

**Southern
Stay**

DISABILITY SERVICES

Annual Report 2020-21

Your Registered NDIS Provider

choice

inclusion

achievement



4th Annual Report

1st July 2020 – 30th June 2021

choice

inclusion

achievement



 **STABILO**

From the President & CEO

We are pleased to present the fourth annual report for Southern Stay Disability Services. It is pleasing to report that as Southern Stay maintains a strong financial position, we continue to provide quality services and uphold our strong reputation in our community.

As of June 30 2021, Southern Stay has 259 staff supporting more than 800 participants in South West Victoria, making us a leading disability service organisation in the region. We also continue to be the largest provider of supported independent living in the region.

We maintain focus on the impact that our service provision has on the daily lives of our participants and their families. New opportunities and positive outcomes with many examples of our commitment to our vision to enrich the lives of people with a disability by promoting choice, inclusion and achievement are highlighted.

Our Board's focus for the year has again been in line with our strategic plan encompassing strategy, leadership, financial management, innovation, quality, improvement, people, participants and marketing. Our purpose and vision have not changed as we developed our new 2021-2025 Strategic Plan.

There have been many highlights during the past 12 months including;

- 15% program growth
- Planning and approval for the development of Specialist Disability Accommodation (SDA) at 13 Scoresby Street in Hamilton
- An agency restructure including the establishment of new roles including Chief Operating Officer, Assets Coordinator, Human Resources Coordinator, High Intensity Nursing Coordinator and 2IC positions in houses
- Minimal financial and workforce impact as a result of the COVID-19 pandemic

- The commencement of the Ryot Street Supported Independent Living (SIL) for eight residents
- Maintaining a strong financial position
- Establishment of new offices at 144-150 Fairy Street, Warrnambool and 42 Brown Street, Hamilton to accommodate growth
- Redevelopment of 46 Brown Street offices in Hamilton
- New SIL houses at Worland Grove, Banyan Street and Dales Road
- Accreditation against ISO9001:2015, NDIS Practice Standards and the Human Service Standards
- Maintenance of a positive workplace culture identified through a comprehensive staff survey
- Ongoing implementation of NDS Zero Tolerance (to abuse and neglect) framework.

Thank you to all our staff for providing support and commitment to residents and program participants each and every day. Your passion, adaptability and creativity during the difficult lockdowns is to be commended. Thank you to the Board of Directors and leadership team for providing positive direction across the agency.

A big thank you to our partners, supporters and agencies that have embraced Southern Stay throughout the year including Community South West (CSW), South West Disability Network (SWDN), National Disability Services, National Disability Insurance Agency, South West Carer Services Network, Regional Leadership Group, Community Visitors program, Scoresby Street Steering Group members and local health services.

We look forward to more exciting opportunities in 2021-2022 and will continue to deliver on our promise of real choices, meaningful inclusion and quality supports for people to achieve their goals.

Strategy & Planning

The Board of Directors and some members of the leadership team met with facilitator Robert Lane (SED Consulting) in April 2021 to plan for the future direction of Southern Stay. The 2021-2025 Southern Stay Strategic Plan was approved at the June Board meeting and has a strong focus on innovation in accommodation, empowering culture, financial sustainability, leadership development and quality services.



Our strategic and coordinated approach has led to many positive outcomes over the past 12 months. Seeing eight participants finally make the move into their new home at Ryot Street in July 2020 was a highlight. This was a very exciting moment as this was their first opportunity to live independently. Work was also completed on the footpath at 66 Ryot Street which improved access to the neighbourhood.

The property at 3 Worland Grove has transitioned from Short Term Accommodation (STA) to Supported Independent Living (SIL) with four new residents moving in permanently. Congratulations to all those involved who worked to make this transition possible. For three of the residents, this was their first move away from home which was a big moment in their lives.

Renovations at 5 Worland Grove were completed with the installation of a new kitchen and the construction of an open living room. The changes are being enjoyed by the two residents at the property.

The Hamilton offices redevelopment commenced in January with Huff Builders, a local building group. The redevelopment is due for completion in early July 2021. Staff have been working from the Westvic Staffing Solutions offices in French Street since December 2020 during the construction phase.

In conjunction with the 46 Brown Street redevelopment, Southern Stay leased additional office space at 42 Brown Street. This space will accommodate the Support Coordination and Plan Management teams to reinforce the separation of those functions from service delivery. This additional office space will also give us capacity to accommodate future growth.

In Warrnambool, a lease of 144-150 Fairy Street in May 2021 provided additional participant meeting rooms, staff offices, Board meeting room and a staff training room. This additional space is preparing Southern Stay to readily meet future needs.

Significant growth over 2020-2021 has led our agency to continually review services and workforce capacity to ensure quality service provision. Southern Stay is committed to delivering quality services and has taken steps to ensure that we do not commit to what we cannot provide. This has led to the introduction of waiting lists for individual support where costing and workforce recruitment have provided challenges.



COVID Safety Planning

The COVID-19 pandemic has been a defining topic for the year. A COVID-Safe plan was developed early in May 2020 and the plan has been reviewed regularly over the year. It covers our communications (staff and participants), personal protective equipment, cleaning, workforce, safety procedures and governance.

Southern Stay staff have continued to meet the key challenge of how to continue to promote 'control and choice' in a coronavirus pandemic. This challenge has continued to be met by staff with many innovative, creative and participant-directed activities. Staff and residents staying at home have enjoyed activities of interest and maintained routine and structure in their day.

As a result of the pandemic, group-based program numbers were decreased and restrictions were put into place in all residences, including visitor restrictions in response to outbreaks throughout the year and as per Department of Health guidelines.

Consistent communication with staff, residents, participants and families (including easy-to-read information) throughout the pandemic has been a focus of our leadership team. Information from trusted sources, such as the Department of Health, NDS and local networks has been passed on to our key stakeholders.

Staff have undertaken training refreshers and are updated on the correct use of PPE and all cleaning required to maintain homes and vehicles; particularly for areas where people congregate, in a COVID safe manner. Staff have been supporting residents to clean and maintain healthy hand hygiene techniques. Sign-in sheets, thermometer checks and a welcome transition to QR codes were introduced to all workplaces to keep participants and staff safe.

Another key focus of our plan has been to limit worker mobility to no more than two work sites.

COVID-19 infection guidelines were developed for use in residences and in individual supports. This was communicated to all staff who also undertook online training. Risk assessments were completed for participants, residents and staff to identify people at higher risk of infection. This information was used to target our essential supports and safeguard staff and participant safety.

The Department of Families, Fairness and Housing (DFFH) undertook an audit of 10 Southern Stay houses to ensure our preparedness for COVID-19. South West Healthcare also undertook two separate assessments. The feedback from the auditors was very positive. There were minor areas for improvement identified which the Quality & Compliance team reviewed and included in our COVID-Safe plan.

As per media reports, the vaccination rollout has been problematic particularly with residents of disability accommodation settings having to wait several months for vaccinations despite being a high priority. Southern Stay has strongly encouraged all staff and participants to follow the health advice and get their vaccination at the earliest opportunity.

Southern Stay would like to acknowledge the support of local health services, particularly South West Healthcare and Western District Health Service and our peak body National Disability Services for their support during this difficult year. We would also like to acknowledge our staff, participants and their families for their understanding, patience and adaptability.

Participant Story

In Memoriam

Southern Stay supports more than 800 people with a disability, each with their own unique attributes which positively affect those around them. When they are no longer with us, those attributes are missed. When a resident or program participant passes away it can be a very difficult time for staff. Grief and loss can be felt and expressed in many different ways. During the year we said goodbye to three participants that are fondly remembered by our staff, their families and friends.



