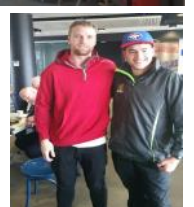
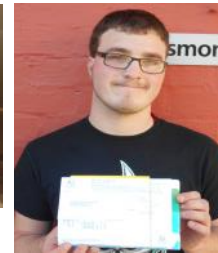
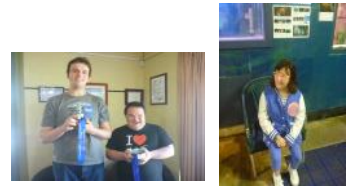


*"Together we are building
a Brighter Future"*

Annual 2016 Report





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Developing Independence for

Life



President's Report



Therese von Samorzewski

It is my happy duty to present my 2015-16 President's Report to members of the Association.

It is a special year as the Association celebrates 50 years of its work to provide support for young people and adults with special needs in the Northern Tasmanian community.

A special visitor, Dr Joan Rowlands, recently visited the Association's facilities at Newstead, to meet staff and participants, and view the site and its facilities today. Dr Rowlands along with Mr Desmond Wood were important people who worked with the Education Department to start the St Michael's Special School in Newstead, in February 1966. Owing to her foresight and understanding of the special educational needs of these students the School was successful for the years it was open until it closed in and around 2000. The Association came into being to support students attending the School. You may have noticed that Dr Joan Rowlands is recog-

nised for her work here, on the foundation stone in the wall near the entrance to the Office area.

The last 12 months have been a busy time for the Board as continuing growth of the Association has been made in many areas including staff numbers, participants' programs, financial matters, and continuing maintenance and building works. The Board has also taken part in a Strategic Review of the Board, conducted by an external consultant, which took place earlier this year. Following on from this, planning has taken place to start the necessary follow-up work to achieve the 30 recommendations that were made. A timeline has been put into place to move ahead with recommendations which have been prioritised.

This is my last report that I will be presenting as I am finishing my time on the Board. I have completed twelve years as a Board member and eleven years as President. I believe that it is time for new members to come forward to bring fresh ideas, a new

commitment and energetic application.

I have been very pleased to have been able to contribute to the Board, it has never been dull as challenges have continued to come forward, decision making has seemed never ending, and as the contextual understanding of the continual changing environment associated with Disability never ceases, it has proved a good way to keep the brain active!

Thank you to all those with whom I have worked during this time. The growing need for greater accountability from governments and the community has meant a high level of management has been developed, necessary evidence gathered to show the effectiveness of activities, as well as a range of living arrangements and programs put into place for participants.

Thank you to all supportive Association Members, a special 'Thank You' to Colin Foon the Board's Deputy Chair, and many thanks to all past and present Board members for their support.

A special 'Thank You' to the CEO Mr John Gilpin for his excellent collaboration and effective management strategies as well as his special work to come to terms with the requirements of NDIS. Many thanks also to the management teams, staff, participants' families and the Newstead community for continuing support.

The future of the sector rests on its ability to engage with all sectors of the community in supporting aims, programs, resourcing, developments, participants and their families, so that there is efficient and effective ways for St Michael's Association to continue to move forward.

Wishing everyone involved with the special work at St Michael's many more exciting years of growth, stability and continuing successful development in your future endeavours.

Yours sincerely,
Thérèse von
Samorzewski OAM

Developing Independence for



CEO's report



John Gilpin

2015/16 has been a challenging year for St Michaels as we worked through the final phases of the NDIS trial. With that said, the Association's Participants, Staff, Managers and our Board have faced and resolved many barriers & issues that came our way to have created many & varied opportunities as you may see throughout this report.

A key success for the year, which we started on last Financial Year, was the refurbishment of the Merrington Centre (A project of over \$800k, which STMA self-funded). The centre was opened to over 100 guests in November 2015 with Pam & David Merrington cutting the ribbon. The kitchen, a major feature & resource of the centre, is slowly being utilised and incorporated into programs for our special needs participants and will only grow in 2016/17.

With a full fiscal year of our merge & acquisition of Independent Services completed this year we are able to report that all participants have a Person Centre Plan, all staff are still working with us, all expenses

are paid within the budget and staff are flexing and working across the sites – an outstanding success and model moving into the future!

St Michaels was fortunate in 2015/16 to be selected as a community partner by C.V.G.T to create 2 murals for us. C.V.G.T clients explored the need for murals and their creation after enlisting St Michaels for possible organisation to place a mural. After consultation & design the 2 murals were installed at St Michaels enhancing & capturing the appearance & essence of the Association. Thank you C.V.G.T.

St Michaels must be doing something right with it programs when a participant like Glenn Patterson surprises you with requesting to; have a morning tea for Tasmanian Fire Fighters after a long summer of devastating bush fires. Not only did Glenn invite, help with morning tea and socialise, he went onto write and sing a song to the Fire Fighters in appreciation of all their hard work – well done Glenn.

Our R.T.O maintained student numbers similar to the previous years at

approx. 170 in various skill sets, AQF levels and qualifications around the State. As an Australian Disability Enterprise preferred trainer we are honoured to continue working with these organisations to create employment pathways for Disabled Tasmanians. Thank you to our R.T.O. Team & Team of dedicated trainers.

Some key financial highlights for the year:-

- Revenue \$5.22m from \$4.76m up 9.6%
- Wages \$3.41m from \$2.83m up 20%
- Cash reserves down \$339k from \$1.377m to \$1.038m (However cash grew \$189k but expensed to assets; \$437k Merrington Centre, \$90k equipment)
- Equity in the Association grew slightly, even though depreciation of \$359k is quite significant.

Our staffing compliment grew to a peak of 90 during the year, however has settled to be less than that with Staff accepting permanent roles either Part-time or Full-time.

Staff training has been very interesting with a variety of activities and

studies undertaken by our staff. From full Qualifications to skill sets, from Medication endorsement to PART (Predict, Assess & Respond To) Programs to equip them going into the future.

