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Mission Statement

Our Vision

Our vision is to always offer the best lifestyle and health services to the community. Elmhurst Bush Nursing Centre is a vibrant organisation.

Our Mission

EBNC will support and provide involvement with our community by delivering high standard accessible health services and lifestyle programs which meet community needs.

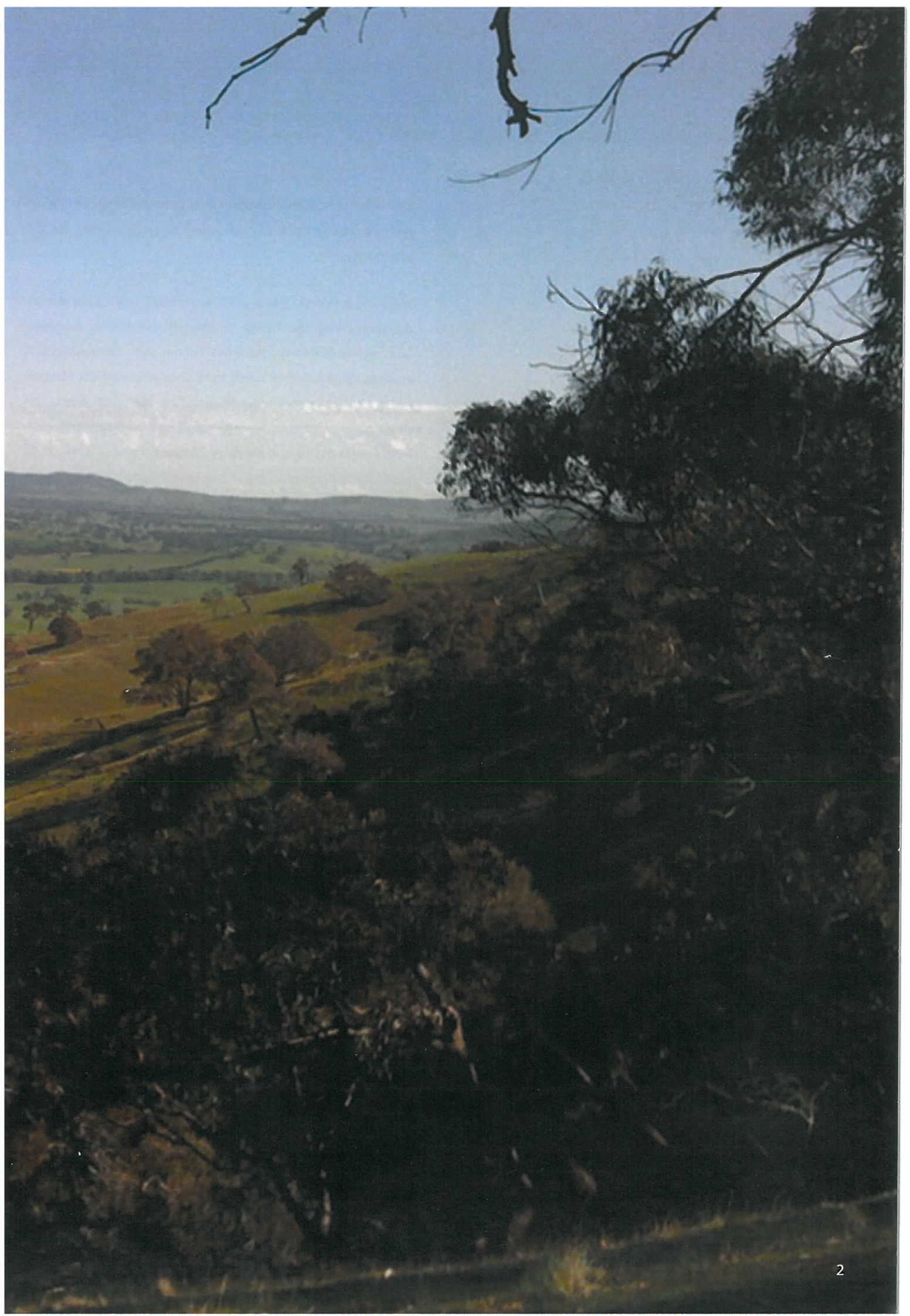
Our Values

Choice - we value providing information and options to allow informed decision making

Working together - we value effective communication with all individuals and organisations

People focused - we value providing services which are respectful and responsive to individuals and groups

Best practice - we value and promote quality services using evidence based practice





PRESIDENTS REPORT

Presidents Report



On behalf of the Board of Management it is my pleasure to present this report. 2012-13 has been a year of change and challenges for Elmhurst Bush Nursing Centre, as it has been for all organizations in the health industry.

EBNC has continued to provide excellent service to our community whilst managing funding constraints and ever increasing compliance requirements.

We have seen great changes in the 12 months to our board of management. The centre, along with the community, was much saddened by the death of our dedicated treasurer Ken MacDonald in July 2012. Ken was an avid supporter and hard worker over many years and his wife Carolyn attests to the high priority Ken gave to his role and involvement at EBNC. We are indebted to his service.