In July 2020 we said goodbye to Francis Seamons. Francis was born in 1954 and was one of the first participants in Warrnambool to be offered an Individual Support package allowing him to live independently in his own unit. He was first supported by our

agency more than 25 years ago when we were known as Warrnambool and District Accommodation Support Service. Francis was a fascinating character to engage with, he was a tough talker, however would reveal his soft side each day to the people he trusted. Francis enjoyed jelly slice, McDonald's meals and his coffee. Francis would refuse to engage in any daily activities until he had his morning coffee. He loved country music and would play his CDs while singing along, knowing all the words.

Late in 2020 Kent Corner resident David



May passed away. Davey, is greatly missed by his house mates and staff. He had a fabulous sense of humour and cheeky personality that impacted on all that knew him. Davey had a love of 80s music, going to Kings Bakery for afternoon tea and

Hawthorn. Davey would often visit us in the Hamilton office and brighten up everyone's day.

It was with much sadness that we were informed of the passing of Beverly Stewart in mid January 2021. Southern Stay supported Bev for more than 20 years. Over that time Bev was heavily involved in all our social functions, including footy tipping nights, the Bush Dance, Christmas gift wrapping and our Consumer Reference Group. Bev was supported by Southern Stay at the time of her passing at South West Health Care's ICU.



We would like to acknowledge the assistance of Shane Storer and the Frances Hewett Center, our Employee Assistance Program providers, for providing counselling support to our staff during these challenging times.

Leadership

*'Know when to stand up,
stand out and step back'*

The Board of Directors

The Board has worked closely to provide strong leadership and ensure compliance with legal, ethical and regulatory requirements. The Southern Stay Board has met monthly via Zoom in 2020/21 with only a few meetings taking place face to face. Items discussed such as planning for the future, finances, risk and service quality remain high on the agenda.

The Board consists of members Jacob Taylor (President), Kathryn Emeny (Vice President and Secretary), Brendan Moore (Treasurer), Michael Tudball, Karly Saunders, Keith Haines, Gillian Jenkins and Claire Nailon.

Southern Stay's vision 'to enrich the lives of people with a disability by promoting choice, inclusion and achievement' has guided all Board decisions and ensured a commitment to our agency's purpose.

The Leadership Team

The Southern Stay leadership team consists of all senior staff, program managers, coordinators and house supervisors across the agency. The team has met monthly via Zoom during the year to discuss strategic and operational plans, quality, safeguarding, compliance, leadership development, disability sector updates, finance and program updates; (program issues, participant/staff achievements, projects, advocacy, complaints and compliments, WHS issues)

Chief Executive Officer Paul Lougheed

Chief Financial Officer Daniel Pearson

Chief Operations Officer Lynne Millard

Business Manager Allison Beveridge

Quality & Compliance Manager Graeme McDonald

NDIS Services Manager Bridie West

Operations Managers Gayle Boyle, Jace Hollard, Sarah Lilley, Anthony Love, Emily Wall

Human Resources Coordinator Jodie Hamilton

Assets Coordinator Glenn Brock

High Intensity Nursing Coordinator Megan Kelly

Administration & Finance Officers Kripa Shetty, Angela Griffin, Tiara Kurniawan

Administration Trainees Jess Norris, Alicia Stuart

NDIS Services

Rebecca Ryan, Alana Nash, Tania Barker, Katrin Konrad, Michelle Hawker, Tracey Matheson, Craig Agnew Kata Volarevic, Sophia Mason, Darren Osborn and Jessica Bateman

Individual Supports

Nikole O'Neill, Tamara Hammond, Beth McDowell, Rebecca Rowbottom and Chloe Wilson

House Supervisors/Coordinators

Anna Baxter, Debra Claven, Stacey Crumpton, Kylie Ellis, Jackie Johnson, Josie Lean, Makerita Savea, Jess Sparks, and Mabel Udarbe

2IC positions have been introduced across all houses with successful applicants Amba Chace, Sheridan Hurford, Daniel Hayes, Adrian Billings, Lisa Murphy, Mercy Riddle, Jillian Crighton, Khyll Knight, Samantha Hooke, Lisa Maree Russell and Glaiza Galicia all joining the leadership team. These positions have proven to be of great value to Southern Stay and have seen all staff appointed step up into higher duties whilst supervisors have been on leave.

Leadership continued

Regional Leadership

Southern Stay continues to be a leader in our local community and demonstrates community leadership by working collaboratively with a range of key stakeholders with a focus on local area needs and issues for people with a disability.

Southern Stay maintains membership in local networks including CSW, SWDN and the South West Regional Leaders Group. This year Southern Stay has been involved with a statewide CEO Collaboration Group facilitated by Able Australia. Southern Stay would like to acknowledge the role of Able Australia in bringing together CEOs from across Victoria each month to address the impact of COVID-19. This has been an invaluable network that has provided peer support and up-to-date information.

Our staff have been involved in national consultations having completed submissions to the NDIS regarding Support Coordination and SIL

prices. The key focus of the Support Coordination submission was on keeping choice available to participants, clarifying the roles of Support Coordinators, building participants' capacity, targeting support coordination (e.g., housing, employment focus), developing 'Communities of Practice' and developing industry accreditation. The SIL prices submission focused on increasing the unit cost due to increased Workcover costs, administration, overtime, annual leave (five weeks for many SIL workers), resident care coordination, supervision rates, PPE costs and vacancy costs.

Local area advocacy has focused on a redevelopment of Jetty Flat facilities in Warrnambool, ensuring pedestrian access in the CBD, the development of an accessible community sporting facility in Port Fairy and feedback into the Hamilton central business district revitalisation project.

Community Sponsorship

Southern Stay has contributed to a number of community projects in the 2020-2021 financial year that provide benefits for people with a disability and their families. These included the Hampden Hurricanes, Find Your Voice Choir, Gillin Boys Foundation, Carers Week events, South West Sport Star Awards (inclusive events),

and Warrnambool Special Development School fundraising. In the 2021-2022 financial year we will be looking at further sponsorship opportunities including ongoing support of the Find Your Voice Choir and the Warrnambool Special Development School fundraising program.

Marketing

Southern Stay regularly reviews its marketing plan which has been developed to build awareness of our core business and attract new participants. Ensuring communication with current key stakeholders and continuing to promote Southern Stay as one agency remain a focus.

This year we have particularly focused on promoting employment opportunities and being a supported accommodation provider of choice. There has been positive feedback about our radio ads featuring staff and participants. A big thanks to staff members MaryJane O'Leary and Peter Dwight and participants Rebecca Bradford and Tom Leembruggen for their contributions to these advertisements.

Our marketing is evident in new signage, Facebook posts, annual report, media, newspaper advertising, newsletters, brochures, flyers and sponsorship. Planning has commenced for a new website and TV advertising in the 2021-22 financial year. It is acknowledged that our marketing plan is only a small part of the reason for the exceptional agency growth. The caring and professional approach of our staff is the main reason that people choose Southern Stay to deliver their services.

Annual General Meeting

The third Southern Stay AGM was held on October 19th 2020 via video conference. The meeting was much more subdued compared with previous years with only members being invited. Jacob Taylor was re-elected as President, Kathryn Emeny as Vice President/Secretary and Brendan Moore as

Treasurer. Copies of the annual report were made available from reception and included many of the highlights and personal stories from 2019-20. The AGM was made available to view via Southern Stay's Facebook page.

