

# 2019/2020 ANNUAL REPORT

## Mornington Community Information and Support Centre Inc





## About Us

The Mornington Community Information and Support Centre Inc (the Centre) is a community based, incorporated association (Reg. No. A0005512Y) and registered charity (ABN 91 482 731 425). It is a Public Benevolent Institution (PBI), endorsed as a Deductible Gift Recipient (DGR) and is Income Tax Exempt.

It was established at a public meeting held on the 24th November 1982. It opened for business on 31st October 1983 from premises at 320 Main St Mornington and became an incorporated association on the 28th June, 1985. The official opening of extensions to the Centre, was held on 3rd September 1999.

The Centre is governed by an independent, volunteer committee of management. It is managed and operated by a full-time Manager, a full-time Community Support Worker, a part time Volunteer Co-ordinator, a part-time Tourism Coordinator, three part-time Tourism Officers and over 120 volunteers. We are also an active member of Community Information and Support Victoria (CISVic), the state peak organisation representing community information and support centres.

Over the years, the Centre has sought to develop services in response to community needs. It provides general and tourist information to residents and visitors to Mornington and support services to residents in Mornington, Mt Martha, Mt Eliza and Moorooduc.

It is able to do this as a consequence of an annual grant from the Mornington Peninsula Shire Council, which significantly contributes to our operating costs and also through the provision and maintenance of the Centre's building. The balance of our funds is generated from a range of grants, community donations and our own fund-raising.

**Motto:** Community Supporting Community

**Vision:** To meet the information and support needs of residents of the Mornington area and visitors to the Peninsula

**Mission 1:** The MCISC provides information, referral and support services to assist people experiencing personal and financial difficulties in Mornington, Mt Martha, Mt Eliza and Moorooduc.

**Mission 2:** The MCISC provides visitor information services to residents of the local area and visitors to the Mornington Peninsula.

**Values:** Respect – Integrity – Compassion – Generosity



## Committee of Management

<b>President</b>	<b>Allan Fleer</b>	<b>Community Representative</b>
<b>Vice President</b>	<b>Monica Baber</b>	<b>MCISC Volunteer</b>
<b>Secretary</b>	<b>Fran Chambers</b>	<b>MCISC Volunteer</b>
<b>Treasurer</b>	<b>John Costello</b>	<b>MCISC Volunteer</b>
<b>Committee Members</b>	<b>Susan Clavin</b>	<b>Community Representative</b>
	<b>Sam Stidston</b>	<b>Community Representative</b>
	<b>John Riddle</b>	<b>MCISC Volunteer</b>
	<b>Robin Cooper</b>	<b>Community Representative</b>

## Staff

<b>Stuart Davis-Meehan</b>	<b>Manager</b>
<b>Yvonne Anderson</b>	<b>Case Worker/Assistant Manager</b>
<b>Amanda Race-Lyons</b>	<b>Volunteer Coordinator</b>
<b>Shelley Dewerson-Bogue</b>	<b>Fresh Food Co-ordinator (commenced 24/4/20)</b>
<b>Sabine Willert-Dettmer</b>	<b>Tourism Coordinator</b>
<b>Rosemary Dennys</b>	<b>Tourism Officer (retired 16/3/2020)</b>
<b>Louise Smith</b>	<b>Tourism Officer</b>
<b>Betty Lotscher</b>	<b>Tourism Officer</b>

## Life Members

<b>Neil Taylor</b>	<b>Stephen Alty</b>	<b>John Riddle</b>
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## President's Report – Allan Fleer

I began last year's report by saying that in some ways the year had been "more of the same". Nothing could be further from the truth this year! For the Committee of Management, our staff, volunteers, clients and others associated with the Centre, the world has been turned upside down. Our staff team has again displayed its ability to initiate and implement the directional shifts required to meet the complex needs of the community we serve, during a time of unprecedented change. This has meant that not only altering "what we do" but "how we do it", often with little or no prior notice. A huge thanks to our staff: Stuart, Yvonne, Amanda, Shelley, Sabine, Louise and Betty.

These changes have led to an enforced break from the normal duties for many of our staff and volunteers. We know that most, if not all, of them are as keenly looking forward to resuming their roles, as we are to having them back on board. We especially thank the volunteers who have been busily "picking and packing" and "delivering" the very large number of food parcels we have been supplying to households across our areas of operation each Thursday and Friday. Our volunteers represent the lifeblood of the organisation and have been crucial to what we have achieved to date and what we plan to achieve in the future.

A special thankyou to the Mornington Peninsula Shire Council, which provides the funding that largely covers our wage and salary costs, as well as providing the physical facility from which we operate. Other ongoing Government assistance comes from the Federal Department of Social Services and the Victorian Department of Health and Human Services. I would also like to thank the many other very valued supporters who provide ongoing or intermittent contributions by way of financial or "in-kind" donations.

This year we have had a number of significant "one-off" donations as a result of the COVID-19 crisis and they have ensured that our financial position remains strong and stable. Accordingly, in the Committee's opinion, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

During the second half of the financial year, the Committee of Management has, with the guidance and assistance of our Manager, Stuart, made a number of changes and taken a number of initiatives to adapt to our very rapidly changing circumstances. The Committee has resumed regular monthly management meetings albeit using "ZOOM" technology which is now familiar to many in the community. This has enabled us to continue to concentrate on our governance responsibilities, which after all, is our primary purpose for being.

I wish to thank the Committee members for their expertise and the input they have continued to provide to the Committee and the governance of the Centre. In particular, my thanks to Monica Baber (Vice-President), Fran Chambers (Secretary) and John Costello (Treasurer) for their hard work and contributions as part of the Executive. My special thanks to Susan Clavin, Robin Cooper, John Riddle and Sam Stidston for their highly valued contributions and ongoing support. It has been a privilege to Chair the meetings with a group so competent, passionate and involved in all areas of the Centre's activities.

Once again, my thanks to all our supporters, staff and volunteers for having made this another great year in spite of the extremely difficult circumstances within which we have had to operate!

## Manager's Report – Stuart Davis-Meehan

I would like to commence my report in the spirit of respect, by acknowledging the traditional custodians of the land upon which we live and serve, the Boon Wurrung and Bunurong people of the Kulin nation and pay my respects to their elders past, present and emerging.

It is with great pleasure that I present my third annual report in the role of Manager at the Mornington Community Information and Support Centre.

The year 2019-2020 was a huge year for us at the Centre, so, I apologise in advance for the length of my report. Also, as I am writing this report whilst we are in Stage 4 lockdown due to the COVID-19 pandemic, I have added a section on impacts and responses, not all of which occurred in the 2019/20 financial year, but worth recording at this time. I note that we started actively responding to the pandemic threat during the week of the 16<sup>th</sup> March and are still subject to it at the end of October, more than 7 months later.