Unfortunately we have seen the resignations of several other members for personal reasons and thank them for their contributions- Heather Melbourne, Bill Hunter, Anne Maree Brown/ Gillian Tattersall (shared position) and Suzanne Blackie, who is especially missed for her enthusiastic work with engaging the community in health promotion and centre activities.

Change also brings opportunity and we are pleased to welcome new board members Carolyn MacDonald, Jo Kaye and Kristy Price who all live in the Elmhurst area. Jo and Kristy also work in the health industry. I also thank Ian Seaman for his work in an advisory capacity to the board.

The board and staff have undertaken to review our strategic plan and directions and we look forward to publishing this at our AGM in October 2013. We thank Fi Mercer consultant for her ongoing support in the governance and strategic planning process.

EBNC has been supported by our local partnerships with East Grampians Health Service, Grampians Medicare Local, and the Grampians Pyrenees PCP as well as the local government councils. GP clinics are well established and we acknowledge Drs Connellan

and Petorius from the Ararat Medical Centre for their continued support providing this service which is much needed for the community.

Following a review in May 2012 when EBNC was a pilot site for auditing under the newly designated Community Common Care standards for our core HACC (Home and Community Care) services, there has been much work done to ensure our Planned activity group meets requirements. The staff and clients are to be congratulated as the group has had a smooth transition from a Saturday to a Wednesday program. There is a focus on individualized care planning and reviews with the clients to ensure the program is meeting their needs. All other areas of clinical and health promotion programs, governance, risk and compliance areas met expected standards.

The year has seen the centre well used for community events as well as our health promotion activities with the new building and first class facilities being enjoyed by all who participate. A recent exciting program "Cooking with Kids", with a specific funding grant and run by Janine Curtis our Health Promotion nurse, was very well received. The community are encouraged to join our programs and use the facilities for any other activities and functions. We are pleased to have seen the establishment of the Ararat Rural City Library service, visiting each Monday.

To our centre manager Sue, Business manger Mandy, and nurses Janine, Sally and Kerry thank you all for your diligent work over the past year. The centre is only successful due to staff commitment and I continue to admire how much the staff offer through their work to keep this service for our community. To the volunteers in various programs and on the board, know your work and support ensures Elmhurst Bush Nursing centre can looking forward to another year of being the hub of the community.

Mary Bruce



Board of Management



Mary Bruce
President



Alison Greene
Vice President



Wendy Harrington
Treasurer



Michael Roberts
Board Member



Jo Kaye
Board Member



Kristy Price
Board Member

Board Committees

Finance and IT Committee

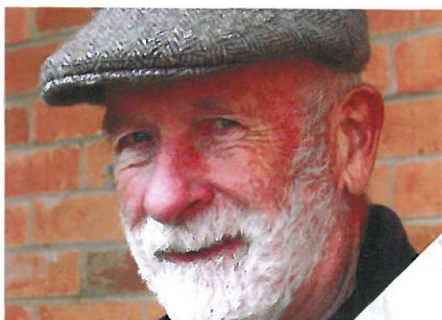
Wendy Harrington, Bill Hunter, Sue Young, Mandy Preston, Ian Seaman.

Quality and Compliance Committee

Mary Bruce, Alison Greene, Michael Roberts, Sue Young, Janine Curtis, Sally Roberts, Mandy Preston.

Pecuniary Interest

Members of the Board of Management are required to declare at each meeting any pecuniary interest which might give rise to a conflict of interest. The Board has developed a Policy and Code of Conduct which clarifies the responsibilities of Board members.



Bill Hunter
Board Member



Carolyn Macdonald
Board Member



MANAGERS REPORT

Managers Report



On behalf of the staff at Elmhurst Bush Nursing Centre I am proud to present the 2012-2-13 managers report. This year has once again brought with it a mix of challenges and change.

One of our successes this year has been the development of our new strategic Plan 2013-

2016. We have successfully completed our previous 3 year plan, and staff and board members are enthusiastic about moving forward on a new and positive direction. Our three main themes will focus on "Inclusion, Collaboration and Sustainability".

Service planning ensures that care delivery is consistent, sustainable and appropriate for our communities, and staff and Board believe that the introduction of our new Strategic Plan shows our commitment to delivering the best possible services within budget constraints and government compliance guidelines.

The main reason that our care delivery is consistent, sustainable and appropriate is because of the strong partnership which is in place with East Grampians Health Service. Their ongoing support and commitment to Elmhurst Bush Nursing Centre has been exceptional. Grampians Medicare Local, Grampians Pyrenees Primary Care Partnership, local government and Dr's Connellan and Pretorius from the Ararat Medical Centre have also contributed to the extensive range of services we are able to continue to provide to our communities.

Notwithstanding this, we would not be where we are today without the continued support and professionalism of the staff and volunteers who commit their time and expertise to ensuring clients and community alike are given access to the most appropriate service available to them.

I would like to take this opportunity to thank Janine, Mandy, Sally, Kerry, Jill, Sue and Carol for their ongoing support of myself and to the communities in which they work. Also to the Board of Management for your voluntary commitment to the Centre and support of the staff. A special thank you to President Mary Bruce, who has supported me beyond the required commitment of her role.