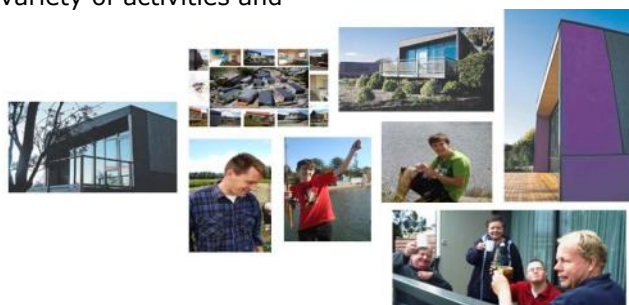
We look forward to new cohorts 12/14 year olds from July the 1st and 25/28 year olds from January the 1st as the NDIS continues to be rolled out.

Our 50th year is here with us this year and please look forward to the next few months of celebrations through an anecdotal story/scrap book being prepared, a Gala Raffle and a Gala Ball.

Thank you for all of our supporters this year that helped us create the commercial Kitchen (anonymous), Bruce Wall Trust for furniture and equipment, Myers for our Kiln & many more. Also my personal thank you is to the Board for their support, our Management Team for their drive under pressure and most importantly I thank our participants and their families for allowing us to assist their loved ones on their journey towards Independence!

John Gilpin
CEO

Developing Independence for



Board of Management



*Therese von Samorzewski
President*

Therese has 30 years experience as Principal in local catholic schools. Now retired, Therese continues to contribute to church and school activities, including work with recent migrants at TAFE.



*Colin Foon
Vice-President*

Colin is a long-time member of the St Michaels Board, in addition to practicing as a solicitor in Launceston. Colin is also a keen supporter of local football.



*Glen Cornish
Treasurer*

Glen, now retired, brings over 40 years experience as a self employed Insurance Loss adjuster, to the Board & Association. Glen also chairs the Audit and Risk Subcommittee.



Simone Woodruff

Simone has 24 years experience working in the Disability Services. Simone has also been the President of Independent Services for 22 years in addition to 15 years at Housing Tasmania as a Tenancy Officer for public housing.



Brian Dunham

Brian is a building maintenance contractor and also a family carer of a resident at St Michaels. Brian has considerable experience as a St Michaels Board Member.



Michael Higgins

Michael has over 10 years experience in vocational education and training in Tasmania, working with individuals and community groups through the VET sector. He has extensive experience prior to this in the Construction and Hospitality Industries.



John Byrne

John is a Certified Financial Planner with over 20 years experience as a company director and as a business mentor. John has a wealth of experience having been a Board member and Chairman for Optia and Board member for of Community Transport Services Tasmania and Hobart Benevolent Society.



Keith Watson

Keith has been an accountant with 145 financial in Launceston for over 10 years. Keith completed his CPA professional qualifications and holds a Master's degree in accounting in addition to being a Chartered Tax Advisor with the Tax Institute of Australia.



Jill Cooper

Jill is a career teacher and has worked with many special education children. Jill has a long involvement with the organisation through her sons who are residents at St Michaels.

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Board of Management - Meetings

The Board met 11 times during the year, with 1 special meeting.

Each meeting achieved a quorum of 5 members.

As of June 2016 the board had zero vacancies bringing the number of active members to 9.

The following table indicates the attendance by each member and total number of board meetings and special meetings for 2015-2016.

Member	Total Special Meetings attended	Office	Board meetings attended	Total board meetings	Special Meetings attended	Total Special Meetings
Therese von Samorzewski		President	10	11	1	1
Colin Foon		Vice - President	9	11	-	1
Glen Cornish		Treasurer	10	11	1	1
Jill Cooper			10	11	1	1
Brian Dunham			8	11	1	1
Michael Higgins			6	11	-	1
Keith Watson			11	11	-	1
John Byrne			11	11	1	1
Simone Woodruff			10	11	-	1

Life Membership

Life membership at St Michaels is awarded for long, distinguished and voluntary contribution to the organisation.

The following people have been awarded Life Memberships for their contribution since the organisation began, over 50 years ago.

Recognised for long, distinguished and voluntary contributions to the organisation

St Michaels Association Inc Life Membership Honour Board

Alan Baker	Dr Joan Rowlands
Margaret Chugg	Dorothy Smith
Clare Clark (deceased)	Norm Smith
David Merrington	Dorothy Wise (deceased)
Pam Merrington	

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Management team



*John Gilpin
CEO*

John brings to the Association 24 years of leading and management experience, with the last 17 years being involved in working with individuals to enhance and grow their life long learning skills (Disability and Vocational Sectors).



*John Schade
Disability Manager
Operations*

John has been involved in the community sector for the past 16 years. Prior to working with St Michaels John spent 4 years in Canberra working with and preparing for the introduction of the NDIS into the ACT.



*Andy Gower
Corporate Services
Manager*

Andy has had over 10 years financial experience. Running his own business previously he brings a team based learning knowledge to the team, being heavily involved in coaching cricket and football umpiring groups.



*Donald Richards
Disability Manager
Participants & Clients*

Donald has been involved with client support at St Michaels for over 40 years. His extensive knowledge of support approaches and staff supervision are often called-on during the variety of roles performed at St Michaels.



*Chriss Kelly
Training and Learning
Development Manager*

Chriss has an extensive background in both the Disability and VET sectors and brings a broad range of skills and experience in RTO Management, Administration and Training & Assessment to the Association.



*Paul Westgarth
Asset Supervisor*

Paul has an extensive background in Asset Management, having worked in the building maintenance industry for many years. Paul brings a broad range of skills and experience to the Association.