I would like to start by thanking all the members of the Committee of Management of the Centre. I thank them for their support and for their active participation in strategic planning, risk management and fundraising, in addition to their monthly participation in governance meetings.

I would also like to recognise and thank all our staff and volunteers for always going that extra mile. In particular, I would like to thank Yvonne, Amanda and Shelley for their sterling efforts throughout the pandemic. It required an extra effort to keep providing our services and to significantly re-model how we provide some of them during the pandemic.

### Programs

It gives me great pleasure to provide the following reports on each of our programs.

#### Community Information

A mainstay of our programs is the provision of free, unbiased, confidential and comprehensive community information and referral services which assist people to be aware of their rights and responsibilities and the services available to them.

We do this through:

- Providing face to face and over the phone information and referral;
- Displaying over 300 brochures from organisations covering employment, health, income, legal, accommodation, support, transport, community, education and environment;
- Promoting local events on our Community Information Board; and
- Supporting organisations to list in the Mornington Peninsula Shire's online Community Information Directory. We also had hard copies of the Directory to give away.

In 2019/20, overall, we responded to 17,921 enquiries from 16,529 visitors and local residents. Over a 7-day week, on average, this equates to 49 enquiries from 45 people per day. These numbers are down from the previous year, mostly due to the fact that the Centre was closed to clients from 25<sup>th</sup> March and our weekend Tourism service was closed from 21<sup>st</sup> March.



### Visitor Information

From July till late March, we offered visitor information services from the Centre, 7 days a week; during business hours on weekdays and from 10am – 4pm on Saturdays and 10am – 2pm on Sundays. We also opened on public holidays. We closed our weekend service on 21<sup>st</sup> March and at the time of writing, have not yet re-opened.

During the 9 months that we were open to the public, we responded to 2,856 visitor information enquiries from 2,218 visitors. Over 7 days a week, on average, that represents 11 enquiries from 8 people per day. This compares to 12 enquiries per day from 9 people in the previous year.

Our dedicated and professional team consists of a Tourism Co-ordinator (Sabine Willert-Dettmer) and 3 Tourism Officers (Louise Smith, Rosemary Dennys and Betty Lotscher) and a group of equally committed tourism volunteers, who work at the Centre on weekends and public holidays.

We would like to thank those local companies (approx. 80) that continue to support our work through active and paid membership of our Visitor Information Centre. A full list of our members can be found on our website.

### Emergency Relief

Emergency Relief is the program that we provide to those people in our community who are in need of short-term financial or material assistance. This often manifests itself as food insecurity and financial stress.

The main forms of assistance provided included:

- Food from our pantry
- Food vouchers
- Telstra vouchers
- Myki cards
- Pharmacy assistance
- Clothing from our Op Shop
- Financial assistance

Funding for this service comes from:

- the Commonwealth Department of Social Services (through a CISVic consortium of service providers);
- our Crisis Fund, which was funded by the R.E. Ross Trust;
- Telstra, which provides us with \$7,000 worth of vouchers each year; and
- Community donations.

This year we were able to assist 619 families and individuals on 1,549 occasions through our emergency relief program. Over a 5-day week, throughout the year, this equates to 2 occasions of service per day. Whilst we continued to provide this service by phone interview throughout the pandemic, closing the Centre to the public on 25<sup>th</sup> March, impacted the number of clients accessing this program. There was a noticeable reduction in the number of people seeking assistance from this program during the 1<sup>st</sup> wave pandemic restrictions and since, with as little as 4 clients requesting assistance during the week



commencing 4<sup>th</sup> April. The value of the assistance provided to clients through this program was \$90,900.00.

Some other interesting statistics about those people that we interviewed, include:

- 58% were women
- 53% were aged between 40 yrs – 64 yrs
- 37% were aged between 20 yrs – 39 yrs
- 77% came from Morningson
- 84% were born in Australia
- 3% identified as Indigenous
- 87% of clients received a government payment as their main source of income:
  - o Newstart/JobKeeper Allowance 36%
  - o Disability Support Pension 38%
  - o Parenting Payment 10%
  - o Age Pension 6%

This program is largely provided by trained Community Support Worker volunteers and I would like to thank them all.

#### Case Worker

Our Emergency Relief and some other programs are overseen and supported by our full time Community Support Worker, Yvonne Anderson. Yvonne offers one-on-one client support to those clients with more complex needs and who may require more intensive longer-term assistance and support. Yvonne also provides an enormous amount of operational support across all our programs. Having worked with the organisation now for some 9 years, Yvonne is often our go-to person for information about the Centre's operations and also provides support to the Manager, in the role of Assistant Manager. Her commitment to the Centre was exemplified by her amazing contribution throughout the pandemic.

#### NILS

It was once again our privilege to be able to offer our clients access to The Good Shepherd Microfinance No Interest Loan Scheme, providing safe, fair and affordable loans for people on low incomes. We operate as the Client Service Provider, promoting the scheme and conducting the initial loan interviews, gathering the necessary information and authorities and submitting the application to our partners at The Cockatoo and Hills NILS, as Loan Providers, for assessment and hopefully, approval.

Loans can be issued for up to \$1,500 and can be used for essential goods and services including household items, medical and dental services, education essentials and car repairs and registration.

In 2019/20, we were able to secure a total of 51 loans (an increase of 27% on last year) with a total amount loaned of \$53,923.

A huge thank you to our volunteer Tracey Smith for her dedication and commitment to ensuring we continued to deliver this important program.

### Tax Help

Tax Help is a free service offered to low income clients (up to \$60,000/annum) by the Australian Taxation Office through a team of ATO trained volunteers. It provides tax advice and online lodgment of personal tax returns for most individual taxpayers (certain eligibility criteria apply). It is free and confidential and available from 1st July – 30th October each year.

In 2019/20, we assisted 76 people with Tax Help.

Thanks to our Tax Help Volunteers Carole Burgess, Dale Lee and Mark Duque for providing this program.

### Fresh Food Program

Our Fresh Food Program is part of our commitment to address food insecurity in the local area and we have been successfully providing this program since 2013.

This year the Program was a program of two different parts.

#### Part 1

Through until the 1<sup>st</sup> wave COVID-19 restrictions were imposed, the program was provided from St Mark's Uniting Church, every Thursday morning. The service model included unpacking several pallets of rescued fresh food from SecondBite and displaying it on tables, from which people could choose the food they wanted.

SecondBite exists to provide access to fresh, nutritious food for people in need across Australia. It does this by stopping good food from going to waste and giving it to people in need, free of charge, through 841 food programs across the country, including the MCISC Fresh Food Program.

Thanks also to Woolworths at Benton's Square, which donated bread for the program.