Members

Karly Saunders
Claire Nailon
Brendan Moore
J & J Barke & J W Barke
Allison Beveridge
Bill Quinlan
Jodie Hamilton
Keith Haines
Glenn Brock
Pam Lehmann

Daniel Pearson
Tania Barker
Jillian Crighton
Michelle Hawker
Tracey Matheson
Gillian Jenkins
Kripa Shetty
Robyn and Ashley White
Chelsea Bennett
Angela Griffin

Theresa Bouchier
Anthony, Glynis and Sean Purcell
Elizabeth Whitehead
Austen, Anna and John Holter
Bridie West
Damien and Helen Goss
Ray Ahearn
Lynne Millard
Michael Tudball

Safeguarding, Quality & Improvement (including Risk Management)

'Staff were able to describe a high awareness of zero tolerance and the right for every person to be free from abuse and neglect.' **HDDA Audit Report 2021**

Accreditation

On June 3rd 2021, the NDIS Quality and Safeguarding Commission registered Southern Stay Disability Services as a registered NDIS provider under section 73E of the National Disability Insurance Scheme Act 2013 (NDIS Act). This was a great outcome for our agency which is accredited against the NDIS Practice Standards, ISO9001:2015 and the Human Services Standards. An independent review from Health and Disability Auditing Australia (HDAA) identified that Southern Stay achieves all the requirements to meet each standard.

Quality & Compliance Committee & Clinical Governance Committee

The Quality & Compliance Committee (QACC) consisting of the CEO, COO, CFO and Quality Manager has met monthly to ensure that we are addressing risks, quality, safeguarding and working towards improvement.

As an outcome of our HDAA audit, the QACC has established a new Clinical Governance Sub-Committee. It consists of the CEO, COO, Quality Manager and clinical staff who meet quarterly to oversee key clinical compliance issues. The committee has a focus on the clinical governance framework, high intensity supports policy and procedures, infection control and medication administration. This is an enduring sub-committee of the QACC. The new committee will meet at least four times a year and may be required to meet more regularly to oversee key clinical compliance issues.

Complaints

People with a disability have the right to complain about the services they receive. Complaints are important. Southern Stay endeavours to respond positively to comments, ideas, concerns and/or questions that may lead to improvement of services. Feedback regarding Southern Stay services are welcomed at any time; in person, by phone/email/text or on our complaints form.

If a complaint is received about the organisation, this is viewed as an opportunity for Southern Stay to learn about itself, gauge satisfaction with services provided and improve its services. Complaints are viewed as one of the ways participants and others can be instigators of positive change within the organisation. Any complaints are reported to the Board of Directors monthly.



People & Capability

Our Workforce

Southern Stay Disability Services employs 259 supportive and professional staff across programs and services including short term accommodation, centre-based programs, supported independent living, individual support, plan management, support coordination and administration.

A key feature of the organisation structure is the introduction of a Chief Operating Officer position which started in July 2020 and was filled by Lynne Millard. This role supports our team of operation managers to plan and manage the agency's day-to-day operations including planning and implementing participants' care and support in accordance with individual participant's needs, policy and procedures and NDIS guidelines. It has also been established to ensure compliance and quality reporting to regulatory bodies.

The Hamilton Operations Manager role was considered and two positions created, completing the COO's team with three managers in Warrnambool. Jace Hollard and Emily Wall started their Operation Manager roles in Hamilton in 2020.

New positions created at the end of last financial year were filled by Glenn Brock Assets Coordinator, Jodie Hamilton Human Resources Coordinator and Megan Kelly High Intensity Nursing Coordinator. Craig Agnew and Sophia Mason joined the NDIS Services team due to growth in the Support Coordination area. Support Coordinators Tracey Matheson and Michelle Hawker moved into Senior Support Coordinator roles with a focus on team leadership and support coordination of complex cases.

Peter Pohlsen and Don Rundell resigned from their House Supervisor positions during the year but continued with Southern Stay in other program areas. Josie Lean took on the role of House Supervisor at Kent Corner. The Warrnambool House Supervisor position is yet to be filled with many strong applications received.

Individual Supports teams welcomed Rebecca Rowbottom, taking on the role of program coordinator in Hamilton with Georgia Muldoon

providing support in a maternity leave position. Beth McDowell stepped into the role of Individual Supports Officer for a leave position in the Warrnambool programs. Jess Sparks moved from Individual Supports upon her return from maternity leave, to the position of Short-Term Accommodation Supervisor. Chloe Wilson commenced in the Children's Program Coordinator role.

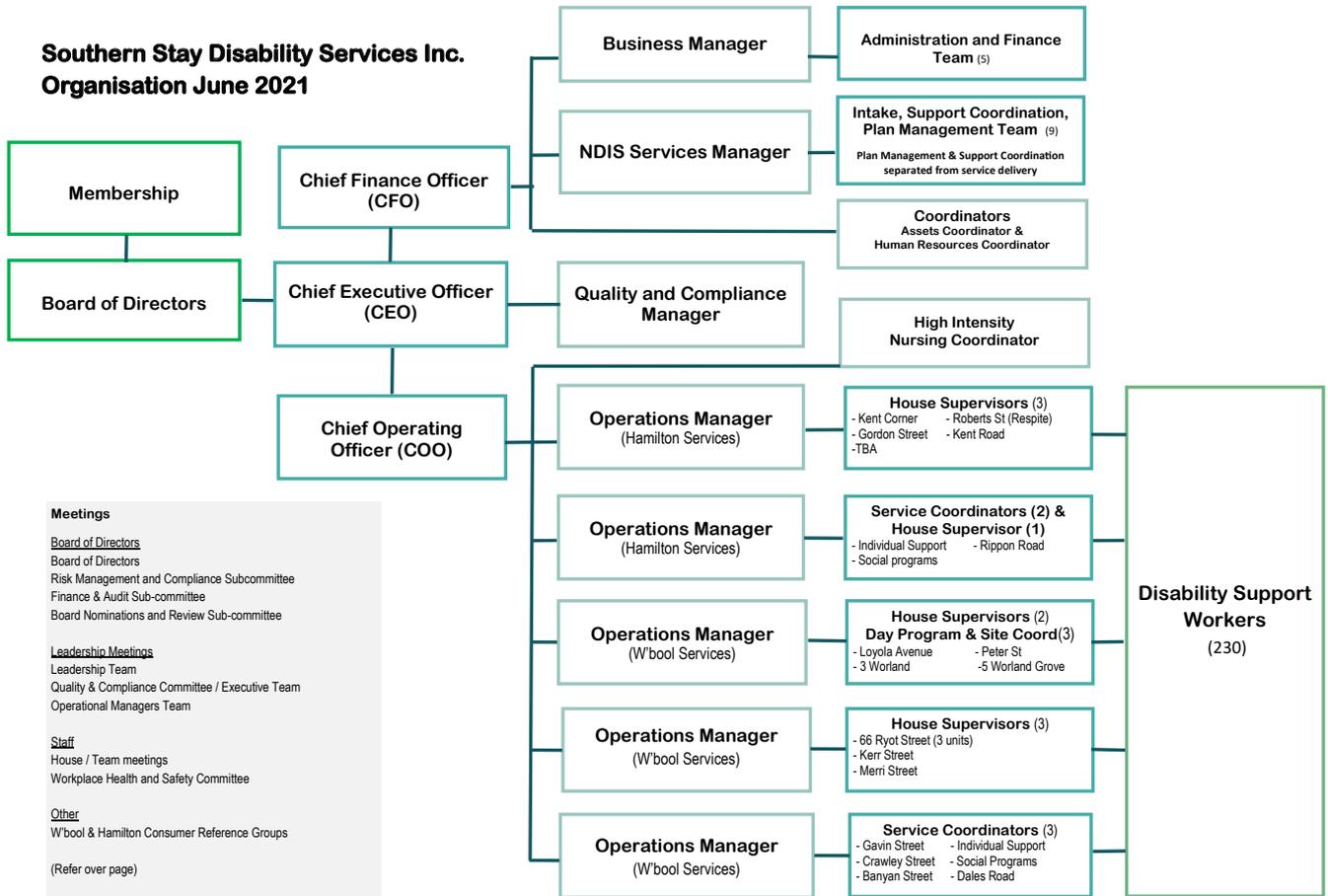
The administration team has also seen changes with Angela Griffin starting in Warrnambool and Tiara Kurniawan joining the Hamilton administration team after the retirement of Caryl Spencer. Caryl had provided 23 years' service to Southern Stay after beginning when the agency was known as Mulleraterong Residential Services. Caryl always presented with a friendly and professional approach to her work and will be missed.