We will continue to commit to a high level of service delivery and support of the Elmhurst and District communities and look forward to another year ahead.

Sue Young
Centre Manager



Strategic Directions

STRATEGIC DIRECTIONS

Our new Strategic Directions will guide the work of Elmhurst Bush Nursing Centre over the next 3 years. These directions are influenced by both the Victorian and Commonwealth governments, who's policies direct Home and Community Care Services such as ours.

The influences of these policies have determined that in order to continue to provide a range of health and wellbeing services to our communities we will focus on:

- **Broadening our reach for meeting our communities health and wellbeing needs**
- **Successfully collaborating with our members, communities and stakeholders, and**
- **Ensuring robust business models are in place for the long term viability of our services.**

Elmhurst Bush Nursing Centre can only achieving these goals through a continued strong partnership for the future with East Grampians Health Service.

Our new Strategic Plan comes with a new logo. This logo has been designed and chosen because it reflects the themes of "working in partnership and collaboration with our communities and partners". We have purposefully kept the symbol of the cross in this logo because of its universal meaning of promoting physical and mental health and wellbeing.



STRATEGIC PLAN

strategic Plan

VISION

*To provide
communities with
services which promote
health and wellbeing*

VALUES

BEST PRACTICE

We value and promote quality services using evidence based practice

WORKING TOGETHER

We value effective communication with all individuals and organisations

CHOICE

We value providing information and options to allow informed decision making

INCLUSION

Broaden our reach for meeting our communities health and wellbeing needs

COLLABORATION

Successfully collaborate with our staff, members, stakeholders and communities

SUSTAINABILITY

Ensure robust business models for the long term viability of our service

1. Ensure inclusive & accessible services
2. Broaden scope for service provision
3. Ensure sustainability through strategic collaborations & sponsors
4. Create a financially sustainable business model
5. Introduce innovative governance practices

STRATEGIC DIRECTIONS

STRATEGIC THEMES



Strategic Plan

STRATEGIC PLAN

Below is the final phase / implementation of our 2010 / 2013 Strategic Plan and achievements accomplished over past 12 months.

STRATEGIC DIRECTIONS

The Elmhurst Bush Nursing Centre's Operational Plan details the key priorities and initiatives to be delivered for the 2012/2013 year. The key goals align with the Strategic intent to enable ongoing review of our performance.

The annual operational planning cycle is linked with financial planning, performance reporting and risk management to ensure these complex processes are internally aligned.

A report of achievements relating to the 2012/2013 Operational Plan is listed below.

BEST PRACTICE: "We value and promote quality services using evidence based practice"

A comprehensive health promotion plan established which included school age children

Community survey findings evaluated and evidence used to guide improvements in service delivery. This survey reflected a high level of satisfaction with the quality and range of services provided.

Development and implementation of person centred goal directed care planning using the guiding principles of the Active Service Model

Ongoing education for nursing staff including Remote Area Nurse training.

A commitment to ongoing Governance training for the Board of Management

Audit and improvement reports conducted throughout the year to ensure quality of service is maintained and meets legislative, regulatory and accreditation requirements.

WORKING TOGETHER: "We value effective communication with all individuals and organisations"

A continued strengthening of partnerships with key stakeholders

Volunteer participation recognised as an integral part of organisational sustainability.

Bi – monthly newsletters distributed to community members. Facebook site continues to be developed to ensure a wider group of community members are reached.

Communication with industrial organisations / peak bodies to ensure efficient business / HR practices are current

CHOICE: "We value providing information and options to allow informed decision making"

Board of management and staff continue to work closely together by committing to a service delivery which is directed at all individuals and groups within our catchment area.

Sub-committee work is monitored and recommendations presented to the Board for endorsement

Strengths, capabilities and professional development interests of staff and BOM are identified through annual appraisals, clinical and corporate governance education

PEOPLE FOCUSED: "We value providing services which are respectful and responsive to individuals and groups"

EBNC identified the need for growth and expansion of the Bush Nursing Centre by extensive planning and research.

EBNC staff maintain accurate statistical data for individual and group activities. This provides the Department of Health with quarterly HACC output reports and identifies the growth of our members

We continue to provide services and programs for individuals and groups from all backgrounds and beliefs. A diversity plan is established which reflects this and is reviewed annually.

We recognise the tireless work of our small band of volunteers



Organisational Chart





Building Partnerships

Elmhurst Bush Nursing Centre has fostered and expanded partnerships with other organisations to ensure the best possible outcomes for our community. We have developed and drawn on our relationships with government and non-government organisations to be able to better respond to identified community needs.

Such partnerships are aimed at providing strong robust systems using a coordinated approach that strengthens our capacity to ensure our members can remain independently in their own environment for as long as possible.