We also provided a distribution point for the following organisations who collected food for their own services and clients:

- St Vincent de Paul
- Mornington Park Primary School
- VincentCare Victoria
- St Mark's Uniting Church
- Mornington Peninsula Youth Services
- Mornington Park Pre-School
- Women's Housing – Camelia Court
- Mornington Secondary College
- Fusion
- The Briars Homestead (collect waste for compost)

In addition to distributing food to the above organisations, in the first part of 2019/20 (35 weeks), we distributed 2,707 individual fresh food parcels to clients experiencing food insecurity. On average, we assisted 77 individuals and families per week.

Thanks also to Jaki Wilkinson, owner of Salon Envy Hairdressers, for providing free haircuts every 6 weeks at the program, as part of a national program called "Hair Aid".

A huge shout out of thanks to Shelley Dewerson-Bogue and Kaye Crellin, our amazing Fresh Food Coordinators and to our team of volunteers who make this program happen.

### Part 2

In April, when 1<sup>st</sup> wave restrictions were introduced, the program moved from St Mark's to our Centre. In an attempt to reduce the number of people coming out, lining up and attending the Centre, the program changed to a delivery model. We arranged for those previous clients who wanted a delivery to register for a delivery every Thursday. On our first week we delivered to 65 households and by the end of the June we were delivering to 120 households. For the last 3 months of the year we delivered fresh food parcels to 1,166 households, an average of 90 households per week. (PS: In the week commencing 7<sup>th</sup> September 2020, we delivered fresh food parcels to 146 households)

We employed Shelley Dewerson-Bogue in the part time role of Fresh Food Co-ordinator in April to manage the increased workload involved in the changed service delivery model. Thankyou also to our packing team of volunteers who unloaded and packed food parcels every week. Also, thanks to those existing and new volunteers who took on the role of delivering food to people's homes.

### Overall

Overall, we provided fresh food to households on 3,873 occasions, an average of 74 households per week throughout the year. This was an increase of 35% on the previous year. (PS: In the first 2 months of 2020, we have delivered fresh food to 1,233 households, an average of 137 deliveries a week. This is an 85% increase on the 2019/20 average).

### Community Meals

In its 7th year of operation, we continued to provide a free, 3 course meal on Monday nights throughout the first 9 months of the year in the Freemasons Hall in Barkly St. The meals are cooked by the staff and students of GenU, a local service provider working with people living with disability, the aged and disadvantaged. We transitioned from a sit-down meal to a takeaway meal for 3 weeks from 16<sup>th</sup> March, before closing the program due to COVID-19.

For the 9 months from July to the end of March we provided 921 meals, at an average of 24 per week. This average was a 20% increase on the number of weekly meals from the previous year. We welcomed 42 guests at the Meals Program annual Christmas dinner.

A huge thanks to Denise Tsotras, our volunteer Program Coordinator and the fantastic team of volunteers, who continued to provide this much needed local service.

### Needle and Syringe Program

We operated a fixed site needle and syringe program, as part of the harm minimization program of the Victorian State Government. It is the only such program in the Mornington area. Clients are able to obtain clean needles and syringes at no charge and return used needles for safe disposal. It was particularly important for us that we continued to provide this service throughout the pandemic restrictions. In 2019/20, we had 1,490 requests and gave out 21,292 needles/syringes.



### Christmas Lunch

Once again, we auspiced the Christmas Day lunch at the Senior Citizens Hall, from 12pm to 2pm, for local residents who would otherwise be on their own on Christmas Day. The lunch was open to residents living in Mornington, Mt Eliza, Moorooduc, and Mt Martha. This year we had 118 attendees. With 77% of guests coming from Mornington, 18% from Mt Martha and 5% from Mt Eliza.

The lunch has been held for 20 years. A huge thanks to Paula Creek from Functioning Together, who has managed it for the last eight years and to her band of volunteers.

Thanks to Mt Martha Community Bank for their support and also to the Shire for providing the traditional Christmas lunch through Delivered Meals and those local businesses and organisations that donated goods and services for the lunch.

Thanks to our local donors: Bakers Delight Bentons Square, Cater Hire, Chemist Discount Centre Bentons, Coles Mornington, Dan Murphy's Mornington, Foxeys Hangout, IGA Mt Martha, Lions Club Mornington, MCISC, Moorooduc Estate, Mt Martha Primary School, Senior Citizens Club, Sunny Ridge Strawberry Farm, The Grand Hotel, Trofeo Estate, Woolworths Bentons Square, Woolworths Mornington and Zonta Mornington

### Christmas Hampers

This was the second year that the Centre had run the Mornington Christmas Hamper program. Thanks to Amanda for coordinating the program and to the team from Vinnies who continued to be involved.

Thanks also to Food for All, the Toy Run, the Toni Kaye Foundation, Watsons, the Tallis Foundation, Bunnings, all the schools and businesses that provided toys and our volunteers for all the hard work they put in to make this happen.

We had some different challenges this year with the unavailability of The Studio to work from, due to the building works associated with the new Mornington Community House. It meant that we had to pack hampers from St Mark's Uniting Church, then transport them to Padua College for storage and then to the Peninsula Community Theatre for distribution. Thanks to St Mark's and Padua College and also to the Shire for their assistance.

We gave out total of 356 hampers to local residents and 345 major presents for children who otherwise would miss out on a gift at Christmas time.

### Community High Teas

In our third year, we held one Community High Tea event, in September.

Thanks to again to Paula Creek, of Functioning Together, who came up with the idea of holding and also runs our High Tea experience for local people who live on their own and in particular, people who are socially isolated, have insufficient funds to attend social outings or who don't have connections within their local communities of Mornington, Mt Eliza, Mt Martha and Moorooduc. Thanks also to those who volunteered to ensure the event ran smoothly.

A total of 60 people attended the event this year.

Various levels of funding were received from Mornington Peninsula Shire, Mornington Community Information and Support Centre, Susan Clavin Real Estate, and Mornington Peninsula Foundation. The

events were also supported by MoreISH Catering and Bay Events with entertainment provided by magician, Cath Jamison. Lucky door prizes were donated by Blooms on Bentons.

Paula also identified the need for regular Community Lunches for people aged 65+ and she put in a significant amount of energy into organising our first lunch in May 2020. Unfortunately, it had to be cancelled due to COVID-19.

#### Meeting Room Hire

We continued to hire out our meeting room (Helen Hendrey Room) to a wide range of businesses and organisations through until the end of March. We installed a new 86" TV (donated by the Toni Kaye Foundation) in the room which we hoped to use to hold regular social events, however, COVID-19 intervened.

We thank the Shire for giving the room a complete re-paint in January, 2020.

#### Beach End Op Shop

We continued to operate our own social enterprise in the form of the Beach End Op Shop, throughout the year until 22<sup>nd</sup> March. It is located at 70 McLaren Place and was open Monday to Friday 10am – 4pm and on Saturdays from 10am – 2pm.