Our traineeship positions hosted through WestVic continue to provide excellent support to our administration team. Alicia Stuart and Jessica Norris joined the Southern Stay administration team as trainees in 2021. Prior year trainees Ksenija Gilchrist and Montana Muldoon provided exceptional customer service during their time in the admin team 2020, both gaining their Cert III in Business Administration and both continuing on with Southern Stay as disability support workers.

A new traineeship was also provided for the first time in 2020 with Maggie Down completing her traineeship at the end of 2020 and gaining a Cert IV in Disability. Maggie has continued her relationship with us by gaining ongoing employment. Isabel Doukas commenced as 2021's trainee and has proven to be valuable addition to the team.

Southern Stay would like to acknowledge the support of the team at Cooper Hardiman who provide industry knowledge and expertise in relation to award interpretation, mediation, building culture, training, investigations and union engagement.

**Southern Stay Disability Services Inc.
Organisation June 2021**

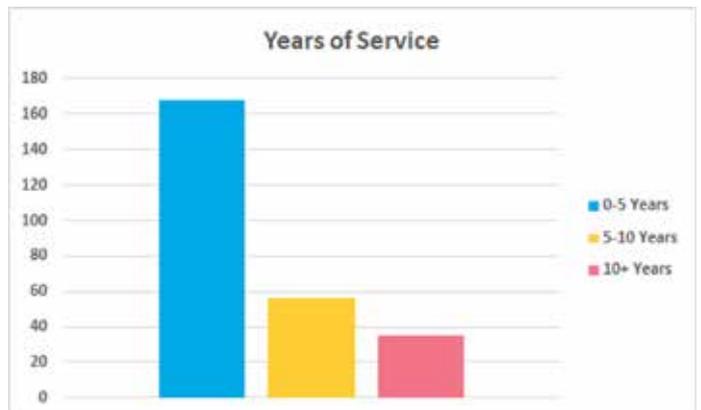
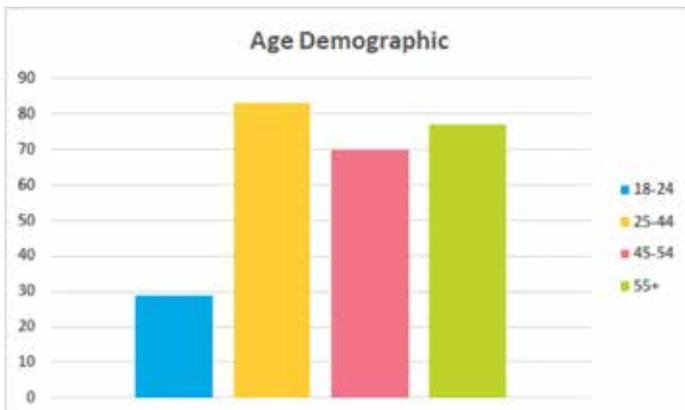


Workforce Data

24% of the current workforce are male and 76% are female. This is reflective of state and national averages for similar sized organisations.

Staff turnover remains low with only 19.1% of staff leaving in the past 12 months. Reasons for leaving included finding other employment and moving from the area.

Over 69% of our current workforce holds a qualification relevant to their position.



People & Capability continued

A Learning Organisation

The leadership team has been constantly growing over the past 12 months and the need for ongoing training has been identified as a key to a highly knowledgeable workforce.

There has been many and varied training topics covered by members of the leadership team in 2020-21 with COVID-19 information and training a noted topic. Training offered by our peak body the National Disability Services and training provided by the National Disability Insurance Agency have featured heavily in the 2020-21 financial year.

2020-21 brought with it a new set of mandatory training requirements not previously budgeted for due to the COVID-19 outbreak. Online training was rolled out to all staff in personal protective equipment, keeping COVID safe, infection control and P2_N95 mask usage.

High intensity skills descriptors were released for all employees providing service to participants with complex care requirements. Southern Stay was able to move quickly to ensure that policies, procedures and training was in place to ensure we remained compliant with the NDIS requirements of a registered provider. These skills have now also formed part of our ongoing mandatory training and were undertaken by over 150 staff throughout the financial year.



Staff Service Awards

3 YEAR CERTIFICATE

Jarryd Anton, Binsu Baby, Jodie Benson, Theresa Bouchier, Beryl Camilleri, Monica Chittick, Kelvin Durston, Frank Fletcher, Glaiza Galicia, Josh Gibbs, Jennifer Godfrey, Michelle Hawker, Tammy Hobson, Rhea Kelly, Khyll Knight, Angus Lean, Anthony McKenzie, Amy Meade, Stuart Read, Robyn Richardson, Shani Russell, Kripa Shetty, Faye Stokie, Alisha Wilson, Fiona Winderlich

5 YEARS CERTIFICATE & GIFT

Otha Akoch, Diane De Vos, Molly Dowling, Donna Perkins, Donald Rundell, Sally Taylor