These partnerships include:

Regular Visiting services from East Grampians Health Service

Physiotherapist

Strength training classes

Dietician

Occupational therapist

Podiatrist

Hospital Admissions Risk Program Coordinator

Diabetic educator

Ararat Medical Centre

Weekly GP visits by Dr Connellan and Dr Pretorius

Ararat Rural City:

Maternal & Child Health Nurse

Home & Community Care support

Library



Dr. Michael Connellan



Dr. Pieter Pretorius



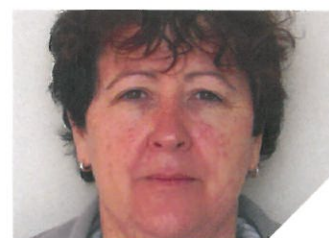
Caroline Hamilton
Physiotherapist



Kim
Strength Training Co-Ordinator



Rachael Cooper
Dietician



Leonie
Diabetes Educator



Therese Arnott
Maternal & Child Health Nurse



Aan Miam
Podiatrist



Sarah Keith
Library



"Escalating rates of chronic disease place a huge burden on the Victorian community, yet many of these conditions are largely preventable. For Victorians to be as healthy as possible, a strong focus on prevention is needed. An effective prevention system, together with a strong and responsive healthcare system, can reduce the growing burden of chronic disease and injury we are now facing, and can support people to enjoy a greater sense of wellbeing"

"The plan continues to emphasise the importance of the traditional domains of public health: health protection, health promotion and preventative health care.

- Protecting the health of Victorians by ensuring that risks to health are identified, investigated and controlled without delay.
- Keeping Victorians well by providing individuals with the information and skills required to make healthy choices, and supporting communities to facilitate living a healthy lifestyle.
- Prevention through screening and the early detection of illness combined with the provision of access to early care and treatment."

Victorian Public Health and Wellbeing Plan 2011-2015

Throughout the year all programs and services at the Elmhurst Bush Nursing Centre aim to reflect these areas of importance. The goal of the Health Promotion program is to provide our local community members with healthy lifestyle information and skills, and opportunities to practice these in a friendly, supportive and accessible environment. The priorities of promoting accessible and nutritious food, increasing physical activity and promoting mental health and wellbeing (social connectedness) are embedded in the programs and activities offered, and strive to be accessible to a wide demographic of our community. By providing a quick snapshot of the past years activities we can see that the programs and services have been varied and wide reaching, although there is always more that we can do and more people that we can reach.

Galloping Gourmets

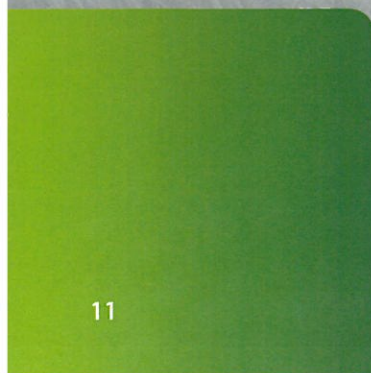
Cooking for One

Kids Cooking Program

Girls Night In

Sustainable Farming Families

Life Program





Health Promotion

Galloping Gourmets-since 2006 this program has provided an outing, companionship, a nutritious meal and support for many elderly members of our community. All those who are lucky enough to be involved in any way can clearly see the importance of this program in the participant's lives.

Cooking for One-this program has been greatly enjoyed by all who have participated, and we have had no problem getting the volunteers required to help. The recipes are used far and wide and each session would not have been complete without at least one participant commenting on how lovely it is to sit and share a meal with someone else as it gets so lonely eating on your own.

Sustainable Farming Families-this nationally acclaimed program concluded with 2 single days in September and March and was thoroughly enjoyed by all who attended. The near perfect attendance rate was an excellent reflection on the quality of the information provided, and the general enjoyment of the course and the facilities.

Heart Foundation walking group-this group has gone from strength to strength throughout the year and maintains consistently good numbers walking most weeks (weather dependent). Distances covered have generally increased, as has speed of walking, but group members are always mindful of new comers and slower walkers who are never left to struggle on alone.

Cooking with Kids-the first 5 sessions of this highly successful program was held from April to June with some marvelous mini master chefs

coming to their own. Highly enjoyed by both students and volunteers some wonderful culinary creations have been cooked and eaten, and recipes shared with their families. Skills and co-operation levels have increased, and parents are reporting that their children really love the opportunities that this program provides.

LIFE! Taking Action on Diabetes-commencing in June this program delivered by staff from EGHS Ararat, is designed to help to prevent Diabetes Type 2 from developing in those determined to be at risk. Several sessions are undertaken by participants providing information on healthy lifestyles, after which time they set their own goals for improvement and meet to reassess their progress in 4 months.

Education-several more formal education opportunities have been offered throughout the year, including Home Fire Safety, Osteoporosis, Basic first Aid, Manual handling skills and Privacy and Confidentiality

Special events-have included a visit by the local playgroup children and their Mums, hearing tests, Pap tests, a cookware fundraiser to raise funds for the Strength Training groups, and a very well attended "Girls Night In".

As demonstrated by the activities outlined, providing both healthy living information, and the support and opportunities to practice the skills learnt, has remained a focus of the programs and services at the Elmhurst Bush Nursing Centre over the past year. I am sure that we have made a positive impact on the health of our community, the challenge is to continue this in exciting and innovative ways into the future.