It is called the Beach End Op Shop, because when it was first opened in November 2015, it was located at 10A Main St, next to the Police Station and was obviously at the “beach end” of Mornington.

The shop is run by volunteers and supports our local community in a number of very significant ways.

Firstly, it provides a service to those people living in our community who cannot afford to buy new clothes.

Secondly, it provides an opportunity for people to recycle their unwanted clothes. In an era, internationally, when we have such a problem with clothing waste going to landfill, this is important work. You can drop off unwanted clothes to the shop, during opening hours.

Thirdly, it provides much needed financial support to the MCISC. In 2018/19, it raised some \$22,000 towards the operation of the Centre.

Lastly, it provides an opportunity for local people to contribute to the local community through volunteering and how lucky we are to have such a wonderful group of volunteers, who give of their time on weekly basis, to staff the shop and support the work of MCISC.

We ran our second Op Shop Fashion Show in National Op Shop Week 2019. This year we moved to the larger hall at St Marks Uniting Church because the first one was so successful and we knew this year would be bigger and better. And it was! Thanks to all involved and particularly to Susan Clavin, our MC and Rab Saddhi our videographer.

I would like to recognise and thank Carol Saunders for her significant contribution as the Op Shop Co-ordinator throughout the year until February 2020 and to Pauline Farnsworth for taking on the role for the remainder of the year. I would also like to recognise the valuable contribution made by Kay Crellin.



### Volunteering Hub

We continue to run a Volunteering Hub in conjunction with the Shire. The Hub provides an opportunity for people to enquire about volunteering and volunteering opportunities on the Peninsula. The Hub is linked to the Shire's "Vol Morn Pen" website where organisations can promote their volunteering opportunities. We know that there are approximately 25,658 volunteers on the Peninsula, and we want to make it as easy as possible for more residents to engage in what is a fantastic community/connection building activity.

### Homelessness Hub

Our Homelessness Hub is progressing. Work started on the new bathrooms on 10<sup>th</sup> June and at the time of writing (October) are finished. Ultimately the Hub will include a hot shower for people experiencing homelessness and 24/7 accessible lockers to provide a safe storage facility for their belongings. As part of the bathroom upgrade, the Shire is also going to upgrade our entry/exit doors on the front and the rear of the Centre.

## Non-Program Activities

I also want to report on the enormous amount of work done "behind the scenes" and in addition to the work done through our formal programs.

### Marketing/Branding

A huge thanks to our Fundraising Sub-Committee who worked hard to make the following happen:

- We developed a marketing plan which focused on promoting raising awareness of both service streams – Visitor Information Services (Tourism) and Support Services
- We updated our Community Support Services brochure
- We launched a new website
- We developed a new letterhead set of letterheads (General, Support Services, Visitor Information Services)
- We ran a fundraising letter campaign in the lead up to Christmas
- We undertook a review of the external signage on the Centre

### Volunteers

Pre-COVID we had some 120 volunteers. During the year, we started holding regular "round tables" with our volunteers. The aim of the sessions was to provide an opportunity for volunteers to hear firsthand about any changes/new initiatives, to raise issues, to identify any WH&S risks and to have staff answer any questions.

We conducted a satisfaction survey of our volunteers. We received 32 completed surveys which represented a return rate of approximately 27%. Overall, while there is always room for improvement, the following results are reflective of the volunteer experience at MCISC:

- 100% of respondents felt they were adequately supported in their role.
- 97% of respondents stated that they were provided with adequate supervision to carry out their role.
- 97% of respondents felt valued by staff and other volunteers, with only 1 respondent stating "mostly".
- 80% of respondents thought they had adequate training for them to carry out their role. 17% said "Yes and No" and only 1 person said "No".



- 74% of respondents rated their overall experience of volunteering at MCISC as “excellent”. A further 3% rated it as “very good” and 23% rated it as “good”.
- 69% of respondents rated their level of confidence in performing their work at MCISC as high, 10% said “Medium (getting better)”, 22% as medium and zero stated their level of confidence as low.

Thanks to Amanda, not only for the work she does with and for our volunteers, but also for stepping up to fill in as required during the pandemic.

#### Risk Management Sub-Committee

The Risk Management Sub-Committee met on 2 occasions throughout the year. Of particular note is that it recommended to the Committee of Management to engage Katherine Stacey from Mercer Marsh Benefits to undertake a Gap Analysis in relation to our work, health and safety policies and procedures. The project has commenced but has been delayed due to COVID – 19.

#### Students

We hosted two excellent student placements, Jo Kidder and Shannon Smith, throughout the year.

#### New Activities

- In January and in conjunction with Providence Health and Glenn Cleary, we started running the Mornington Peninsula Pizza Appreciation Society from the Centre on a monthly basis. It was a free, inclusive support group for anyone experiencing anxiety and/or depression. A huge thanks to Giuseppe’s Pizza, Wilsons Rd Mornington for providing the group with pizzas. We had to stop running the group in April due to COVID-19.
- In February, in conjunction with Launch Housing, we started a weekly daytime friendship group, initially for a 6-week period. We had 8 people attend and activities included coffee, movies and a visit to the Eagle. COVID-19 interrupted the program, but we hope to re-start it when we can.
- We registered to become a sponsor under the Work and Development Permit Scheme, run through the Peninsula Community Legal Centre. The scheme is a social justice initiative of Fines Victoria that allows eligible people to “work off” their unpaid fines by engaging with health practitioners and organisations (known as sponsors).
- We partnered with Mt Martha Rotary Club and Fair Game in the GOOD SPORTS program. We put a 240 litre wheelie bin in the Centre and encouraged people to donate their secondhand sporting equipment which is then distributed to children in some of the most remote and under-served communities in Australia. Throughout the year we were able to fill the bin 5 times.
- In conjunction with DHHS and a number of other agencies we commenced providing monthly BBQs at a nearby public housing estate. The aim of the BBQs was to increase tenant engagement with support services and increase social inclusion. A huge thank you to Susan Blackmore from DHHS for her support of this program.
- We joined GOOD 360 so we could access free items that may assist our clients.

- After years of advocacy we were successful with a bid for funds from the Shire 2019/2020 budget to upgrade our bathrooms, to bring them up to code and to include a hot shower for people experiencing homelessness. Works commenced on the 10<sup>th</sup> June and at the time of writing (October 2020) they are finished. During the process, however, the Shire identified that the front and rear doors the Centre needed replacing and work is expected to commence on that project soon.
- We continued to host the weekly outreach placement of a financial counsellor from Casey North Community Information and Support Service, at the Centre.
- Likewise, we supported the fortnightly placement of a Community Health Nurse, from Peninsula Health, at the Centre.
- We took a leadership role in protesting the closure of the Mornington Centrelink and Medicare Office. We received significant support from the Shire and from the Mornington News newspaper, with a number of front-page articles. We also hosted an online petition signed by 1,748 people and planned an onsite protest for 18<sup>th</sup> March. Unfortunately, the onsite protest had to be cancelled due to COVID-19. Fortunately, a decision was made by Centrelink to remain open for a further period of 3 months and then a further 6 months. Whilst Centrelink has established an Agency at the local Post Office, the office remains open for the time being.