10 YEARS CERTIFICATE & GIFT

Sandra Bushell, Tamara Hammond, Janese Holmes

20 YEARS CERTIFICATE & GIFT

Sharon Moritz, Nikole O'Neill

30 YEARS CERTIFICATE & GIFT

Diane O'Connor

Our Staff as at 30.6.21

Allison Ackerley	Belinda Eddy	Patricia Lo Ricco	Stuart Read
Sue Agnew	Arie Eddy	Kim Loader	Chloe Rhook
Otha Akoch	Priya Elizabeth	Jenna Loats	Robyn Richardson
Matthew Alexander	Mathew	Niki Lockett	Mercy Riddle
Robyn Anscombe	Rebecca Elmes	Andrea Loft	Maddilyn Roberts
Jarryd Anton	Neil Fawcett	Cassie Lomman	Paul Robinson
Tissa Antony	Paige Field	Christopher Lynch	Heather Rogers
Ayron Atkinson	Dean Fleming	Rachael Mackenzie	Susan Ross
Emily Atkinson	Frank Fletcher	Catherine Matuschka	Ruben Ross
Binsu Baby	Miranda Fulton	Andrew McCabe	Tiana Rowland
Hayden Barr	Stacey Gay	Karorina McCarthy	Donald Rundell
Bryan Barrera	Sandra Gent	Liz McDonald	Shani Russell
Robyn Bartlett	Joshua Gibbs	Beverley McDonald	Tania Russell
Susan Beaton	Ksenija Gilchrist	Anthony McFarlane	Lisa-Maree Russell
LucretiaBell	Chelsea Glare	Kathy McInnes	Leesa Russell
Jodie Benson	Jennifer Godfrey	Allan McKenzie	Liju Samraj
Marli Bermingham	Brodie Golding	Anthony McKenzie	Emily Savage
Maddie Beveridge	Kirsty Goldingay	Lois McKenzie-Parker	Leonie Schurmann
Adrian Billings	Shane Griffiths	Mollie McLean	Crystal Schutz
Rachael Blackhurst	Jenny Gunning	Amy Meade	Jesse Shannahan
Theresa Bouchier	Fiona Gurney	Sophie Melican	Deborah Smart
Kathryn Brandrick	Robyn Harcourt	Julie Membery	Naomi Smith
Laura Brewer	Troy Harry	Janita Millard	Jamie Sorlie
Robert Bright	Daniel Hayes	Hugh Mitchell	Deanna Speechley
Greg Brodie	Tracey Head	Sharon Moritz	Brendon Stanley
Kim Brody	Tammy Hobson	Kimberley Morrison	David Stockdale
Shauna Brooker	Fiona Hodson	Rebecca Mott	Lucy Stoel
Carrie Brown	Bodie Hollard	Montana Muldoon	Faye Stokie
Loniza Burns	Janese Holmes	Lisa Murphy	Lee-ann Storer
Sandra Bushell	Samantha Hooke	Carolyn Murrell	Marvy Subingsubing
Susan Byrne	Janette Howe	Margaret Nichol	Murray Swayn
Beryl Camilleri	Matthew Howe	Laura Nield	Olena Szytynda
Leanne Carrigg	Debbie Hunt	Charity Nyinyal	Sally Taylor
Amba Chace	Caylee Hunt	Joshua Obagbemi	Lydia Thomas
Aditya Chaubal	Sheridan Hurford	Diane O'Connor	Jane Turner
Troy Chisholm	Lesbys Jack	Megan O'Connor	Amy Van Someren
Monica Chittick	Alex Kavil	Kim O'Connor	Lisa Van Someren
Stuart Clark	Mandy Kearney	Jack O'Connor	Linda Waldron
Cassi Clark	Rhea Kelly	Maddie Odhok	Kate Walker
Kirsty Cole	Neil Kelly	Leah O'Keeffe	David Wallace
Suzanne Collins	Denise Kelly	Maryjane O'Leary	Karla Walsh
Dale Cook	Sarah Kelly	Nick O'Sullivan	Doug Ward
Belinda Cook	Gemma Kemp	James Owens	Ann Whitehead
Matthew Cozens	Chelsea Ketelaar	Brownbill	Rebecca Wickenton
Jess Crawley-Walsh	Luna Kim	Glenda Palmer	Jan Williams
Jillian Crighton	Jan Kinnear	Fran Pearson	Bronwen Williams
Sarah Cross	Maria Kipreou	Donna Perkins	Kristal Wilson
Debbie Dennis	Amanda Kirkwood	Deborah Philp	Alisha Wilson
Diane DeVos	Khyl Knight	Romy Pinyon	Fiona Winderlich
Molly Dowling	Barbara Knowles	Peter Pohlsen	Kym Wood
Maggie Down	Mary Lacey	Jeanette Potter	Wendy Woodhams
Daisy Downard	Pauline Lamb	Justin Price	
Sheryl Duncan	Sherridan Le Sueur	Barbara Purton	
Kelvin Durston	Angus Lean	Colleen Quinn	
Peter Dwight	Emelyn Leder	Helen Rafaniello	

Participant Focus

274 people supported through our Support Coordination program

579 people currently access our Plan Management services.

267 people provided with direct support services (accommodation, day programs, individual support and respite)

177,123 hours of direct support staff hours provided

95% of respondents are happy with the supports they receive from Southern Stay (Participant Survey 2021)

97% of respondents identified that Southern Stay has a strong community profile, meets their individual needs and ensures individual rights are upheld (Participant Survey 2021)

Community Inclusion and Service Delivery highlights

Before the COVID lockdowns, we could never have envisaged that an agency like ours with such a strong focus on promoting community inclusion would be promoting the message of 'stay at home'. But that is exactly what has occurred since March 2020. The 'stay at home' message has led to many creative activities taking place within Southern Stay houses.

Opportunities to attend major events and community activities have been limited, making room for more varied activities such as outdoor exercise, bushwalking, visiting regional attractions, BBQs and plenty of visits to cafes, restaurants and pubs. Photos in this report highlight that community inclusion continues to be a high priority.

He thoroughly enjoyed himself and from our perspective, it's great to know there are now services and people in his life, outside of us, who not only know him and can manage him, but provide him with enriching experiences. Thanks to you for bringing these things into being.

-Family member feedback

'The staff are very good at communicating issues at hand. The staff at the office are always willing to discuss and investigate any issues and ring back to you.'

-Family member feedback

We have always been highly satisfied with support carers involved in ISP and staff in administration are highly efficient and caring

-Family member feedback

Ryot Street resident Kim Wahlberg shares her story



With lots of changes and challenges in 2020, one of the more positive things to occur was the opening of three residential homes at 66 Ryot Street. Ryot Street resident Kim Wahlberg shares her story.

Kim was born in Colac and spent her early years living with her mum, dad and brother in Pomborneit on a dairy farm before moving with the family to Camperdown when she was about three years old.

When Kim was young, she spent a considerable amount of time in hospital but really enjoyed coming home to celebrate birthdays, Christmas and special occasions. She attended mainstream primary school at Gnotuk Primary and Mercy Regional Secondary College in Camperdown. After Kim finished school, she worked part time at Designer Copy in Colac where she laminated posters, business cards and on busy days helped answer the phones.

The family remained in Camperdown and on July 1st 2020 Kim finally got the chance to move into her own home at Ryot St with her housemate Rhiannon. Moving into her own home has been a goal of Kim's for a while and she is enjoying the opportunity.

"It has given me more independence and I don't have to rely on Mum and Dad all the time now," she said.

Kim helps cook and prepare meals of her choosing as well as Anzac biscuits, cakes and puddings, happily sharing them with staff. She also likes to help with household jobs and learn more about her finances with staff support and guidance. Some of Kim's interests include playing cards, listening to music, going on shopping trips and getting her hair and nails done. Kim is also very good at crocheting and knitting.

Kim says 'I love it here living with Rhiannon'. As she continues to settle into her new home and environment, Kim wants to join some social groups and programs that Southern Stay has to offer and is looking forward to the future.

A Passion for the Garden

Coral Hayes lives at the Gordon Street residence in Hamilton. Over the past 18 months Coral has built on her passion for gardening by expanding the house's vegetable patch.

Not only does the garden look and smell fantastic, by partaking in the gardening activities Coral is reaping the physical benefits and finding it to be very satisfying. So far this year she has harvested corn, broad beans and tomatoes. Coral uses her fresh produce to create salads and meals for everyone at Gordon Street to enjoy. Coral is very proud of her passionfruit plant.



Tim's New Chair

Christmas came early for Tim Hatherell in 2020 when he received his new wheelchair.

Tim's supports are about community inclusion and experiencing everyday life situations such as personal shopping, buying his favorite drink and hiring DVDs. His new wheelchair has increased his community activities. He is now having individual supports twice a week on a Tuesday and a Friday. He chooses his staff by using photos and pointing to them. Tim is looking forward to more community activity, particularly visiting other regional towns. Tim has a great interest in the Portland Tram and a great love for the coastline where he will collect his favorite shells.

Independence for Robert

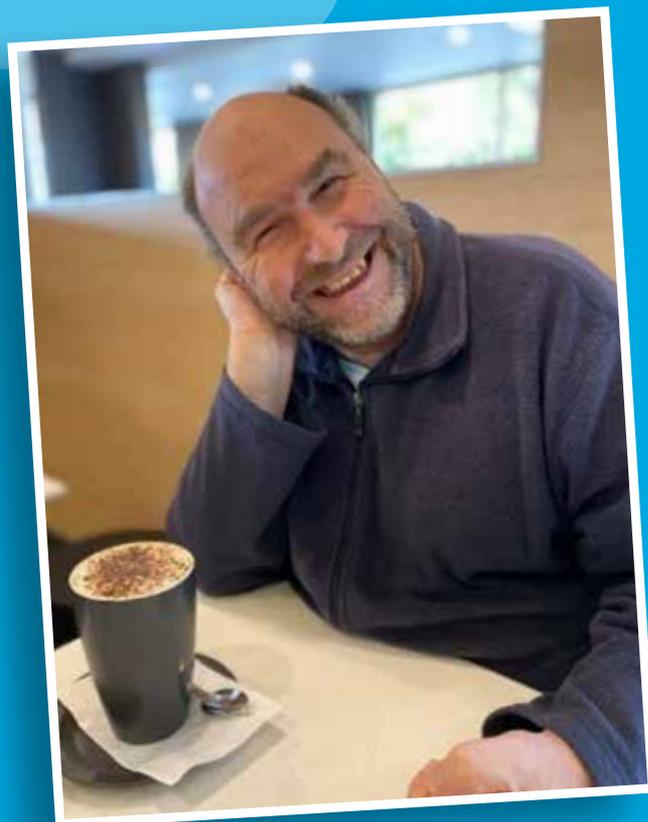
"Hello everyone, my name is Robert Christie. I was born in Melbourne in May 1967 and lived in many different suburbs across Melbourne while I was growing up. In 1985 I was lucky enough to get my first job. This was as a delivery boy for a chemist company. I also obtained a job delivering the Herald Sun around the same time.

