abuse in some form is likely to be present



## ***Commitment to Indigenous Australians***

Our commitment is to:

- Provide a respectful, safe and welcoming environment for Aboriginal and Torres Strait Islander peoples.
- Provide services appropriate to Aboriginal and Torres Strait Islander peoples in consultation with Aboriginal and Torres Strait Islander peoples and Aboriginal agencies.
- Proudly and visibly support Aboriginal and Torres Strait Islander rights and openly challenge racism in ourselves and others.
- Develop Aboriginal cultural competence.
- Respectfully learn from Aboriginal and Torres Strait Islander peoples, recognising that this is a life long journey.

This year all staff have participated in opportunities to reflect on the ongoing effect of colonisation on Aboriginal people in deeply personal ways. We were particularly touched by an Aunty's story as a member of the stolen generation and her recounting of how this impacts on how she has raised her own children and the struggle to reconcile with her mother and sense of self as an Aboriginal woman.

We received permission this year to have a stall at the Newcastle NAIDOC activities. This gave us an opportunity to be known to more services and families in the local area.

We were all challenged during the process of implementing and then ending the Caring Dads project for fathers of Aboriginal children. It was very disappointing to have to make the decision to cease the project. The project did however provide opportunities for significant learning about some of the challenges of providing these services including the limitations of working in a funding arena with short-term frameworks and high pressure for numbers. As a mainstream organisation we had the ongoing challenge of building trustworthy relationships with Aboriginal organisations and community members. We are currently preparing a report that details what we have learnt from this experience that we hope will be valuable to funders and other services in the sector.

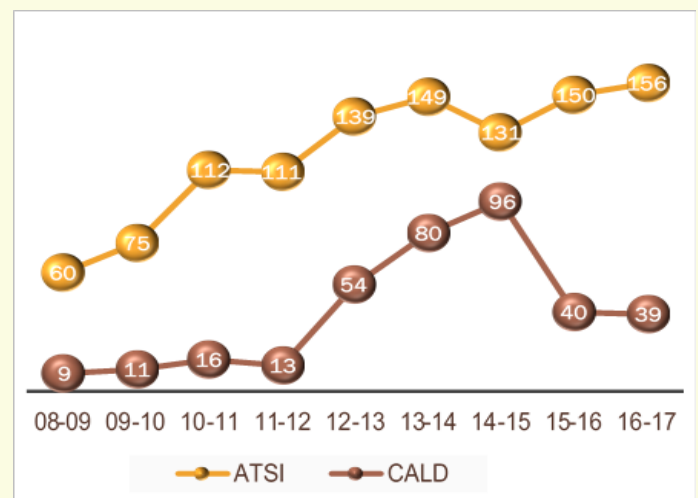


Figure 7: ATSI and CALD clients





## In conclusion

A heart-felt thank you to the families who give us their trust by inviting us into their lives when they are most vulnerable. We continue to be inspired and humbled by their resourcefulness and dignity in the face of the ongoing hardships and the courage that they bring to the work of making their children's lives better.





**FAMILY SUPPORT NEWCASTLE INC.**

**INDEPENDENT AUDIT REPORT TO MEMBERS**

**Report on the Audit of the Financial Report**

**Opinion**

We have audited the financial report of Family Support Newcastle Inc. (the Association), which comprises the statement of financial position as at 30 June 2017, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and the Statement by the Committee.

In our opinion, the financial report of Family Support Newcastle Inc. is in accordance with the Associations Incorporations Act 2009 (NSW) and the Australian Charities and Not-for-profits Commission Act 2012 including:

- (i) representing fairly, in all material respects, the Association's financial position as at 30 June 2017 and of it's performance for the year then ended; and
- (ii) complies with the Australian Accounting Standards and the Australian Charities and Not-for-profits Commission Regulations 2013.

**Basis of Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial report section of our report. We are independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia, and we have fulfilled our other ethical responsibilities in accordance with the Code.

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

**Responsibilities of the Committee for the Financial Report**

The Committee Members are responsible for the preparation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Associations Incorporations Act 2009 (NSW) and the Australian Charities and Not-for-profits Commission Act 2012, and for such internal control as the committee members determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee members are responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee members either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

Liability limited by a scheme approved under the Professional Standards Legislation

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**FAMILY SUPPORT NEWCASTLE INC.**

**INDEPENDENT AUDIT REPORT TO MEMBERS (Cont).**

**Auditor's Responsibilities for the Audit of the Financial Report**

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

A further description of our responsibilities for the audit of the financial report is located at the Auditing and Assurance Standards Board website at: <http://www.auasb.gov.au/Home.aspx>. This description forms part of our auditor's report.