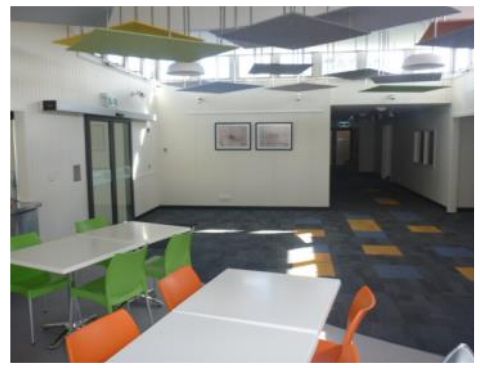
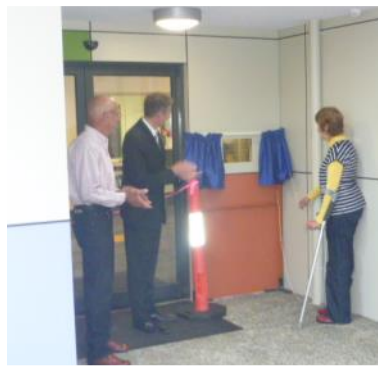
*Karen Watson
Day Program
Manager*

Karen has worked in the disability field for 23 years, 20 of these as Co-ordinator of Independent Services. She brings her experiences to St Michaels, overseeing day program centres at Newstead & in the city.

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Highlights throughout the year...



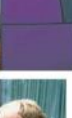
The official opening ceremony was held on Thursday, November 5, 2015 and participants, family members, staff and VIP guests were present for the unveiling of the Opening Plaque at the entry.



The Merrington Centre is a dynamic space enabling the Development of skills to all our participants through a variety of activities in a variety of spaces. St Michaels would like to thank everyone that has contributed to this exciting project, now enriching the lives of so many.

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Life



Highlights throughout the year...



The Mural Project in partnership with C.V.G.T. Local Artists and Work for the Dole Volunteers have created 2 large Murals for St Michaels that have been installed.

TOP: Mural depicting St Michael slaying a dragon

BELOW: Mural depicting Railway (journey of life) with Historical Newstead land marks

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Life



Highlights throughout the year...



St Michaels has employed for the first time a fully qualified chef for our new Commercial Kitchen to assist with Group Training for staff, programs and Participants of St Michaels Association.



Our Group Homes, Day Program and In Home Tenancy Participants are all benefitting from the addition of our new Chef, Lee Christmas and learning healthy food choices, safe food handling and easy to prepare meals.

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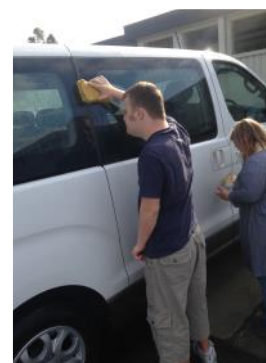
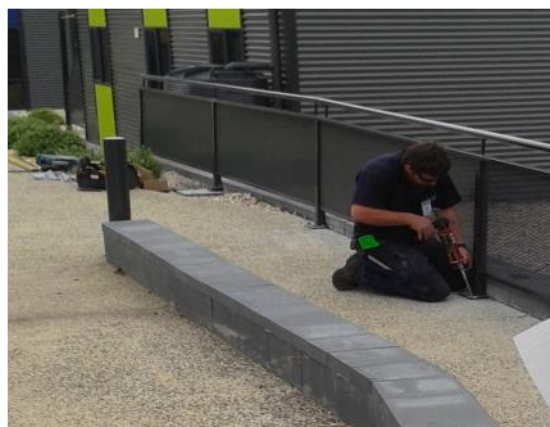
Life



Highlights throughout the year...



These pictures show us in readiness to evacuate if required and the extent of flood waters in our backyard in June 2016. We were thankfully spared much heartache and our thoughts go out to those in our community who have suffered due to these floods .



St Michaels assets have continued to be developed and improved in the capable hands of Mr Paul Westgarth and his team. Vehicle maintenance, Safety fencing and a rail to the new Units retaining wall, implementation of the raised garden beds in our group homes and the improvement to gardens and grounds are just a few of the projects seen this year.

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Life



Highlights throughout the year...



The Annual St Michaels Christmas Dinner was another raging success with over 100 participants, support workers, family members and carers in attendance. The evening was a great success in bringing families, friends, work colleges and other support workers outside the St Michaels organisation together, especially those who support external participants to be able to attend this occasion.



An wonderful example of creating and engaging in the community was actioned by one of our Participants Glenn Patterson, who composed a song in recognition of the fire fighters who controlled the bush fires earlier in the year. Day program invited the fire brigade to a thankyou morning tea where Glenn Patterson performed his song. Glenn's efforts were praised by the fire service gifting Glenn with a fire brigade cap.

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Life



Highlights throughout the year...



The Youth Break program participants continue to enjoy their weekends filled with fun activities events and exploring the wider community.

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Life



Highlights throughout the year...



Como Crescent Participants enjoy regular weekend outings and venture throughout the North, North-west and North East of Tasmania.



Penquite Road Participants have included Gardening to their at home activities increasing roles of responsibility and enjoying cooking with their results..



Kenneth Court have also been out an about on field trips enjoying activities including the beach at Beauty Point and Seahorse World, Campbelltown, Cataract Gorge and the Casino just to mention a few.

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Life



Merton House Participants never tire of riding the bikes, hiking and having a game of basketball.



Highlights throughout the year...



15th July 2015 - Certificate Presentation to 55 employees of BlueLine Laundry at New Town Hobart. This 5 unit Functional Workplace, Language and Literacy accredited training program, was developed as a pathway model to a full qualification in Warehousing.



Once again a strong contingent of participants and staff attended the Burnie Ten Foot Race, October 2015.

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Life



Highlights throughout the year...



St Michaels City Campus (Independent Services) have adopted a range of Activity related experiences for its participants including self-defence.



Day Program enjoy swimming and Croquet on Mondays

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Life



Things we do...



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Life



Things we do...



Developing Independence for

Life



RTO

Endorsed Registered Training Organisation ID 60067

STAFF LEARNING DEVELOPMENT.

USER CHOICE WORK-PLACE TRAINEESHIPS.