It was not until 1987 that I was able to venture into my real passion of radio. I was lucky to work at Albury/ Wodonga, before moving to Warrnambool and living at Shamrock House and then Themar Heights in 1998. During this time, I worked at 3YB where I was in charge of picking up the music from Capricorn Records and bringing it back to 3YB to play on the radio.

In 2009 I moved into my own home. I have three staff who assist me to live independently. MJ, Khyll and Paul support me with menu planning, cooking, shopping, bill paying, medical appointments, household chores and ensuring I remain healthy by going for walks with me along the breakwater.

I also have a little dog called Buddy. He was great company during COVID as I live by myself."

As anyone who knows Robert will understand, he likes a chat and enjoyed telling us about his earlier years. During discussions, Robert agreed it can be hard to find the time and energy to work on greater independence, but he acknowledged it is



definitely worthwhile. Robert also agrees that developing life skills has given him a level of independence that allows him to have choice. He is less reliant on family and enjoys greater independence which has had a positive impact on his quality of life.

Robert is a great example of how independence can help increase self-esteem, even more so if becoming independent is one of your goals. The achievement of financial, social and personal independence gives a sense of accomplishment that can change not only the way you see yourself but the way others see you.

Well done, Robert!

Financial Summary

Southern Stay's result for the year ending 30th June 2021 consists of an operating surplus of \$2.5m. This represents a strong result driven by an increase in Supported Independent Living services.

Key factors include

- Ryot Street was operational from the 1st July 2020, which included a stream of Supported Independent Living and Supported Disability Accommodation funding.
- Continued growth in Plan Management and Support Coordination

Total revenue for 2020/21 was \$18m which was a 14.9% increase on the prior year and total expenses were \$16m, which was up 22.7% on the previous year.

The balance sheet at the end of the 2020/21 year is in a strong position with an increase of \$1.2m in Cash Reserves and an increase of \$418k in Property, Plant and Equipment.

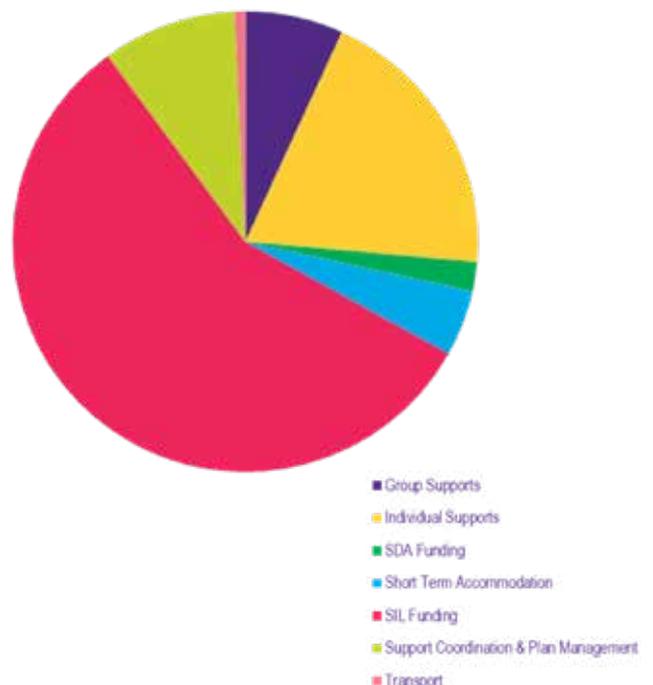
The 2021/22 financial year will see the reinvestment of the \$2.5m surplus into:

- Scorsby Street (Hamilton) SDA facility
- Upgrades to the existing vehicle fleet
- Investment in High Intensity Supports including employment of a nurse
- Increased Repairs and Maintenance to Southern Stay owned properties
- Future planning of the Warrnambool Office Space (current staff are spread over 3 offices)

5 Year Revenue Growth



NDIA Funding Breakdown



Our Participants



choice

inclusi

Our Participants



ion

achievement



**Southern
Stay**

DISABILITY SERVICE

Financial Report

For the year ended 30th June 2021

Statement of Comprehensive Income

FOR THE YEAR ENDED 30 JUNE 2021

	Notes	2021 \$	2020 \$
REVENUE			
Operating Activities	2	18,207,133	15,853,852
Non-Operating Activities	3	338,047	282,322
TOTAL REVENUE		18,545,180	16,136,174
EXPENSES			
Employee Expenses		13,813,762	11,052,242
Property Expenses		515,355	501,926
Administration Expenses		551,474	454,079
Depreciation and Amortisation	4	451,588	343,883
Client Expenses		297,755	263,376
Staff Amenities		266,229	196,824
Vehicle Expenses		130,865	134,801
Sundry Expenses		2,801	95,502
Bad Debt Expense		4,018	20,364
TOTAL EXPENSES		16,033,847	13,062,997
NET RESULT FOR THE YEAR		2,511,333	3,073,177
OTHER COMPREHENSIVE INCOME FOR THE YEAR			
Government Equity in Loyola Avenue		3,210	3,210
TOTAL OTHER COMPREHENSIVE INCOME FOR THE YEAR		3,210	3,210
COMPREHENSIVE RESULT FOR THE YEAR		2,514,543	3,076,387

The accompanying notes form part of these financial accounts.

Statement of Financial Position

AS AT 30 JUNE 2021

	Notes	2021 \$	2020 \$
ASSETS			
Current Assets			
Cash and Cash Equivalents	5	6,072,774	6,851,748
Financial Assets	6	5,092,694	3,036,275
Trade and Other Receivables	7	1,459,283	1,104,890
Other Assets	8	83,094	38,180
Total Current Assets		12,707,845	11,031,093
Non Current Assets			
Property, Plant & Equipment	9	6,881,330	6,463,215
Right of Use Asset	10	462,874	211,700
Total Non Current Assets		7,344,204	6,674,915
TOTAL ASSETS		20,052,049	17,706,008
LIABILITIES			
Current Liabilities			
Trade and Other Payables	11	637,392	1,269,667
Lease Liability		129,346	29,998
Employee Benefits	12	1,761,276	1,647,054
Total Current Liabilities		2,528,014	2,946,719
Non Current Liabilities			
Lease Liability		339,736	187,329
Employee Benefits	12	312,254	214,458
Total Non Current Liabilities		651,990	401,787
TOTAL LIABILITIES		3,180,004	3,348,506
NET ASSETS		16,872,045	14,357,502
EQUITY			
Retained Surplus		15,924,564	13,410,274
Asset Revaluation Reserve		723,848	720,638
Government Equity Reserve		197,013	197,013
Lois McPherson Bequest Reserve		26,620	29,577
TOTAL EQUITY		16,872,045	14,357,502

The accompanying notes form part of these financial accounts.