**Matters Relating to the Electronic Presentation of the Audited Financial Report**

This auditor's report relates to the financial report of Association for the year ended 30 June 2017 included on the Entity's website. The Association's Committee members are responsible for the integrity of the Association's website. We have not been engaged to report on the integrity of the website. The auditor's report only refers to the statements named above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of this report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hard copy of the audited financial report to confirm the information included in the audited financial report presented on the Association's website.

*Kirsty Porteous*

Kirsty Porteous - Partner

*DFK Crosbie Partners*

DFK Crosbie Partners  
Chartered Accountants

**Date: 28 September 2017**  
**Warabrook, NSW**

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**AUDITOR'S INDEPENDENCE DECLARATION**  
**UNDER SUBDIVISION 60-C SECTION 60-40 OF THE AUSTRALIAN CHARITIES AND NOT FOR**  
**PROFITS COMMISSION ACT 2012**  
**TO THE MEMBERS OF**  
**FAMILY SUPPORT NEWCASTLE INC.**

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2017 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Australian Charities and Not-for-profits Commission Act 2012 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

*Kirsty Porteous*

Kirsty Porteous - Partner

*DFK Crosbie Partners*

DFK Crosbie Partners  
Chartered Accountants

Date: 28 September 2017  
Warabrook, NSW

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**FAMILY SUPPORT NEWCASTLE INC.**  
**INDEPENDENT AUDIT REPORT TO MEMBERS (Cont).**

**Reporting under the Charitable Fundraising (NSW) Act 1991**

*Audit opinion pursuant to the Charitable Fundraising Act (NSW) 1991*

In our opinion,

- (a) the financial report gives a true and fair view of Family Support Newcastle Inc. financial result of fundraising appeal activities for the financial year ended 30 June 2017;
- (b) the financial report has been properly drawn up, and the associated records have been properly kept for the period 1 July 2016 to 30 June 2017, in accordance with the Charitable Fundraising Act (NSW) 1991 and Regulations;
- (c) money received as a result of fundraising appeal activities conducted during the period from 1 July 2016 to 30 June 2017 has been properly accounted for and applied in accordance with the Charitable Fundraising Act (NSW) 1991 and Regulations; and
- (d) there are reasonable grounds to believe that Family Support Newcastle Inc. will be able to pay its debts as and when they fall due.

*Kirsty Porteous*

Kirsty Porteous - Partner

*DFK Crosbie Partners*

DFK Crosbie Partners  
Chartered Accountants

Date: 28 September 2017  
Warabrook, NSW

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your family, our community



**FAMILY SUPPORT NEWCASTLE INC.**  
**STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME**  
**FOR THE YEAR ENDED 30 JUNE 2017**

Note	2017 \$	2016 \$
<b>INCOME</b>		
Grants Income	2,057,122	1,894,081
Donations	9,768	7,351
Interest Received	7,721	10,933
Other Income	21,770	29,278
<b>TOTAL INCOME</b>	<u>2,096,381</u>	<u>1,941,643</u>
<b>LESS EXPENSES</b>		
Audit Fees	14,903	12,500
Brokerage Expenses	35,623	30,934
Computer Costs	7,248	8,901
Depreciation	6,200	6,326
Amortisation	13,856	12,998
Employee Costs	1,634,359	1,561,132
Equipment	13,171	30,999
Insurance	12,227	10,245
Printing & Stationary	9,803	9,195
Program Activity Costs	27,214	20,397
Provision For Project Completion	128,728	69,292
Rent	15,712	15,914
Repairs and Maintenance	43,580	33,443
Subscriptions	4,063	3,456
Telephone	27,112	26,249
Travelling Expenses	19,592	23,622
Other Expenses	64,139	54,949
<b>TOTAL EXPENSES</b>	<u>2,077,530</u>	<u>1,930,552</u>
<b>NET PROFIT/(LOSS) BEFORE INCOME TAX</b>	18,851	11,091
Income Tax Expense	-	-
<b>NET PROFIT/(LOSS) AFTER INCOME TAX</b>	<u>18,851</u>	<u>11,091</u>
Other Comprehensive Income	-	-
<b>TOTAL COMPREHENSIVE INCOME / (LOSS)</b>	<u>18,851</u>	<u>11,091</u>