Planned Activity Group



Our goal is to provide participants with the opportunity to maintain social, psychological and physical wellbeing so that they can live in their homes and community as independently as possible. These objectives are supported by the principles of the Active Service Model.

Now our group is called "Whacky Wednesdays" as the clients feel that they have fun and shared laughter. There is a true saying that "Laughter is the best medicine" and so we have fun with jokes, bingo (won or lost) fun games such as batting balloons around and other indoor games. Participants enjoy a theme day with quizzes, word games and reminiscing about their younger days.

This year we have enjoyed a monthly outing to various localities around the district. Thank you to our wonderful volunteers who help us. Looking towards the future we aim to encourage our clients to continue to remain active and happy. We hope to welcome new Community members to our group.

Sue Mahony



Our Volunteers

Those very special people, our volunteers. Our volunteers are appreciated by clients and our staff. It is recognized by the staff and Board of Management of EBNC that volunteers are a valued team member of the Centre. The skills and experience they bring to this role contribute greatly to the quality of life of clients of the Elmhurst Bush Nursing Centre.

Many of the programs and functions of the Centre would be impossible to maintain without the generous support of our volunteers.





SERVICES PROVIDED

Services Provided

Clinical Services

District Nursing
Accident and Emergency Nursing
Palliative Care
Post Acute Care
Collection of Pathology Specimens
Continence Care and Advice
Wound Care
Immunisation

Allied Health Services

Maternal and Child Nurse
Podiatry Service
Diabetes Educator
Community Health Days
Fitness Programs

Community Services

Planned Activity Program
Case Management
Community Services
Volunteer Program
Health Promotion
Live Active
Community Computer
Free Internet Access

Referral Services

A wide range of referral services

Community Computer

Free Internet Access



Elmhurst is nestled at the foot of the Pyrenees Ranges in the south west of Victoria with a population of approximately 150 people. However, the Bush Nursing Centre caters for the needs of a rural community of approximately 1200 people. The farming community predominantly specialises in wool, sheep and cattle. It is a rural community that exists without the support of infrastructures such as an acute hospital, ambulance, resident medical officers and public transport.

Our Members

Historically, Bush Nursing Centres have held a unique status within the Community, with most locals being members of their association. The Elmhurst Bush Nursing Centre membership base supports the ongoing provision of services to the community and continues to remain steady.

Membership for 2012 / 2013 is 363 members.

Membership categories consist of Family and Single.

We thank all our members for their continued support of our services.

Life Members

Mr. John Cocking

Mr. John Greene





Partnerships and Alliances

Department of Health (DOH)

Leading Age Service Australia (LASA)

East Grampians Health Services (EGHS)

Ararat Medical Centre

Grampians Pyrenees Primary Care Partnership (GPPCP)

Ararat Rural City and Pyrenees Shire Offices

Grampians Post Acute Care

Dulkeith Computer Solutions

Ambulance Victoria

Australian Nursing Federation (ANF)

Service Industry Advisory Group (SIAG)

UNITI (Information Technology)

Auditors

The Auditor of the Elmhurst Bush Nursing Centre Inc. for the 2012 / 2013 financial year was Mrs. Sandra Campbell, RSM Bird Cameron, Ballarat.

Thank You

Elmhurst Bush Nursing Centre would like to acknowledge Amy Dickins for the generous donations of time to the Centre and for her expertise in the production of this and other documents throughout the year.

Jason VanOosten – we would also like to acknowledge Jason VanOosten for the photography used in this document of the Elmhurst township. Jason's enthusiasm and willingness in donating time to the Centre is very much appreciated by Staff and the Board of Management.





In Memory of Ken Macdonald

Ken Macdonald was a member of the Board of Management of the Elmhurst Bush Nursing Centre for approximately 20 years.

During his time on the Board Ken held position of President, Vice President and Treasurer.

Ken headed the Finance/IT Committee for many years, was instrumental in overseeing much of the building development at the Centre and willingly contributed to Governance relations changes at Board level.

Kens contribution to the Centre was not just to the Board of Management, he also volunteered many hours to helping with Health Promotion activities, maintenance requirements at the Centre and was always a great ambassador for what the Centre had to offer.

Staff and Board of Management frequently talk about the great contributions that Ken made to this Centre, not only as a Board Member, but also as a friend and professional mentor.

Thank you Ken.