62 workplace trainees were enrolled during this period however we did have a number of trainees continuing on from earlier enrolment periods in the following qualifications;

AHC10210-Certificate I in AgriFood and **AHC20410**-Certificate II in Horticulture

TLI11210- Certificate I in Warehousing Operations and **TLI21610**-Certificate II in Warehousing Operations

Thank you to contracted Trainers/Assessor Chris and Judy Clark of Rural Thank you to the following Australian Disability Enterprise employers for Equity Training Services & Mr



Judy and Chris Clark of Rural Equity Training



Mr. Mike Dobra

Mike Dobra for their commitment.

Thank you to the following Australian Disability Enterprise employers for their continuing support of our RTO. Bluegum Grounds Maintenance, Vincent Industries, TasTex Knitwear and Uniforms, BlueLine Industries Hobart, Self Help workplace & Encore clothing, Oka Industries and St Vincent Industries.

DEMAND LED—SKILLS FUND AND CAREER CHOICE

We have been very successful in the Skills Fund and Career Start arena with 118 people enrolling and studying with us during the 2015/2016 financial year period. A number of programs are still continuing.

Mike Dobra and I together with the Trainers/Assessors from Youth Futures have had excellent results for both employers and students.

Thank you to the following partners for their commitment to their funded programs: Youth Futures Inc, BlueLine Laundry - Launceston and Hobart & St Michaels Association.

Customer Feedback: 2015 continues to be an exciting year for **BlueLine Laundry** in both Hobart and Launceston with the ongoing commitment to our Accredited Training program provided by St Michael's Registered Training Organisation (STMA). All programs through our partnership have been well delivered and positively acknowledged by all stakeholders within BlueLine Laundry including our Board of Management.

The fact that STMA has been supportive of a dedicated On-Site Trainer and Assessor has ensured we have a 100% flexible and adaptable accredited training program. It is an absolute pleasure to retain the services of St Michaels.

ADE LEADERSHIP DEVELOPMENT PROGRAM.

We commenced delivery of an Employee Development Program to 20 Team Leaders, Aspiring Leaders and Supervisors all working within Australian Disability Enterprise across our state. All employees have worked very hard and I thank Managers Nellie, Darrin and Ron for their commitment and Grant Harris and Nathan Rice for their positive leadership.

Customer Feedback: "It is pleasing to see that team skills, communication and general guidance has improved. Employees understand their role and the direction provided is clear, concise and easy to understand for all. As a result, procedures are completed correctly, less downtime with production and the quality of our work has improved".

5 DAY HEALTH AND SAFETY REPRESENTATIVE COURSE.

2015 Customer Feedback: Many thanks for all of your hard work to make the **AMC HSR course** work as well as it did. It was hugely successful. We were very impressed with the way in which the course was organised plus Angela is a great trainer.

We would certainly recommend St. Michaels and Angela to others requiring HSR training. *Mr David Waldron. Operations & Facilities Manager. Australian Maritime College.*

STAFF LEARNING AND DEVELOPMENT.

This financial year has seen our employees complete a vast range of Professional Development Programs, with enrolment designed to enhance our quality service provision.

Employees completed accredited studies in Diploma of Disability- Certificate IV in Disability and Certificate III in Disability.

We commenced 8 employees in a Skills Fund—Kitchen Operations skills set designed to enhance our Food Service Provision.

Thanks to **NDS**, the team at **MEDEC, St Johns Ambulance of Launceston, State Enterprise Training, MTU, TASFIRE & TASTAFE** to name but a few for their commitment to St Michaels as providers of our professional development programs.

St Michaels Association has been a long-time supporter of hosting students studying in the Disability Sector and have continued to do so for students studying with TasTAFE and State Enterprise Training. A number of students also gained employment with us over this period.

Ms Chriss Kelly, Training and Learning Development Manager.

Guiding Values



John Gilpin

"Our strategic plan of inclusive engagement will maintain our growth and secure our future for years to come"

Our Values

Value One:

St Michaels will treat all people with care and respect.

Value Two:

St Michaels will encourage fairness, openness and equity in all relationships.

Value Three:

St Michaels will innovate and create supportive programs through listening to the needs of our participants, their carers, their families and the community.

Value Four:

St Michaels will build on programs to create fun and a rewarding community through quality processes and continuous improvement.

Value Five:

St Michaels will provide strong governance through leadership, relationships and transparency.

Value Six:

St Michaels will encourage families to participate and decide on the type, kind and level of support they may need.

Value Seven:

St Michaels will continue to foster trust and honesty through regular, transparent and open communication.

Value Eight:

St Michaels will continue to build and maintain the right culture, attitude and value systems for our clients, their families, carers and key stakeholders.

Our Strategic Intent Statements

St Michaels is operating in a fast changing & fluid environment driven by changing community expectations, emerging government policies, significant resource shifts & complex compliance requirements .

Statements of Intent:

Intent One:

Putting the person at the Centre

Intent Two:

Governance, Strategic Direction & Leadership

Intent Three:

Build on Quality, Information & Knowledge

Intent Four:

Strengthening Informal & Community Support

Intent Five:

People, Capability & Sustainability

Our Vision

Developing Independence through maximising the individual capabilities & qualities of Tasmanians living with "special needs"

Our Mission

To assist in the physical and emotional needs of our participants and their families through the provision of personalised active support programs, training and a variety of accommodation services.

Summary:

Through establishing open communication and confidence with our participants, their families, our community and our stakeholders in every St Michael's program or service we will create greater awareness of St Michael's Association Inc. within the Disability Sector. This inclusive engagement will maintain our growth within the sector.

Developing Independence for



Financial Report - Overview

Your Board Members submit the financial report of St Michaels Association Inc. for the financial year ended June 30, 2016.