Cash Flow Statement

FOR THE YEAR ENDED 30 JUNE 2021

	Notes	2021 \$	2020 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from operating activities		18,018,792	16,900,965
Payment to suppliers and employees		(16,003,122)	(12,959,371)
Interest received		75,952	97,325
Donations received		11,275	53,504
Net GST received/(paid)		6,945	5,093
NET CASH PROVIDED BY OPERATING ACTIVITIES	17	2,109,842	4,097,516
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for property, plant and equipment		(822,433)	(2,445,614)
Proceeds on sale of property, plant, and equipment		48,000	252,500
Purchase of financial assets		(2,056,419)	(3,036,275)
NET CASH USED IN INVESTING ACTIVITIES		(2,830,852)	(5,229,389)
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of operating lease		(57,964)	(26,250)
NET CASH USED IN FINANCING ACTIVITIES		(57,964)	(26,250)
NET INCREASE IN CASH AND CASH EQUIVALENTS HELD		(778,974)	(1,158,123)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR		6,851,748	8,009,871
CASH AND CASH EQUIVALENTS AT END OF THE YEAR	5	6,072,774	6,851,748

Statement of Changes in Equity

FOR THE YEAR ENDED 30 JUNE 2021

	RETAINED EARNINGS \$	ASSET REVALUATION RESERVE \$	GOVERNMENT EQUITY RESERVE \$	LOIS MCPHERSON BEQUEST \$	TOTAL \$
BALANCE AT 30 JUNE 2019	10,337,099	914,441	-	29,575	11,281,115
Net result for the year	3,073,177	-	-	-	3,073,177
Other comprehensive income	-	3,210	-	-	3,210
Transfers to and from reserves	(2)	(197,013)	197,013	2	-
BALANCE AT 30 JUNE 2020	13,410,274	720,638	197,013	29,577	14,357,502
Net result for the year	2,511,333	-	-	-	2,511,333
Other comprehensive income	-	3,210	-	-	3,210
Transfers to and from reserves	2,957	-	-	(2,957)	-
BALANCE AT 30 JUNE 2021	15,924,564	723,848	197,013	26,620	16,872,045

The accompanying notes form part of these financial accounts.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

Note 1: Statement of Significant Accounting Policies

Basis of preparation

These are special purpose financial statements that have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and the Associations Incorporation Reform Act 2012. The board have determined that the accounting policies adopted are appropriate to meet the needs of the members of Southern Stay Disability Services Incorporated.

In the board's opinion, the incorporated association is not a reporting entity.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 107 'Statement of Cash Flows', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1048 'Interpretation of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for-profit oriented entities.

Critical accounting estimates

Key Estimates

Impairment

The association assesses impairment at the end of each reporting period by evaluation of conditions and events specific to the association that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value-in-use calculations which incorporates various key assumptions.

Key Judgements

Provision for impairment of Receivables

Management has completed an assessment of Receivables outstanding and conclude that no provision is to be recognised.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

Employee Benefits

For the purposes of measurement, AASB 119: Employee Benefits defines obligations for short-term employee benefits as obligations expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service. As the association expects that all of its employees would use all of their annual leave entitlements earned during a reporting period before 12 months after the end of the reporting period, the association believes that obligations for annual leave entitlements satisfy the definition of short-term employee benefits and, therefore, can be measured at the (undiscounted) amounts expected to be paid to employees when the obligations are settled.

Lease term and Option to Extend under AASB 16

The lease term is defined as the non-cancellable period of a lease together with bond periods covered by an option to extend the lease if the lessee is reasonably certain to exercise that option; and also periods covered by an option to terminate the lease if the lessee is reasonably certain not to exercise that option. The options that are reasonably going to be exercised is a key management judgement that the association will make. The association determines the likeliness to exercise the options on a lease-by-lease basis looking at various factors such as which assets are strategic and which are key to future strategy of the association.

Performance obligations under AASB 15

To identify a performance obligation under AASB 15, the promise must be sufficiently specific to be able to determine when the obligation is satisfied. Management exercises judgement to determine whether the promise is sufficiently specific by taking into account any conditions specified in the arrangement, explicit or implicit, regarding the promised goods or services. In making this assessment, management includes the nature/type, cost/value, quantity and the period of transfer to the goods or services promised.

(a) Revenue and Other Income

Operating Grants, Donations and Bequests

When the association receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

(a) Revenue and Other Income

When both these conditions are satisfied, the association: - identifies each performance obligation relating to the grant - recognises a contract liability for its obligations under the agreement - recognises revenue as it satisfies its performance obligations. Where the contract is not enforceable or does not have sufficiently specific performance obligations:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards;
- recognises relates amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from contract with customer)
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

Capital Grants

When the association receives a capital grant, it recognises a liability for the excess of the initial carrying amount of the financial asset received over any related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer) recognised under other Australian Accounting Standards.

The association recognises income in profit or loss when or as the association satisfies its obligations under the terms of the grant.

Interest Income

Interest income is recognised using the effective interest method.

(b) Income Tax

As the incorporated association is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, and is therefore exempt from paying income tax.

(c) Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term deposits and highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Term deposits with a maturity of greater than 3 months are classified as financial assets.

(d) Trade and other receivables

Trade and other receivables are recognised at amortised cost, less any provision for impairment.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

(e) Property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Land & buildings are stated at fair value, based on regular independent valuations less depreciation on buildings.

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment (excluding land) over their expected useful lives as follows:

Buildings	40 years
Leasehold improvements	40 years
Plant and equipment	3-10 years
Motor vehicles	3-8 years
Furniture & Fittings	5-20 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date. The board have adopted an independent valuation as at 30 June 2018, which represents the fair value of held Land and Buildings. An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

Government equity (Loyola Avenue) represents share repayable to the government in the event this property is sold.

(f) Trade and other payables

These amounts represent liabilities for goods and services provided to the incorporated association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

(g) Employee Benefits

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

(g) Employee Benefits

Other long-term employee benefits

The liability for long service leave not expected to be settled within 12 months of the reporting date are measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and year's 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.

Long Service Leave Portability

Employees entitled to the long service leave portability scheme will have their Long Service Leave entitlement held by the scheme from the 1st January 2021. If the employee is entitled to a higher benefit of Long Service Leave or is not entitled to the scheme, their benefit will be calculated per the Short-term and other long-term employee benefits.

(h) Fair value measurement

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principal market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interests. Valuation techniques that are appropriate in the circumstances and for which sufficient data is available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

(i) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

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 tax authority is included in other receivables and other payables in the statement of financial position.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

(i) Goods and Services Tax (GST)

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the tax authority, are presented as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable.

(j) Leases

At inception of a contract, the Association assesses if the contract contains or is a lease. If there is a lease present, a right-of-use asset and corresponding lease liability are recognised by the Association where the Association is a lessee. However, all contracts that are classified as short-term leases (lease with remaining lease term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Initially the lease liability is measured at the present value of the lease payments still to be paid at commencement date. The lease payments are discounted at the interest rate implicit in the lease. If this rate cannot be readily determined, the Association uses the incremental borrowing rate.

Lease payments included in the measurement of the lease liability are as follows:

- fixed lease payments less any lease incentive;
- variable lease payments that depend on an index or rate, initially measured using the index or the rate at the commencement date;
- the amount expected to be payable by the lessee under the residual value guarantees;
- the exercise price of purchase options, if the lessee is reasonably certain to exercise the options;
- lease payments under extension options if lessee is reasonably retain to exercise the options; and
- payments of penalties for terminating the lease, if the lease term reflects the exercise of an option to terminate the lease.

The right-of-use assets comprise the initial measurement of the corresponding lease liability as mentioned above, any lease payments made at or before the commencement date as well as any initial direct costs. The subsequent measurement of the right-of-use assets is at cost less accumulated depreciation and impairment losses.