Sue Young
Centre Manager



Janine Curtis
Health Promotion



Sally Roberts
District Nurse



Kerry Cattnach
District Nurse



Jill Turnock
HARP



Sue Mahony
PAG Co-ordinator



Mandy Preston
Business Manager



Carol Murray
Environmental Services



HIGHLIGHTS of our Year

July 2012

Walk to School – Elmhurst Primary School and Elmhurst Walking Group
Galloping Gourmet's visited Ararat Retirement Village for Christmas in July

August 2012 –

Hearing Tests conducted at Centre
Galloping Gourmet's visit Skipton Gallery
Volunteer Training at Centre

September 2012 –

Sustainable Farming Families
Elmhurst Walking Group celebrate 1st Birthday
Galloping Gourmets visit Mount Lonarch, China Gallery
Annual General Meeting

October 2012 –

Community Open Day held at Centre
Galloping Gourmets visit "Mireside" the home of Bill and Lesley Huter
Elmhurst Primary School Grade six students join with cooking for one group for a day

November 2012 –

Girls night in held at Centre
Galloping Gourmets visit Halls Gap
Volunteers Training held at Centre

December 2012 –

Christmas party for PAG groups, volunteers and staff held at Centre
Cooking for one break up

February 2013 –

Galloping Gourmets visit Ararat for a free concert and lunch at the Blue Duck Hotel

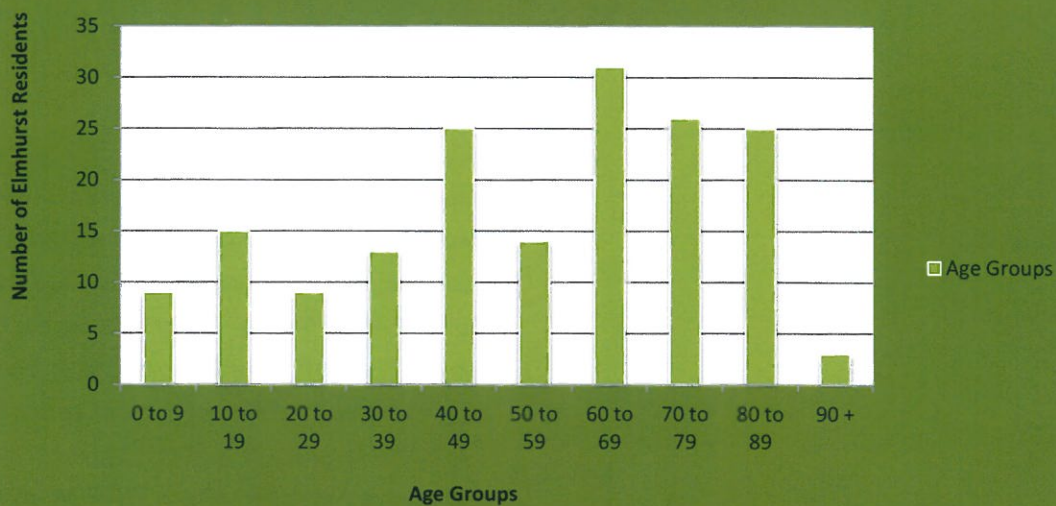
March 2013 –

Galloping Gourmets visit Scillians in Ararat
Final session Sustainable Farming Families held at Centre
Ararat Rural City Council visit Centre for Community Consultation Day.

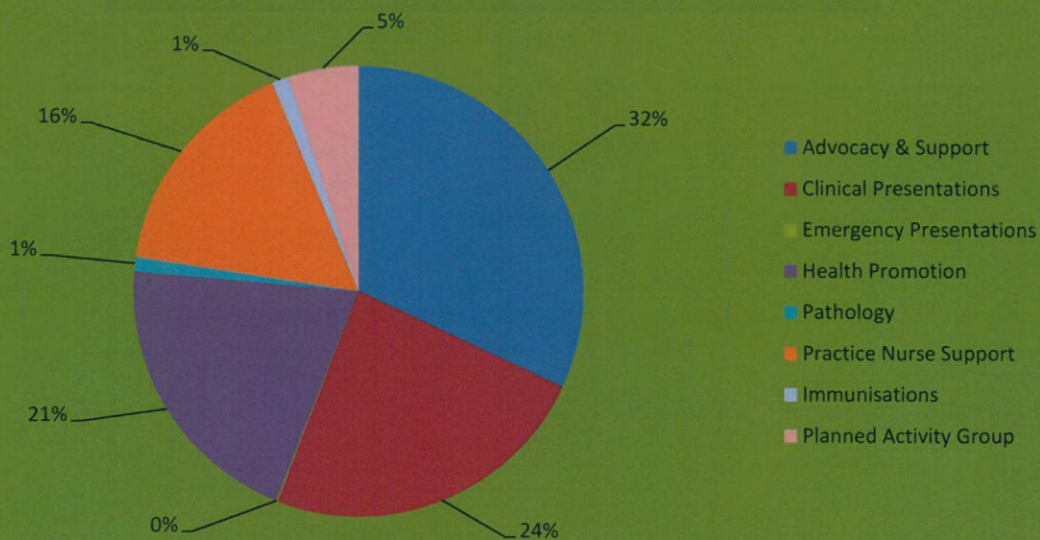




Elmhurst Bush Nursing Centre Age Breakdown 2012/2013



Elmhurst Bush Nursing Centre Service Provision 2012/2013





The following financial pages contain financial information for the period ending 30th June, 2013 for the Elmhurst Bush Nursing Centre.

Included are Income Statement, Balance Sheet, Statement of changes in Equity, Statement of cash

flows, notes to the financial statements and detailed income statement. The Audit for the 2012/2013 financial year was completed by Mrs. Sandra Campbell, RSM Bird Cameron, Ballarat.