Principle Activities

The principle activities of the Association during the financial year were the provision of Community Service Programs for Tasmanians & families living with intellectual and or physical disabilities:

- Desmond Wood - Student accommodation
- C.I.P. funded group homes
- Merton House - supported transitional accommodation
- Independent living units
- Community Access Program (previously called Day Program)
- Recreational Program (formerly Independent Services)
- Individual Funding agreements - specific support
- In Home Tenancy Support (previously called Community Outreach Program)
- Youth Break - Respite Support Program
- Emergency Accommodation/Respite Services
- Registered Training Organisation

Significant Changes

As reported previously, grants received under the CHP (04-05, 06-07 & 09) are held as an amortising mortgage that is forgiven over 30 years. In the year ended 30 June 2014 a grant of land was received by way of an amortising mortgage that is forgiven over 10 years. These contingent liabilities have been recorded in the Financial Report Notes section.

Outstanding Results

The operations from ordinary activities amounted to \$15,324 and these funds were vested and utilised in asset acquisitions for the Association. Cash reserves decreased by \$338,519 with the majority of these invested into the upgrading of the Merrington Centre.

In the opinion of the Members of the Board:

1. The accompanying General Operating Statement presents fairly the position of the Association for the year ended June 30, 2016.
2. The accompanying Statement of Cash flows presents fairly the cash inflows and outflows of the Association for the year ended June 30, 2016.
3. The accompanying Statement of Financial Position presents fairly the state of affairs of the Association as at June 30, 2016.
4. At the date of this statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

The Accounts of the Association have been drawn up in accordance with accounting policies as disclosed at Note 1 to the financial statements .

This Statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board, dated this September 23, 2016 by:



Therese von Samorzewski, President



Glen Cornish, Treasurer

Financial Report – Independent Auditor's Report



Independent Auditor's Report to the members of St Michaels Association Incorporated

I have audited the accompanying financial report, being a special purpose financial report, of St Michaels Association Incorporated, which comprises the statement of financial position as-at 30 June 2016 and the general operating statement for the financial year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Board of Management.

Management's Responsibility for the Financial Report

Management of St Michaels Association Incorporated are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the Associations Incorporation Act 1964 (Tas) and is appropriate to meet the needs of the members. Management is also responsible for such internal control as management determines is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. Those standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

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

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditing & Accounting Solutions Pty Ltd

W www.salmonaccounting.com.au | ABN: 76 604 720 112 | P: 0407 131 888

A: 88 Elizabeth Street, Launceston, Tasmania, 7250 | P: PO Box 436, Launceston, Tasmania, 7250

Registered SMSF Auditors | Registered Company Auditors

Financial Report – Independent Auditor's Report (cont'd)

Audit Opinion

In my opinion, in all material respects:

- (a) the financial report presents fairly, the financial position of St Michaels Association Incorporated as at 30 June 2016, and its financial performance for the year then ended in accordance with the financial reporting requirements of the Act as described in Note 1; and
- (b) St Michaels Association Incorporated kept proper accounting records and other books during the period covered by the financial report.

Emphasis of Matter

Without modifying my opinion, I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist St Michaels Association Incorporated to meet the financial reporting requirements of the Act and the members only. As a result, the financial report may not be suitable for another purpose. My report is intended solely for the members and should not be distributed to or used by parties other than the members.



Luke Salmon
Registered Company Auditor
Launceston, 27 September 2016

Financial Report - General Operating Statement - Year ended June 30, 2016

	2016	2015
Income		
Grants Received (Cth) Recurrent	383,132	277,312
Grants Received (Cth) Non-recurrent	3,089	2,087
NDIA (Cth) Funded Participants	1,088,125	967,206
Grants Received (State) Recurrent	2,612,520	2,335,448
Grants Received (State) Non-recurrent	111,597	86,529
Grants - Other	20,755	19,033
Fundraising	7,795	10,251
Donations Received	51,677	60,468
Bequests	0	14,923
Contributions	1,435	800
Trading Activities - Day Program	60,287	33,837
Trading Activities - Transport Fees	11,173	8,446
Fee for Service - Community Access	4,291	16,829
Fee for Service - Respite	26,020	21,934
Rental Income - Properties	336,567	287,021
Rental Income - Power Reimbursement	42,363	37,058
Rental Income - Phone Reimbursement	645	1,184
Rental Income - R & M Reimbursement	8,330	5,408
Rental Income - Facility Hire	0	1,608
Board Fees - Student Accommodation	11,970	19,035
Board Fees - Merton House	56,460	52,650
Board Fees - CIP 3	15,030	15,270
RTO Fees	281,265	275,672
Interest Received	37,363	52,188
Sundry Income	3,454	15,061
Gain on Sale of Assets	6,958	2,665
Workers Comp. Reimbursement	11,821	81,231
Insurance Premiums Recouped	2,989	17,504
Traineeship Wage Subsidies	22,759	39,760
Total Income	5,219,870	4,758,418
Expenses		
Wages & Salaries	3,410,353	2,830,934
Employee Leave Provisions	22,788	39,535
Superannuation	317,894	256,029
Workers Compensation Insurance	144,173	113,299
Health & Safety	11,333	8,330
Staff Amenities	3,320	2,107
Staff Training & Development	18,193	19,363
Uniforms	5,194	3,452

Financial Report - General Operating Statement - Year ended June 30, 2016 (cont'd)

	2016	2015
Industrial Relations	207	7,100
Conferences & Conventions	0	1,082
Recruitment Expenses	10,779	4,582
Client Activities	27,283	18,439
Medical - Client Support	113	90
Groceries - Client Support	49,682	41,132
Materials & Supplies - Client Support	3,032	2,209
Telephone	31,550	24,816
Internet	2,528	2,544
Meeting Expenses	5,661	7,738
Taxi Fares	159	252
Travel & Accommodation	1,334	5,127
Hydro & Heating	66,073	56,041
Advertising, Marketing & Promotion	6,807	7,781
Fundraising Expenses	2,636	2,310
Postage, Freight & Courier	2,489	2,254
Printing & Stationery	26,062	22,013
Cleaning & Rubbish Removal	13,409	12,387
Rates & Land Tax	42,217	20,702
Repairs & Maintenance	63,525	81,502
Security & Fire Alarm	9,786	6,757
Laundry	1,959	2,013
Hire of Facilities	96,783	38,393
Fees, Licences & Permits	4,782	3,868
Publications, Subscriptions & Resources	5,196	876
Membership Fees	4,263	4,313
Motor Vehicle	70,460	72,097
Computer Maintenance	16,105	8,837
Plant & Equipment Hire	5,768	8,016
Plant & Equipment Repairs & Maintenance	4,010	4,856
Plant & Equipment Replacements	10,439	29,170
Audit Fees	3,000	2,900
Consultancy Fees	19,830	7,796
Legal Fees	3,693	2,367
Strategic Planning	7,500	17,000
Depreciation - Buildings	280,571	250,210
Depreciation - Motor Vehicles	24,471	15,708
Depreciation - Plant & Equipment	53,654	51,116
Insurance	22,120	31,194
Bank Fees & Charges	1,969	2,792
Bad Debts	105	14
Interest Paid	124,250	123,857
Sundry Expenses	753	354
Loss on Disposal of Assets	0	8,604
RTO Training Fees	144,285	127,790
Total Expenses	5,204,546	4,414,048
Net Profit	15,324	344,370