#### Upgrades

We undertook a range of upgrades and additions to our equipment at the Centre including:

- New computers
- New VOIP phone system
- New merchant facility
- Replaced air conditioners in the Op Shop and Centre
- New outside lighting on the Centre to combat graffiti
- Installed safety fence at entrance to meeting room
- New Television (donated by the Toni Kaye Foundation)
- New photocopier
- We installed a #pinkbox

#### Community Development

A major aim of our organisation is to actively contribute to and advocate on behalf of our local community, including through membership of the committees of Mornington Peninsula Housing Network, Mornington Peninsula Triple A Housing Committee, Peninsula Voice, Mornington/Mt Martha Inter Church Network and the Mornington Community House Advisory Committee.

Formal presentations were given to Mornington Country Women's Association, Balcombe Probus Club, Mt Martha Rotary Club, MP Volunteering Network, Mornington Rotary Club and Mornington Peninsula Shire staff.



## COVID-19

The COVID-19 worldwide pandemic had an enormous impact on our service provision from the week commencing 16<sup>th</sup> March through until the end of the financial year (the period of this report) and beyond. As of the middle of October 2020, the significant impact continues. We were formally identified as an essential service early on and have continued to provide most of our services throughout the pandemic, although slightly modified. Our responses to the pandemic and associated restrictions, included (in some chronological order):

- We implemented a range of specific COVID- 19 procedures for staff/volunteers: washing hands, a more intense and regular cleaning regime, social distancing, stay at home if you are sick etc
- Closed our Op Shop (22/3/2020) We did re-open the Op Shop on the 26<sup>th</sup> May on reduced hours but closed again on 6<sup>th</sup> July. A huge shout out to our landlord for his support during this time.
- Ceased our Meals Program (23/3/2020)
- Closed our Visitor Information Centre on weekends (23/3/2020)
- Closed the Centre to the public and advised all 80 volunteers to self-isolate at home and not to come to the Centre. We continued to provide ER support services on a phone in basis. We placed a table at the open door during business hours to enable continued access to our bread program and to our Needle and Syringe Program. As an identified Essential Service, staff were able to continue to work from the Centre.
- Changed the Fresh Food Program model to a delivery only service. (2/4/2020) As of the October 2020, we have made 2,978 deliveries of fresh food and non-perishables. We ceased renting out our meeting room, to allow the Fresh Food Program to take over the Helen Hendrey Room.
- Started receiving regular deliveries from Pets of the Homeless
- Started receiving weekly non-perishable food deliveries from SecondBite (9/4/2020) As of the 24<sup>th</sup> July, the retail value of these deliveries was in the order of \$120,000.
- Volpinos Restaurant started providing us with 50 cooked meals per week. (6/4/2020) They continued to do this through until mid-October and continuing. We have also been receiving 50 cooked meals from Toorak College since 11/5/2020 and continuing, RACV from 29<sup>th</sup> May and continuing, Port Phillip Estate with funding support Street Smart from August until mid October, Sikh Volunteers Australia (20 meals a week from late September) and regular meals from Home Ground from early October. As of the 19<sup>th</sup> October 2020, we have received and distributed 4,170 cooked meals.
- Mornington Rotary donated a commercial fridge and Mornington Lions a freezer to assist with our need for increased food storage.
- A huge shout out to the Mornington Peninsula Shire which provide significant support to us during the first months of the pandemic including: introduction to the Oz Harvest Food Box Essentials program, purchase of 2 eskis to transport cooked meals, collecting and delivering our commercial fridge from St Andrews Beach, rental of a cool room, promoting our Centre through Shire communications, providing us with a staff person from the Mornington Library (Julie Harvey) on Thursday and Friday to staff the reception for 8 weeks, provision of some 5,000 Woolworths bags for our food deliveries and the provision of some \$28,000 worth of non-perishable food.
- During August we had to provide all staff and volunteers with Permitted Worker Permits and developed a formal COVIDSafe Plan.
- We received and distributed over 5,000 single use and re-useable masks from the DHHS, the Shire and Boomerang Bags at Mt Martha.



- We received COVID related funding from a range of sources including DSS, Ross Trust, RM Ansett Trust, JobKeeper and other Federal and State Government support.
- In addition to closing some of our programs, we did not proceed with a range of other planned activities including Stable One, Excelsis performance, Community High Teas, Community Lunches and our newly established Friendship Group. We have started planning for our Christmas Programs which we hope to be able to offer on a modified basis.

#### **Helen Hendrey OAM (1937 – 2020)**

I want to recognise the passing of Helen Hendrey. Helen passed away on the 1<sup>st</sup> August, 2020. Helen was our first Manager, a role she held for 18 years. In 2003, she received an OAM for services to the peninsula community. She was also a Life Member of CISVic. Our meeting room is named in her honour. It was my privilege to meet her when she attended our 2018 Annual General Meeting.

## Gratitude and Acknowledgement

We would like to acknowledge the individuals, groups and businesses who support MCISC throughout the year. We thank you and express our sincere gratitude on behalf of the Centre and our community.

Amcal Chemist, Mornington	Telstra	Mornington and Mount Martha Rotary Clubs
Toni Kaye Foundation	Knit One Give One (KOGO)	Salvation Army, Mornington
Bakers Delight, Mornington Central	Neil Taylor	Second Bite
Brian and Margaret Goding	Mornington Library – Food for Fines	Share the Dignity
Bunnings, Mornington	Mornington Peninsula Shire Council	Home Ground
Volpinos Restaurant	Mornington Village Shopping Centre	St Mark's Uniting Church, Mornington
Community Information & Support Victoria (CISVic)	Mount Martha Community Bank	Mornington Cricket Club
Heritage Farm	Mornington Christian Church	St Vincent de Paul, Mornington
Danks Trust	Mornington Lions Club	Stidston Warren Lawyers
R E Ross Trust	Mt Eliza Uniting Church	BP Mt Eliza
DSS	Mums Supporting Families in Need	Morven Manor Knitters
Functioning Together	Peninsula Retirees	Individual donors
Peninsula Voice	All our Volunteers	Chemist Warehouse Mornington
Country Women's Association	DHHS	The Mornington Retirement Village
Good Shepherd Microfinance	RE Ross Trust	Woolworths, Bentons Square
Toorak College	RACV	Back Pack Beds
Jim Thomas	Mornington Community House	Oz Harvest



**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC.**

**Opinion**

We have audited the financial statements of Mornington Community Information & Support Centre Inc (the association), which comprises the Statement of Financial Position as at 30 June 2020, the Operating, Emergency Relief, Crisis Fund and Christmas Hamper Income and Expenditure Statements, Statement of Changes in Equity and Cash Flow Statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, (or give a true and fair view of) the financial position of the association as at 30 June 2020, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (AASB's), *the Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012*.