EBNC is a fully funded HACC organisation. The HACC program is designed to support people whose capacity for independent living is at risk, or who are at risk of premature or inappropriate admission to long term residential care. Eligibility does not depend on age or income. However, not all those eligible are able to receive an immediate service. HACC providers use priority of access guidelines to manage demand for services.

Who funds HACC?

The program is jointly funded by the Australian and Victorian governments in a 60/40 ratio. Local governments also make substantial contributions to total resources. Clients generally pay fees for HACC services.

HACC in transition

In May 2013, Victorian Premier Denis Naphthine and Prime Minister Julia Gillard announced an agreement to implement the National Disability Insurance Scheme from July 2019. Once fully implemented, Disability Care Australia will cover 1000,000 Victorians aged 0 – 64.

As part of this agreement, management of the HACC Program will be split. From July 2015, services for people aged 65 and over will be directly managed by the Commonwealth Government. Services for people aged under 65 will be funded and managed solely by

the Victorian Government, until Disability Care Australia is in full operation. In managing the transition, the Commonwealth and Victorian Governments have agreed to work together to retain the benefits of Victoria's HACC system.

The Services EBNC are funded for -

- Nursing (community nursing, home nursing)
- Planned Activity Groups

Elmhurst Bush Nursing Centre Finance Committee for 2012/2013 included Wendy Harrington (Treasurer) , Bill Hunter, Ian Seaman, Sue Young and Mandy Preston. We have been extremely fortunate to have Mr. Ian Seaman, Dulkeith Computers in an advisory role on the Finance/IT Committee. Ian has an enormous amount of experience in IT and Finance and I am personally very grateful to Ian for his support and guidance to me in this role. I would also like to take this opportunity to thank Wendy Harrington for her wonderful support in the role of Treasurer. Wendy's enthusiasm and dedication is second to none. A big thank you also to Bill Hunter for his role on this Committee and for his wonderful encouragement, truly appreciated.

Mandy Preston



ELMHURST BUSH NURSING CENTRE INCORPORATED
INCOME STATEMENT
FOR THE YEAR ENDED 30 JUNE 2013

	Note	2013 \$	2012 \$
Revenues from Ordinary Activities	2	350,729	323,080
Expenses from Ordinary Activities	3	(385,514)	(353,874)
Net Profit from Ordinary Activities		<u>(34,785)</u>	<u>(30,794)</u>

The accompanying notes form part of this financial report.



ELMHURST BUSH NURSING CENTRE INCORPORATED

BALANCE SHEET AS AT 30 JUNE 2013

	Note	2013 \$	2012 \$
CURRENT ASSETS			
Cash and cash equivalents	4	110,432	136,462
Receivables	5	9,782	3,075
Investments	6	50,647	49,272
Total Current Assets		<u>170,861</u>	<u>188,809</u>
NON-CURRENT ASSETS			
Property, Plant and Equipment	7	902,991	920,465
Total Non-Current Assets		<u>902,991</u>	<u>920,465</u>
Total Assets		<u>1,073,852</u>	<u>1,109,274</u>
CURRENT LIABILITIES			
Payables	8	-	1,218
Tax Liabilities	9	7,816	7,304
Short Term Provision		20,599	20,640
Total Current Liabilities		<u>28,415</u>	<u>29,162</u>
NON CURRENT LIABILITIES			
Long Term Provision		<u>39,545</u>	<u>39,435</u>
Total Non Current Liabilities		<u>39,545</u>	<u>39,435</u>
Total Liabilities		<u>67,960</u>	<u>68,597</u>
Net Assets		<u>1,005,892</u>	<u>1,040,677</u>
MEMBERS' FUNDS			
Retained Profits	10	1,005,892	1,040,677
Total Members' Funds		<u>1,005,892</u>	<u>1,040,677</u>

The accompanying notes form part of this financial report.



ELMHURST BUSH NURSING CENTRE INCORPORATED
STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
Total Equity at the Beginning of the year	1,040,677	1,071,471
Profit – movements for the year	(34,785)	(30,794)
Total Equity at the End of the Year	<u>1,005,892</u>	<u>1,040,677</u>

The accompanying notes form part of this financial report

ELMHURST BUSH NURSING CENTRE INCORPORATED
STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 30 JUNE 2013

Note

		2013 \$	2012 \$
Cashflows from Operating activities			
Receipts from Customers		319,142	321,328
Payments to Suppliers and Employees		(329,107)	(355,561)
Interest Received		4,607	5,386
Cash flows provided by operating activities	12	<u>(5,358)</u>	<u>(28,847)</u>
Cashflows from Investing activities			
Capital Grants – Re Building		19,091	72,655
Payments for Property, Plant & Equipment		(39,570)	(2,271)
Payments for Land and Buildings		-	(44,541)
Proceeds from Asset Sales		1,182	-
		<u>(19,297)</u>	<u>25,843</u>
Net Increase in Cash Held		<u>(24,655)</u>	<u>(3,004)</u>
Cash held at the beginning of the year		185,734	188,738
Cash held at the end of the year	4	<u>161,079</u>	<u>185,734</u>

The accompanying notes form part of this financial report.



ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

Note 1 Summary of Significant Accounting Policies

a) Basis of Presentation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act of Victoria. The Board of Management has determined that the association is not a reporting entity.

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

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

b) Income Tax

The Association has a tax exempt status.

c) Property, plant and equipment

Office Equipment is carried at cost less, where applicable, any accumulated depreciation.

The carrying amount of fixed assets is reviewed annually by members of the Board of Management to ensure it is not in excess of the recoverable amount of these assets.

The recoverable amount is assessed on the basis of expected net cash flows which will be received from the asset's employment and subsequent disposal. The expected net cash flows have not been discounted to their present values in determining the recoverable amounts.

The depreciation amount of all fixed assets are depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

The average depreciation rate is 20% for office equipment.

d) Revenue

Revenue is accounted for on an accrual basis when it is earned.

e) For the purposes of the statement of cash flows, cash includes cash on hand and in banks and term deposit investments.



ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

	2013	2012
	\$	\$
Note 2 Revenue		
Operating Activities		
Operating Grant	286,995	273,905
Fees and Subscriptions	7,284	8,735
Other Income	24,472	14,350
	<u>318,751</u>	<u>296,990</u>
Non-Operating Revenue		
Grants Received	21,591	15,170
Profit on sale of motor vehicle	1,182	-
Other income including rent, interest and fundraising	9,205	10,920
	<u>31,978</u>	<u>26,090</u>
Total Revenue	<u>350,729</u>	<u>323,080</u>
Note 3 Profit from Ordinary Activities		
Expenses include:		
Depreciation	57,045	48,796
Salary & Wage Expenditure	258,899	241,239
Note 4 Cash Assets		
General Account	3,684	4,404
Gift Account	160	50,245
High Yield Investment Account	106,588	81,813
	<u>110,432</u>	<u>136,462</u>
Note 5 Receivables		
Trade Debtors	9,782	3,075
	<u>9,782</u>	<u>3,075</u>
Note 6 Investments		
Term Deposit	50,647	49,272
	<u>50,647</u>	<u>49,272</u>

ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
Note 7 Property Plant and Equipment		
Land at Cost or Valuation	20,000	20,000
Buildings at Cost or Valuation	1,015,490	981,029
Less Accumulated Depreciation	<u>(229,202)</u>	<u>(191,754)</u>
	<u>806,288</u>	<u>809,275</u>
 Plant and Equipment	 153,215	 123,861
Less Accumulated Depreciation	<u>(89,127)</u>	<u>(74,255)</u>
	64,088	49,606
 Motor Vehicles	 48,840	 28,769
Less Accumulated Depreciation	<u>(16,225)</u>	<u>(11,500)</u>
	<u>32,615</u>	<u>17,269</u>
 Work in Progress	 -	 44,315
 Total Property Plant & Equipment	 <u>902,991</u>	 <u>920,465</u>
 Movements in carrying value		
Balance at beginning of year	920,465	854,478
Additions (net of proceeds from sale)	38,389	114,783
Depreciation Expenses	(57,045)	(48,796)
Profit on disposal of assets	1,182	-
Closing balance at end of year	<u>902,991</u>	<u>920,465</u>
 Note 8 Payables		
Superannuation	<u>-</u>	<u>1,218</u>
	-	1,218



ELMHURST BUSH NURSING CENTRE INCORPORATED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
Note 9 Tax Liabilities		
Tax Payable	3,898	1,767
PAYG	<u>3,918</u>	<u>5,537</u>
	<u>7,816</u>	<u>7,304</u>
Note 10 Provisions		
Current		
Provision for Annual Leave	<u>20,599</u>	<u>20,640</u>
Non Current		
Provision for Long Service Leave	<u>39,545</u>	<u>39,435</u>
Note 11 Retained Profits		
Retained profits at the beginning of the financial year	1,040,677	1,071,471
Net Profit attributable to the association	<u>(34,785)</u>	<u>(30,794)</u>
Retained profits at the end of the financial year	<u>1,005,892</u>	<u>1,040,677</u>
Note 12 Cash Flow Information		
Reconciliation of net cash provided by operating activities to		
Operating surplus	(34,785)	(30,794)
Non cash flows in profit from ordinary activities		
Depreciation	57,045	48,796
Profit on disposal of assets	(1,182)	-
Capital Grants	<u>(19,091)</u>	<u>(72,655)</u>
Changes in assets and liabilities		
(Increase)/Decrease in Receivables	(6,707)	(2,039)
(Decrease)/Increase in Superannuation Payable	(1,218)	116
(Decrease)/Increase in Tax Liabilities	512	19,886
(Decrease)/Increase in Employee Entitlements	<u>68</u>	<u>7,843</u>
Net cash provided by (used in) operating activities	<u>(5,358)</u>	<u>(28,847)</u>



Notes

This image shows a full-page view of a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. At the bottom, there is a decorative border consisting of a dense field of stylized, light green and yellow grass or reeds, giving it a textured appearance. The overall design is clean and minimalist, typical of a notebook or a template for writing.



Notes



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