Financial Report - Cash Flow Statement - Year ended June 30, 2016

	Notes	2016 \$	2015 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members		1,435	800
Receipts from clients		828,584	707,498
Grants received		4,219,220	3,945,016
Insurance Recoveries		14,810	98,735
Traineeship Wage Subsidies		22,759	39,760
Donations received		59,472	85,641
Interest Received		37,363	52,188
		5,183,643	4,929,638
Payment to suppliers		1,059,114	906,657
Payment to employees		3,728,247	3,081,014
		4,787,361	3,987,671
NET CASH PROVIDED BY OPERATING ACTIVITIES		396,282	941,967
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for non-current assets		(528,430)	(2,147,544)
NET CASH USED IN INVESTING ACTIVITIES		(528,430)	(2,147,544)
CASH FLOWS FROM FINANCING ACTIVITIES			
Loan funds received from ANZ	9	8,283,954	5,825,665
Loan funds repaid during the year	9	(8,522,559)	(4,463,102)
Movement in funds held for Clients during year		32,234	22,604
NET CASH (USED IN) / PROVIDED BY FINANCING ACTIVITIES		(206,371)	1,385,167
NET (DECREASE) / INCREASE IN CASH HELD FOR THE YEAR		(338,519)	179,590
CASH AND CASH EQUIVALENTS AT START OF YEAR		1,377,240	1,197,650
CASH AND CASH EQUIVALENTS AT END OF YEAR		1,038,721	1,377,240
RECONCILIATION TO FINANCIAL STATEMENTS			
Cash on Hand	2	1,038,721	1,377,240
		1,038,721	1,377,240

Financial Report - Statement of Financial Position - As at June 30, 2016

	Notes	2016 \$	2015 \$
Current Assets			
Cash & Cash Equivalents	2	1,038,721	1,377,240
Trade & Other Receivables	3	261,889	225,663
		1,300,610	1,602,903
Non-Current Assets			
Land & Buildings	4	8,262,337	8,105,289
Plant & Equipment	4	181,152	143,994
Motor Vehicles	4	96,789	121,260
		8,540,278	8,370,543
Total Assets		9,840,888	9,973,446
Current Liabilities			
Trade & Other Payables	5	141,412	105,964
Provisions	6	293,282	282,850
Funds Held in Trust	7	84,963	52,729
		519,657	441,543
Non-Current Liabilities			
Borrowings	8	2,457,513	2,695,865
Provisions	6	41,629	29,273
		2,499,142	2,725,138
Total Liabilities		3,018,799	3,166,681
Net Assets		6,822,089	6,806,765
Accumulated Funds			
Retained Earnings as at 1 July		5,221,118	4,876,748
Net Profit for the Year		15,324	344,370
		5,236,442	5,221,118
Asset Revaluation Reserve	10	1,585,647	1,585,647
Total Funds		6,822,089	6,806,765

Financial Report - Notes to and forming part of the Accounts - Year ended June 30, 2016

Note 1: Summary of Accounting Policies

BASIS OF PREPARATION

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (Tasmania) 1964. The committee has determined that the association is not a reporting entity because in their opinion there are unlikely to exist users of the financial report who are unable to command the preparation of reports tailored so as to satisfy specifically all of their information needs.

At the discretion of the Committee, the report has been prepared in accordance with the following Australian Accounting Standards and Australian Accounting Interpretations only:

- AASB 101 Presentation of financial statements
- AASB 108 Accounting policies, changes in accounting estimates & errors
- AASB 110 Events after the reporting period
- AASB 119 Employee benefits
- AASB 1004 Contributions
- AASB 1031 Materiality
- AASB 1048 Interpretation of standards

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

SIGNIFICANT ACCOUNTING POLICIES

Accounting policies are selected and applied in a manner, which ensures that the resultant financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substances of the underlying transactions and other events is reported.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

a. Income Tax

The Association being a charitable entity is exempt from Income Tax under Section 50-45 of the ITAA1997.

b. Property, Plant and Equipment

Plant & equipment and motor vehicles are stated at historical cost less accumulated depreciation.

Depreciation is calculated on a straight line or reducing balance basis to write off the net cost of each item over their expected useful lives.

The official revaluation of all of the Association's land & buildings, with the exception of the 20 Independent Living Units, was finalised in the 2015 financial year and is reflected in the financial report for the year ending 30 June 2016.

c. Impairment of Assets

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

Financial Report - Notes to and forming part of the Accounts Year ended June 30, 2016 (cont'd)

Note 1: Summary of Accounting Policies (cont'd)

d. Employee Benefits

Wages & Salaries and Annual Leave

Liabilities for wages & salaries, including non-monetary benefits, and annual leave expected to be settled within 12 months of the reporting date are recognised in current liabilities in respect of employee's services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled.