**Basis for 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 Statements section of our report.

We are independent of the Association in accordance with the independence requirements of the *Corporations Act 2001*. We have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Other Information**

Management is responsible for the other information. The other information comprises the information included in the report but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Going concern**

Management's use of the going concern basis of accounting appears to be appropriate and based on the audit evidence obtained, there is no material uncertainty existing related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern.

**Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is 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 management either intends to liquidate the Association or cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Kidmans Partners Audit Pty Ltd

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Victoria, Australia 3103

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**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC. (CONTINUED)**

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are 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 Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud and 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 these financial statements.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion.


Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Kidmans Partners Audit Pty Ltd**

ABN: 46 143 986 841



**John Petridis**

Director

Date: 9 September 2020

**MORNINGTON COMMUNITY INFORMATION  
& SUPPORT CENTRE INC**

**ABN: 91 482 731 425**

**FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2020**



**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**CONTENTS**

	<b>Page No.</b>
<b>Committee Report</b>	<b>2</b>
<b>General Income and Expenditure Statement</b>	<b>3</b>
<b>Emergency Relief Income and Expenditure Statement</b>	<b>4</b>
<b>Crisis Fund Income and Expenditure Statement</b>	<b>4</b>
<b>Christmas Hamper Income and Expenditure Statement</b>	<b>4</b>
<b>Statement of Financial Position</b>	<b>5</b>
<b>Statement of Changes in Equity</b>	<b>5</b>
<b>Statement of Cash Flows</b>	<b>6</b>
<b>Notes to the Financial Statements</b>	<b>7</b>
<b>Committee's Declaration</b>	<b>13</b>
<b>Independent Auditors' Report</b>	<b>14</b>

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**  
**COMMITTEE'S REPORT**

Your Committee members presents the report of the Mornington Community Information & Support Centre Inc. for the financial year ended 30 June 2020.

**Committee Members**

The names of the committee members throughout the year covered by this report were:

Allan Fleer (President)  
Monica Baber (Vice President)  
Fran Chambers (Secretary)  
John Costello (Treasurer)  
Susan Clavin  
Robin Cooper  
John Riddle  
Sam Stidston

**Principal Activities**

The principal activities of the association during the financial year were -  
*Provision of community support, tourist and general information services.*

**Operating Result**

The surplus for the year amounted to \$ 95,931 (2019 FY: \$6,504 Deficit)

Some of the Association's Income producing sources ceased operation during the year due to Covid restrictions. While this loss of income was more than offset in 2019/20 by Government subsidies, and additional grants, Covid restrictions may potentially have a negative impact on the operating result in 2020/21

Signed in accordance with a resolution of the committee:

Secretary



*Fran Chambers*

Treasurer



*John Costello*

Dated this 8th day of September 2020.

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**OPERATING INCOME AND EXPENDITURE STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>INCOME</b>			
Brochure Display Fees		3,360	4,860
Donations		13,335	6,405
Fund Raising		80	1,211
Grants Received	2	349,615	225,142
Hall & Room Hire		42,206	52,306
Interest received	3	2,997	2,478
Shop Income	4	61,746	73,806
Merchandise Sales		389	-
Other		180	70
		<u>473,908</u>	<u>366,277</u>
<b>LESS EXPENDITURE</b>			
Advertising/Promotion		1,537	738
Auditors' remuneration		2,500	2,000
Bank charges		175	125
Auspice Charity Xmas Dinner Expenses (net)		1,962	2,285
Cleaning		5,060	4,450
Computer software & maintenance		5,463	5,597
Electricity		6,165	6,264
Functions		2,514	2,469
General expenses		108	197
Insurance		2,094	1,412
Long Service Leave Levy		3,874	-
Packing materials		1,386	847
Petty cash expenditure		1,549	1,672
Postage, Printing and stationery		4,277	3,194
Salaries		266,100	232,058
Shop Expenses		54,057	51,879
Staff training and other staff costs		724	3,033
Subscriptions		2,774	2,865
Sundry Equipment & Refurbishment Expenses		1,305	2,078
Superannuation contributions		24,018	22,145
Telephone & Internet		4,445	4,447
Travelling expenses		587	212
Worker's insurance		4,103	2,524
		<u>396,780</u>	<u>352,492</u>
<b>CASH SURPLUS/(DEFICIT) FOR THE YEAR</b>		<u><b>77,129</b></u>	<u><b>13,786</b></u>
<b>NON-CASH ITEMS</b>			
Additional Annual Leave Expense		-	(8,202)
Long Service Leave Expense		(607)	(8,154)
Depreciation		(8,740)	(7,233)
<b>NET (DEFICIT)/SURPLUS FOR THE YEAR</b>		<u><b>67,782</b></u>	<u><b>(9,803)</b></u>

The accompanying notes form part of these financial statements.



**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**EMERGENCY RELIEF - INCOME AND EXPENDITURE STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	2020	2019
	\$	\$
<b>INCOME</b>		
Grant Income - Department of Social Security	70,393	53,063
Grant - MPSC	3,800	-
Donations & Sponsorship	14,432	1,600
Interest Received	35	143
	<u>88,659</u>	<u>54,806</u>
<b>LESS EXPENDITURE</b>		
Food Vouchers & Pantry	44,712	60,461
Community Meals	6,723	6,639
Travel	400	1,411
Pharmaceuticals & Medical	1,259	1,401
Fresh Food Program	-	2,190
Food Distribution & Storage	7,037	-
	<u>60,131</u>	<u>72,102</u>
<b>NET (DEFICIT)/SURPLUS FOR THE YEAR</b>	<u>28,528</u>	<u>(17,296)</u>

**CRISIS FUND - INCOME AND EXPENDITURE STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	2020	2019
	\$	\$
<b>INCOME</b>		
Donation - The RE Ross Trust	25,000	25,000
	<u>25,000</u>	<u>25,000</u>
<b>LESS EXPENDITURE</b>		
Car Expenses	2,055	8,141
Clothing	1,761	2,399
Crisis Accommodation	3,367	3,875
Fares	404	250
Food Vouchers	12,968	6,745
Household Equipment & Repairs	702	837
Medical	-	782
School & Education Expenses	1,825	1,408
Other	1,943	658
	<u>25,025</u>	<u>25,095</u>
<b>NET (DEFICIT)/SURPLUS FOR THE YEAR</b>	<u>(25)</u>	<u>(95)</u>

**CHRISTMAS HAMPER INCOME AND EXPENDITURE STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	2020	2019
	\$	\$
<b>INCOME</b>		
Donations	8,302	20,670
Fundraising	1,626	-
Interest	25	20
	<u>9,953</u>	<u>20,690</u>
<b>LESS EXPENDITURE</b>		
Purchases	10,305	-
<b>NET (DEFICIT)/SURPLUS FOR THE YEAR</b>	<u>(352)</u>	<u>20,690</u>

The accompanying notes form part of these financial statements.