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your family, our community



**FAMILY SUPPORT NEWCASTLE INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE YEAR ENDED 30 JUNE 2017**

	Note	2017 \$	2016 \$
<b>CURRENT ASSETS</b>			1,003,907
Cash and Cash Equivalents	3	1,128,102	3,561
Receivables	4	1,112	15,066
Other Assets	5	22,925	
<b>TOTAL CURRENT ASSETS</b>		1,152,139	1,022,534
<b>NON-CURRENT ASSETS</b>			211,477
Property, Plant and Equipment	6	191,421	211,477
<b>TOTAL NON-CURRENT ASSETS</b>		191,421	
<b>TOTAL ASSETS</b>		1,343,560	1,234,011
<b>CURRENT LIABILITIES</b>			186,240
Trade and Other Payables	7	307,317	266,141
Provisions	8	251,275	452,381
<b>TOTAL CURRENT LIABILITIES</b>		558,592	
<b>NON-CURRENT LIABILITIES</b>			15,021
Provisions	8	15,345	15,021
<b>TOTAL NON-CURRENT LIABILITIES</b>		15,345	
<b>TOTAL LIABILITIES</b>		573,937	467,402
<b>NET ASSETS</b>			766,609
<b>MEMBERS' FUNDS</b>			64,148
Reserves	9	41,516	702,461
Accumulated Profits		728,107	
<b>TOTAL MEMBERS' FUNDS</b>		769,623	766,609



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## FAMILY SUPPORT NEWCASTLE INC.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

#### 1 **Statement of Significant Accounting Policies**

##### **Basis of Preparation**

This financial report is a general purpose financial report that has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional requirements and other authoritative pronouncements of the Australian Accounting Standards Board, the Australian Charities and Not-for-profits Commission Act 2012 and the Associations Incorporation Act (NSW) 2009. The Association is a not for profit entity for financial reporting purposes under Australian Accounting Standards.

The financial report has been prepared on an accruals basis and is based on historical costs. The financial report is presented in Australian Dollars.

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

##### **Income Tax**

The Association is exempt from income tax under Section 50-5 of the Income Tax Assessment Act 1997, such as that the exemption will apply so long as the Association's activities and objects do not change.

##### **Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost less any accumulated depreciation and impairment in value.

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

Leasehold Improvements	5%
Motor Vehicles	20%
Furniture, Fixtures and Fittings	10% - 20%

##### **Impairment**

The carrying values of property, plant and equipment are reviewed for impairment when events or changes in circumstances indicate the carrying value may not be recoverable.

For an asset that does not generate largely independent cash in flows, the recoverable amount is determined for the cash generated unit in which the asset belongs.

If any such indication exists and where the carrying values exceed the estimated recoverable amount, the assets or cash generated units are written down to their recoverable amount.

The recoverable amount of plant and equipment is the greater of fair value less cost to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset. Where the future economic benefits of an asset are not dependant on the asset's ability to generate net cash inflows and if deprived of the asset the Association would replace its remaining future economic benefit, value in use is determined as the depreciated replacement cost of the asset.

Impairment losses are recognised in the Statement of Profit or Loss and Other Comprehensive Income in the other expense line item.

##### **Accounts Payable**

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





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## FAMILY SUPPORT NEWCASTLE INC.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

#### **Trade Debtors and Other Receivables**

Trade debtors are recognised initially at fair value and subsequently measured at amortised cost, less any impairment losses. The recoverability of debts is reviewed regularly, with any uncollectable debts written off.

#### **Cash and Cash Equivalents**

Cash and short-term deposits in the Statement of Financial Position comprise cash at bank, term deposit and short-term deposits with an original maturity of three months or less. For the purpose of the Cashflow statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts.

#### **Revenue Recognition**

Grant revenue is recognised as income when received and it has been expended in accordance with the grant funding agreement for the purposes for which it has been received.

Interest revenue is recognised on a proportional basis taking into account the interest rates applicable to the financial assets

Revenue from donations is recognised when donations are received. Revenue from fundraising activities is recognised when cash is received.

Other revenue is recognised as it accrues.

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

#### **Employee Benefits**

##### **Short Term**

Liabilities for wages and salaries, including non-monetary benefits and accumulating sick leave that are expected to be settled wholly within 12 months after the end of the period in which the employees render the related service are recognised in respect of employees' service up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled.

##### **Other Long Term**

The liabilities for long service leave and annual leave are not expected to be settled wholly within 12 months after the end of the period in which the employees render the related service. They are therefore recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period. Consideration is given to expected future wage levels and period of service. A discount rate of the Australian bond rate, matching the estimated future cash outflows has been used.

The obligations are presented as current liabilities in the statement of financial position if the entity does not have an unconditional right to defer settlement for at least 12 months after the reporting period, regardless of when the actual settlement is expected to occur.

#### **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 Tax Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of an asset or as part of an item of expense. Receivables and payables are stated with the amount of GST included. The amount of GST recoverable or payable to the ATO is included as a current asset or current liability in the Statement of Financial Position. Cash flows are included in the cashflow statement on a gross basis. The GST component of cash flows arising from investing and financing activities which are recoverable from or payable to the ATO are classified as operating cash flows.

#### **Other Information**

The Association, being incorporated in NSW, Australia under the Associations Incorporation Act 2009 has its registered office and principal place of business at 61-63 Scott Street, Newcastle.