Long Service Leave

The liability for long service leave is recognised in current and non-current liabilities, depending on the unconditional right to defer settlement of the liability for at least 12 months after the reporting date. The liability is measured as the present value of expected future payments to be made in respect of services provided to employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national Government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Defined Contribution Superannuation Expense

Contributions to defined contribution superannuation plans are expensed in the period in which they are incurred.

e. 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 at the best estimate of the amounts to settle the obligations at the end of the reporting period.

f. Cash and Cash Equivalents

Cash on hand includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

g. Trade & Other Receivables

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

h. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument. If conditions are attached to the grant or donation that must be satisfied before the association is eligible to receive the contribution, recognition as revenue will be deferred until those conditions are satisfied.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

A portion of income recorded in the disclosure in the general operating statement named 'fundraising' represents net amounts of cash physically collected from events such as garage sales. The controls surrounding the collection of this cash, monitoring of this cash, subsequent recording of this cash in the accounting system, and banking thereof, is inherently limited.

Financial Report - Notes to and forming part of the Accounts Year ended June 30, 2016 (cont'd)

Note 1: Summary of Accounting Policies (cont'd)

i. Leases

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charge as expenses in the periods in which they are incurred.

j. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (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 current liabilities. Boarding fees have been ruled by the ATO as being a GST free supply.

k. Financial Assets

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

l. Trade & Other Payables

Accounts payable and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid at or before their due date.

	2016	2015
2. Cash & Cash Equivalents		
Cheque Account	17,408	5,364
Cheque Account - Independent Services	0	18,323
ANZ Interest Bearing Account	562,995	884,166
ANZ Interest Bearing Account - LSL	111,163	108,725
Offset Account Penquite Rd	172,536	191,023
Cash on Hand	1,860	2,464
TPT Building Account	172,759	167,175
	1,038,721	1,377,240
3. Trade & Other Receivables		
Trade Debtors	242,617	222,997
Sundry Debtors	12,678	190
Prepayments	6,594	2,476
	261,889	225,663
4. Non-Current Assets		
Land & Buildings - opening balance (at cost)	8,312,747	6,268,915
- additions for year	437,618	2,043,832
Total Cost	8,750,365	8,312,747
- valuation increment pre 2003	548,926	548,926
- valuation increment 2007	1,345,212	1,345,212
- valuation decrement 2008	(44,260)	(44,260)
- valuation decrement 2015	(264,231)	(264,231)
Total Revaluation	1,585,647	1,585,647
Less Accumulated Depreciation	2,073,675	1,793,105
	8,262,337	8,105,289

Financial Report - Notes to and forming part of the Accounts Year ended June 30, 2016 (cont'd)

Note 4: Non-Current Assets (cont'd)

All buildings are valued at independent valuation except the 20 independent living units which are valued at cost, as their construction was finished after the 2015 valuation was completed.

	2016	2015
Plant & Equipment opening balance (at cost)	539,035	515,900
Additions for year	90,812	25,200
	629,847	541,100
Less Disposals	0	2,065
	629,847	539,035
Less Accumulated Depreciation	448,695	395,041
	181,152	143,994
 Motor Vehicles opening balance (at cost)	 259,736	 216,576
Additions for year	0	78,512
	259,736	295,088
Less Disposals	0	35,352
	259,736	259,736
Less Accumulated Depreciation	162,947	138,476
	96,789	121,260
 5. Trade & Other Payables		
ANZ Credit Card	2,387	7,814
Trade Creditors	30,821	39,128
Superannuation Payable	25,421	0
Australian Taxation Office	82,783	40,867
Accrued Expenses	0	18,155
	141,412	105,964
 6. Provisions		
Current		
Provision for Annual Leave	206,264	185,773
Provision for Long Service Leave	87,018	97,077
	293,282	282,850
 Non-Current		
Provision for Long Service Leave	41,629	29,273
 7. Funds Held in Trust		
Current	84,963	52,729
	84,963	52,729
 8. Borrowings		
Bonds Held	12,690	12,438
Loan - ANZ Merrington Centre	136,956	184,722
Loan - ANZ Penquite Road	172,470	190,718
Commercial Bill - ANZ NRAS Units	1,960,854	2,135,144
Advance - Participants held at TPT	164,343	164,343
Advance - Participants	10,200	8,500
	2,457,513	2,695,865

Financial Report - Notes to and forming part of the Accounts Year ended June 30, 2016 (cont'd)

	2016	2015
9. Cash Flows from Financing Activities		
<u>Loan - ANZ Merrington Centre</u>		
Opening Balance	184,722	27,905
Loan Funds Repaid (after interest expense)	(47,766)	(43,183)
Loan Funds Received	0	200,000
Closing Balance	136,956	184,722
 <u>Loan - ANZ Penquite Road</u>		
Opening Balance	190,718	231,966
Loan Funds Repaid	(18,248)	(41,248)
Closing Balance	172,470	190,718
 <u>Commercial Bill (Quarterly Roll-Over) - ANZ NRAS Units</u>		
Opening Balance	2,135,144	886,150
Loan Funds Repaid (after interest expense)	(8,456,545)	(4,376,671)
Loan Funds Received	8,282,254	5,625,665
Closing Balance	1,960,853	2,135,144
 <u>Advance - Participants</u>		
Opening Balance	8,500	10,500
Loan Funds Repaid	0	(2,000)
Loan Funds Received	1,700	0
Closing Balance	10,200	8,500
 Loan Funds Received from ANZ	8,283,954	5,825,665
Loans Funds Repaid	(8,522,559)	(4,463,102)
 10. Asset Revaluation Reserve		
Revaluation pre 2003	548,926	548,926
Revaluation 2007 Buildings	1,415,600	1,415,600
Revaluation 2007 Sheds	9,543	9,543
Revaluation 2007 Newstead Units	(79,931)	(79,931)
Revaluation Newstead Units 2008	(44,260)	(44,260)
Revaluation 2015 Buildings	(264,231)	(264,231)
	1,585,647	1,585,647

11. Capital Grants (AASB1004 Contributions)

Capital Grant 1

A capital grant totalling \$313,200 for unit development Stage 1 is repayable to the Commonwealth in the event that the Association ceases to operate under the terms of the Grant. The amount payable reduces proportionately over 30 years (expiry date). As at the date of this report the amount is \$208,904.40. This contingent liability has not been recognised in the accounts in accordance with the Association's policy of accounting for capital grants.