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**STATEMENT OF FINANCIAL POSITION as at 30 JUNE, 2020**

	Note	2020	2019
<b>CURRENT ASSETS</b>			
Cash at bank	5	122,392	83,689
Cash on hand		100	100
Government Grants Receivable		22,685	-
Other Receivables		629	2,253
Deposits at call	6	135,252	112,299
Prepayments		1,501	1,883
Rental Bond		5,808	5,808
		<u>288,367</u>	<u>206,033</u>
<b>NON-CURRENT ASSETS</b>			
Plant and equipment	7	41,774	37,224
Right of Use Asset		50	-
		<u>41,824</u>	<u>37,224</u>
<b>TOTAL ASSETS</b>		<u>330,191</u>	<u>243,257</u>
<b>CURRENT LIABILITIES</b>			
Sundry Payables		2,727	274
Withholding taxes payable	8	-	9,205
Provision for Long Service Leave		13,504	12,897
Provision for Annual Leave		21,784	20,552
Superannuation Payable		2,896	2,710
Income received in advance		46,500	48,616
Good and services tax	9	(309)	1,896
		<u>87,102</u>	<u>96,150</u>
<b>NON-CURRENT LIABILITIES</b>			
Lease Liability		50	-
		<u>50</u>	<u>-</u>
<b>TOTAL LIABILITIES</b>		<u>87,152</u>	<u>96,150</u>
<b>NET ASSETS</b>		<u>243,039</u>	<u>147,107</u>
<b>FUNDS</b>			
Accumulated Surplus		<u>243,039</u>	<u>147,107</u>
<b>TOTAL FUNDS</b>		<u>243,039</u>	<u>147,107</u>

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE, 2020**

	2020	2019
	\$	\$
Net Surplus/(Deficit) - Operating Fund	67,782	(9,803)
Net (Deficit)/Surplus - Christmas Hamper Fund	(352)	20,690
Net Surplus/(Deficit) - Emergency Relief Fund	28,528	(17,296)
Net (Deficit) - Crisis Fund	(25)	(95)
	<u>95,931</u>	<u>(6,505)</u>
Accumulated Surplus brought forward 1 July, 2019	147,108	153,613
<b>ACCUMULATED SURPLUS AT 30 June, 2020</b>	<u>243,039</u>	<u>147,108</u>

The accompanying notes form part of these financial statements.

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	Note	2020 \$	2019 \$
<b>Cash flows from operating activities</b>			
Receipts from donations, sales and other operating activities		574,343	500,248
Payments to staff and other administrative expenses		(498,452)	(454,822)
<b>Net cash (used)/provided by operating activities</b>	<b>10</b>	<u>75,891</u>	<u>45,426</u>
<b>Cash flows from investing activities</b>			
Payments for acquisition of fixed assets		(14,236)	(5,867)
<b>Net cash used by investing activities</b>		<u>(14,236)</u>	<u>(5,867)</u>
<b>Cash flows from financing activities</b>			
Repayment of loans		-	-
<b>Net cash used by financing activities</b>		<u>-</u>	<u>-</u>
Net (decrease)/increase in cash held		61,656	39,559
Cash at beginning of financial year		196,088	156,529
<b>Cash at end of financial year</b>	<b>10</b>	<u><u>257,744</u></u>	<u><u>196,088</u></u>

The accompanying notes form part of these financial statements.



**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**General information**

Mornington Community Information & Support Centre Inc. is an Association incorporated under the *Associations Incorporation Reform Act 2012*, and is registered with the Australian Charities and Not-for-Profits Commission.

Mornington Community Information & Support Centre Inc. is a community run, not-for-profit service that provides general community information and specific support services to the communities of Mt. Eliza, Mornington, Mount Martha and Moorooduc.

The financial statements for the year ended 30 June 2020 were approved and authorised for issue by the Members of the Committee of Management on 13 October, 2020

**Financial reporting framework**

This financial report is a special purpose financial report prepared to satisfy the financial reporting requirements of the Australian Accounting Standards, the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012*.

The Committee of Management has determined that Mornington Community Information & Support Centre Inc. (the Association) is not a reporting entity.

**Statement of compliance**

The financial statements have been prepared in accordance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and the *Associations Incorporation Reform Act 2012*, and with the requirements of the following Accounting Standards and Interpretations:

- AASB 101 Presentation of Financial Statements
- AASB 107 Statement of Cash Flows
- AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors
- AASB 1048 Interpretation of Standards
- AASB 1053 Application of Tiers of Australian Accounting Standards
- AASB 1054 Australian Additional Disclosures
- AASB 1057 Application of Australian Accounting Standards.

**New or amended Accounting Standards and Interpretations adopted.**

The association adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period. Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

The following standards and amendments have been applied for the first time in their annual reporting period commencing 1 July 2019:

- AASB 16 Leases

The association has applied this standard and has recorded a Right of Use asset and Lease Liability in relation to the concessionary lease of the premises in which the association operates. The amount of the lease liability has been determined at cost over the remainder of the lease plus any options to extend.

The Centre did not have any other non-cancellable operating lease commitments.

**Impact of adoption**

The new accounting standards were adopted using the modified retrospective approach and as such comparatives have not been restated. There was no impact on opening retained profits as at 1 July 2019.

There was no significant impact of adopting Accounting Standards AASB 15 *Revenue from Contracts with Customers* AASB 1058 *Income of Not-for-Profit Entities* which came into effect from 1 July 2019.

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**Basis of preparation**

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

All amounts are presented in Australian dollars, and rounded to the nearest dollar.

In the application of the association's accounting policies, the members of the committee are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

**Auditor**

The Association has appointed Kidmans Partners Audit Pty Ltd to audit the Association's Financials Statements for the current year.

The following material accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this report:

**(a) Property, Plant and Equipment**

Each class of plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation.

**Plant and Equipment**

Plant and equipment are measured on the cost basis.

**Depreciation**

All fixed assets, are depreciated either on a straight line basis or a diminishing value basis over their useful lives to the association.

The useful lives adopted are in the range between 5-20 years

The Association reviews the estimated useful lives of plant and equipment at the end of each reporting period. There have been no changes to the useful lives during the current reporting period.

**(b) Employee Benefits**

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

**(c) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks and other short-term highly liquid investments.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**(d) Revenue and other income**

Revenue is measured at the fair value of consideration received or receivable after taking into account any available concessions.

*Grant revenue*

Non-reciprocal grant revenue is recognised in profit or loss when the Association obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the Association and the amount of the grant can be measured reliably.

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

When grant revenue is received whereby the Association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the Statement of Financial Position as a liability until the services has been delivered, otherwise the grant is recognised as income on receipt.

*Donations and bequests*

Donations and bequests are recognised as revenue when received.

*Interest*

Interest revenue is recognised using the effective interest rate method using an appropriate interest rate.

*Volunteer Services*

The association has elected not to recognise volunteer services as either revenue or other form of contribution received. As such, any related consumption or capitalisation of such resources received is also not recognised.

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

**(e) Goods and services Tax (GST)**

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

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(f) Provisions**

Provisions are recognised when the Association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of amounts required to settle the obligation at the end of the reporting period.



**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**(g) Impairment of assets**

At each reporting date, the Association reviews the carrying values of its tangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Statement of Income and Expenditure.

**(h) Current and non-current classification**

Assets and liabilities are presented in the Statement of Financial Position based on current and non-current classification.

An asset is classified as current when:

- it is either expected to be realised or intended to be sold or consumed in the normal operating cycle;
- it is held primarily for the purpose of trading;
- it is expected to be realised within 12 months after the reporting period; or
- the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period.

All other assets are classified as non-current.

A liability is classified as current when:

- it is either expected to be settled in the normal operating cycle;
- it is held primarily for the purpose of trading;
- it is due to be settled within 12 months after the reporting period; or
- there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period.

All other liabilities are classified as non-current.

**(i) Comparative information**

When required by Accounting Standards, comparatives have been adjusted to conform to changes in presentation for the current year.

**(j) Significant accounting judgements, estimates and assumptions**

The preparation of the financial statements requires the Committee to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets, liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and other various factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The Committee continually evaluates its judgements and estimates in relation to assets, liabilities, revenue and expenses. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

**(k) Events after the reporting date**

The impact of the Coronavirus (COVID-19) pandemic is ongoing and while the financial position has remained positive for the incorporated association up to 30 June 2020, it is not practicable to estimate the potential impact, positive or negative, after the reporting date. The situation is rapidly developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 30 June 2020 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	2020 \$	2019 \$
<b>2 Grants Received:</b>		
Mornington Peninsula Shire Council	216,558	201,833
Department of Social Services - Commonwealth	4,726	7,111
Department of Health and Human Services - Vic	9,276	8,898
Government Cashflow Boost - Commonwealth	32,055	-
Jobkeeper Program - Commonwealth	36,000	-
Business Support Fund - Vic	10,000	-
RM Ansett Trust	25,000	-
Danks Trust	7,000	7,000
Good Shepherd	9,000	-
Other	-	300
	<u>349,615</u>	<u>225,142</u>
<b>3 Interest Received:</b>		
Bendigo Bank	<u>2,997</u>	<u>2,478</u>
<b>4 Beach End Op Shop Income &amp; Expenditure</b>		
<b>INCOME</b>		
Shop Sales	59,996	73,732
Fundraising	1,618	-
Interest	13	74
Asset Revaluation	119	-
	<u>61,746</u>	<u>73,806</u>
<b>EXPENDITURE</b>		
Advertising/Promotion	565	-
Depreciation	945	856
Electricity	1,435	1,748
Insurance	1,761	1,397
Rates	2,171	2,013
Rent	39,287	41,322
Repairs and Maintenance	1,086	678
Rubbish Removal	616	-
Telephone & Internet	1,248	1,225
Other Expenses	4,944	3,496
	<u>54,057</u>	<u>52,735</u>
<b>NET SURPLUS</b>	<u>7,689</u>	<u>21,071</u>
<b>5 Cash at bank:</b>		
Bendigo Bank - General Account	11,744	13,129
Bendigo Bank - Shop Account	7,886	14,907
Bendigo Bank - Emergency Relief/Crisis Account	80,805	32,010
Bendigo Bank - Christmas Hampers Account	20,128	20,690
Bendigo Bank - Card Account	1,829	993
Bendigo Bank - Auspice Account	-	1,960
	<u>122,392</u>	<u>83,689</u>
<b>6 Deposits at call:</b>		
Bendigo Bank - Term Deposit 162 639 967	82,917	81,509
Bendigo Bank - Term Deposit 168 524 734	50,901	-
Bendigo Bank - Sandhurst Account	1,434	30,790
	<u>135,252</u>	<u>112,299</u>

**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	2020	2019
	\$	\$
<b>7 Plant and equipment:</b>		
Plant and equipment	116,002	101,766
Less accumulated depreciation	(74,228)	(64,543)
<b>Total plant and equipment:</b>	41,774	37,224
<b>8 Withholding taxes payable:</b>		
PAYG withholding tax payable	-	9,205
<b>9 Good and services tax:</b>		
GST payable	13,022	4,191
Input tax credit	(13,331)	(2,295)
	(309)	1,896
<b>10 CASH FLOW INFORMATION</b>		
<b>(a) Reconciliation of Cash</b>		
Cash at the end of financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:		
Cash	100	100
Cash at Bank	122,392	83,689
Term Deposits	135,252	112,299
	257,744	196,088
<b>(b) Reconciliation of cash flow from operations with profit in the Income &amp; Expenditure Statement</b>		
Surplus/(Deficit) for the year	95,931	(6,507)
<i>Non-cash flows in profit:</i>		
Depreciation	9,685	7,232
<i>Changes in Assets &amp; Liabilities:</i>		
(Decrease)/Increase in income received in advance	(2,116)	31,803
(Increase)/Decrease in prepayments	382	(745)
Decrease/(Increase) in Receivables	(21,060)	1,670
Decrease/(Increase) in Rental Bond	-	-
(Decrease)/Increase in sundry payables	2,453	(796)
(Decrease) in tax liabilities	(11,409)	(2,529)
(Decrease)/Increase in employee entitlements	186	773
Increase in Annual Leave Provision	1,232	8,202
Increase in LSL Provision	607	6,322
	75,891	45,425



**MORNINGTON COMMUNITY INFORMATION & SUPPORT CENTRE INC**  
**ABN: 91 482 731 425**

**COMMITTEE'S DECLARATION**

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

The members of the Committee declare that:

1. the financial statements and notes as set out on pages 3 to 13 presents fairly the association's financial position as at 30 June 2020 and it's performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
2. in the committee's opinion there are reasonable grounds to believe that the association will be able to pay its debts as and when they become due and payable.


This declaration is made in accordance with a resolution of the committee:

**Secretary**



*Fran Chambers*

**Treasurer**



*John Costello*

**Dated this 8th day of September 2020.**