Financial Report - Notes to and forming part of the Accounts Year ended June 30, 2016 (cont'd)

Capital Grant 2

A capital grant totalling \$765,050 for unit development Stage 2 is repayable to the Commonwealth in the event that the Association ceases to operate under the terms of the Grant. The amount payable reduces proportionately over 30 years (expiry date). As at the date of this report the amount is \$535764.52. This contingent liability has not been recognised in the accounts in accordance with the Association's policy of accounting for capital grants.

Capital Grant 3

A capital grant totalling \$1,450,000 for unit development Stage 3 is repayable to the Commonwealth in the event that the Association ceases to operate under the terms of the Grant. The amount payable reduces proportionately over 30 years (expiry date). As at the date of this report the amount is \$1,160,000. This contingent liability has not been recognised in the accounts in accordance with the Association's policy of accounting for capital grants.

Capital Grant 4

A capital grant totalling \$517,400 for unit development Stage 4 is repayable to the State in the event that the Association ceases to operate under the terms of the Grant. The amount payable reduces proportionately over 10 years (expiry date). As at the date of this report the amount is \$405273.00. This contingent liability has not been recognised in the accounts in accordance with the Association's policy of accounting for capital grants.

Developing Independence for



Board Member Details - As at June 30, 2016

ASSOCIATION INCORPORATION ACT
SECTION 24B(d)
ST MICHAELS ASSOCIATION INC.
MEMBERS OF THE BOARD OF MANAGEMENT AS AT 30 JUNE 2016

<u>Name</u>	<u>Address</u>	<u>Position</u>
Therese von Samorzewski	76 Atkinsons Road GRINDELWALD	President
Colin Foon	23 Gloucester Street WEST LAUNCESTON	Vice-President
Glen Cornish	54 Allison Avenue RIVERSIDE	Treasurer
Brian Dunham	10 Kootara Place TREVALLYN	Board Member
Jill Cooper	7 Woodford Glade NEWSTEAD	Board Member
Michael Higgins	56 O'Tooles Road UNDERWOOD	Board Member
Keith Watson	16 Elizabeth Street PERTH	Board Member
John Byrne	3 Everest Place NEWSTEAD	Board Member
Simone Woodruff	2/31 Lantana Avenue NEWSTEAD	Board Member

I, Luke Salmon being the auditor of the above association hereby confirm that the foregoing is a list of the names and residential addresses of all the members of the committee of the association at 30 June 2016.



Luke Salmon
Registered Company Auditor

Services offered at St Michaels All N.D.I.S. Registered Supports

Community Access - participate in community, social and civic activities

The program incorporates support to enable a participant to independently engage in community, social and recreational activities during the week and operates from 9 am to 3 pm Monday to Friday from our City and Hobblers Bridge Road Campuses.

Merton House - (transitional housing) assistance with daily life tasks in a group or shared living arrangement

Support incorporates assistance with and/or supervising tasks of daily life in a shared living environment, which is either temporary or ongoing, with a focus on developing the skills of each individual to live as autonomously as possible. The support is based on the needs and goals of the individual. This program operates from our transitional accommodation facility from 3.00 pm to 9.00 am Monday to Friday and 24 hours Saturday and Sunday.

In Home Tenancy Support - assistance with self-care activities.

Supports provide assistance with and/or supervising, personal tasks of daily life to develop skills of the participant to live as autonomously as possible. This program operates 7 days per week.

Group Homes - shared accommodation Services

Currently there are 3 group homes located in the broader community. Services provided incorporate assisting with and or supervising tasks of daily life to develop the skills of an individual with either low standard support or high needs to live autonomously as possible. This program operates 7 days per week.

Student Accommodation - short term accommodation

This program is for students from remote areas. Services provided include integrated support for self-care, accommodation, food & activities for short periods. Program operates from Sunday evening to Friday morning during school terms.

Youthbreak - (respite accommodation)

This program is a respite program provided to young people from the ages of 15-25 and operates out of the Desmond Wood Complex from 4 pm Friday to 4 pm Sunday. Please note conditions apply for eligibility.

Individual Support - 1 on 1 support

This type of support is specific to the needs of the individual, and may include enabling a participant to independently engage in community, social and recreational activities, personal care, educational as-

sistance, living and life skills. Support can be provided 24/7 365 days per year and can be delivered in home or at St Michaels.

Social Club

Social Club is held in the Merrington Centre at St Michael each Saturday Night from 5.30 pm to 9.30 pm. This is a time for clients to get together for a meal, socialise and engage in leisure activities of their choice such as card or board games, singing, dancing or enjoying a footy match on TV with a friend.

Independent Living Units

The 44 Independent Living Units are currently fully occupied with a tenant/landlord agreement in place. The units provide independent living in a safe, supported environment. The units are more suited to clients with higher skills, requiring minimal assistance and can incorporate assistance with self-care activities (see In Home Tenancy Support).

Please note there is a specific criteria that is required to be eligible for this service.

Please contact Donald Richards on 6331 7651
Registered Training Organisation (60067)
St Michaels is a Skills Tasmania Endorsed RTO providing accredited training for Tasmanians with a disability.

On-the job traineeships, Workplace based skills sets and classroom based training in Certificate I and II in Warehousing Operations, Certificate I in Agri-Food Operations and Certificate II in Horticulture are delivered across the state in various locations. Please contact Chriss Kelly on 6331 7651

Details

The Independent will be distributed electronically on a bi-monthly basis.

General Display and Classified Display Advertising space is available if you would like to advertise your business.

Please contact John Schade on 6331 7651

Contact Details

St Michaels Association Inc.

22 Hobblers Bridge Road

PO Box 306 Newstead Tas 7250

Phone (03) 6331 7651 Fax (03) 6334 2132

admin@stmichaels.asn.au