Right-of-use assets are depreciated over the lease term of useful life of the underlying asset, whichever is the shortest. Where lease transfers ownership of the underlying asset or the cost of the right-of-use asset reflects that the Association anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

(k) New Accounting Standards and Interpretations not yet mandatory or early adopted

As at 30 June 2021, the following standards and interpretations had been issued by the AASB but were not yet effective. They become effective for the first financial statements for reporting periods commencing after the stated operative dates as detailed in the table below. Southern Stay has not and does not intend to adopt these standards early.

Standard / Interpretation	Summary	Applicable for reporting periods beginning on	Impact on the Annual Statements
AASB 17 Insurance Contracts	<p>The new Australian standard seeks to eliminate inconsistencies and weaknesses in existing practices by providing a single principle based framework to account for all types of insurance contracts, including reissuance contract that an insurer holds. It also provides requirements for presentation and disclosure to enhance comparability between entities.</p> <p>AASB 2020-5 Amendments to Australian Accounting Standards – Insurance Contracts was issued in July 2020 with the intention to reduce the costs application and easing transition by deferring its effective date to annual periods beginning on or after 1 January 2023 instead of 1 January 2021.</p> <p>This standard currently does not apply to the not-for-profit public sector entities.</p>	1 January 2023	The assessment has indicated that there will be no significant impact.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

Standard / Interpretation	Summary	Applicable for reporting periods beginning on	Impact on the Annual Statements
AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-Current	<p>This Standard amends AASB 101 to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current. A liability is classified as non-current if an entity has the right at the end of the reporting period to defer settlement of the liability for at least 12 months after the reporting period. The meaning of settlement of a liability is also clarified.</p> <p><i>AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current – Deferral of Effective Date</i> was issued in August 2020 and defers the effective date to annual reporting periods beginning on or after 1 January 2023 instead of 1 January 2022, with earlier application permitted.</p>	1 January 2023	The standard is not expected to have a significant impact.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$

Note 2: Operating Activities

Client Income	711,761	652,031
Government Grants	17,495,372	15,201,821
	<u>18,207,133</u>	<u>15,853,852</u>

Note 3: Non-Operating Activities

Interest	75,952	97,325
Donations	11,275	53,504
Profit on disposal of plant & equipment	39,854	3,918
Other Income	210,966	127,575
	<u>338,047</u>	<u>282,322</u>

Government Grants are funded as per the NDIA guidelines and the identified service types e.g. Supported Independent Living, Individual & Social Supports, Short Term Accommodation etc.

Note 4: Depreciation and Amortisation

Buildings	109,474	54,355
Plant & Equipment	80,726	85,954
Motor Vehicles	193,234	166,402
Furniture and Fittings	15,948	11,768
Right of Use Asset	52,206	25,404
	<u>451,588</u>	<u>343,883</u>

Note 5: Cash and Cash Equivalents

Cash at Bank	6,071,484	6,849,707
Petty Cash	890	890
Debit Cards	400	1,151
	<u>6,072,774</u>	<u>6,851,748</u>

Note 6: Financial Assets

Term Deposits > 3 Months Maturity	5,092,694	3,036,275
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Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

	2021 \$	2020 \$
Note 7: Trade and Other Receivables		
Trade Debtors	129,278	120,668
Provision for Impaired Receivables	(7,281)	(25,248)
Sundry Debtors	1,324,399	985,679
Bond Receiveable	1,000	-
Accrued Interest	11,887	23,791
	1,459,283	1,104,890
Note 8: Other Assets		
Prepayments	83,094	38,180
Note 9: Property, Plant & Equipment		
Land- fair value	1,941,375	1,825,304
Building- fair value	4,247,248	4,129,700
Less Accumulated Depreciation	(203,956)	(98,531)
Less Government Equity (Loyola Avenue)	(193,803)	(197,013)
	5,790,864	5,659,460
Motor Vehicle	1,434,714	1,241,689
Less Accumulated Depreciation	(861,068)	(740,939)
	573,646	500,750
Furniture and Fittings	198,701	198,283
Less Accumulated Depreciation	(142,196)	(130,797)
	56,505	67,486
Plant and Equipment	687,785	662,660
Less Accumulated Depreciation	(534,146)	(456,019)
	153,639	206,641
Leasehold Improvements	21,748	21,748
Less Accumulated Depreciation	(6,543)	(2,492)
	15,205	19,256
Work in Progress	291,471	9,622
	6,881,330	6,463,215

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$

Land and buildings have been revalued to fair value by Roger Cussen a qualified independent valuer, using market value or depreciated replacement cost depending on the nature of the property. Valuation effect as 30 June 2018.

Note 10: Right of Use Asset

Leased building	540,484	237,104
Accumulated depreciation	(77,610)	(25,404)
Total Right-of-use assets	462,874	211,700

Movements in carrying amounts:

Leased buildings:

Opening Balance	211,700	-
Recognised on Initial application of AASB 16	-	237,104
Additional leases recognised	303,380	-
Depreciation expense	(52,206)	(25,404)
Net carrying amount	462,874	211,700

Note 11: Trade and Other Payables

Accounts Payable	242,185	44,741
Accrued Expenses	100,634	110,686
GST/PAYG	139,139	110,484
Credit Cards	16,943	13,493
Income in Advance	37,995	990,263
Rentention Payable	20,256	-
SWCU- Christmas Club	80,240	-
	637,392	1,269,667

Note 12: Employee Benefits

Current

Annual Leave	783,191	519,436
Long Service Leave	978,085	1,127,618
	1,761,276	1,647,054

Non-Current

Long Service Leave	312,254	214,458
	2,073,530	1,861,512

Notes to the Financial Statements

FOR THE YEAR ENDED 30 JUNE 2021

FOR THE YEAR ENDED 30 JUNE 2021

	2021	2020
	\$	\$
Note 13: Contingent liabilities		
The incorporated association had no contingent liabilities as at 30 June 2021.		
Note 14: Short Term Lease Commitments		
Short Term Lease Commitments		
- no later than 12 months	2,362	-
- between 12 months and five years	-	-
	<u>2,362</u>	<u>-</u>
Note 15: Capital Commitments		
Commitment Payments		
- no later than 12 months	85,392	-
- between 12 months and five years	-	-
	<u>85,392</u>	<u>-</u>
Note 16: Events after the reporting year		
No matter or circumstance has arisen since 30 June 2021 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.		
Note 17: Reconciliation of cash flows from operating activities		
Net result for year	2,511,333	3,073,177
Non-cash flows in profit		
Depreciation and Amortisation	451,588	343,883
Interest for finance lease	6,339	6,473
Profit/(Loss) on Sale of Fixed Assets	(39,854)	(3,918)
Changes in Assets & Liabilities:		
(Increase)/Decrease in other assets	(44,914)	(19,120)
(Increase)/Decrease in receivables	(354,393)	938,658
Increase/(Decrease) in payables	(632,275)	(514,690)
Increase/(Decrease) in employee benefits	212,018	273,053
Net Cash provided by Operating Activities	<u>2,109,842</u>	<u>4,097,516</u>

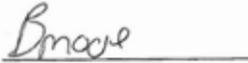
Statement by the Board Members

In the opinion of the Board Members the financial report, comprising the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flow and notes to the financial report:

1. the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and Associations Incorporation Reform Act 2012;
2. the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements;
3. the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2021 and of its performance for the financial period ended on that date; and
4. there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

This statement is made in accordance with a resolution of the Board Members and is signed for and on behalf of the Board by:


Board Member


Board Member

Dated in Warrnambool this 21st day of September 2021

Audit Letter



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF SOUTHERN STAY DISABILITY SERVICES INC.

Opinion

We have audited the financial report of Southern Stay Disability Services Inc., which comprises the statement of financial position as at 30 June 2021, the statement of comprehensive income, statement of changes in equity, and the cash flow statement for the period then ended, and notes to the financial statements, including a summary of significant accounting policies and statement by the board.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the Southern Stay Disability Services Inc. as at 30 June 2021, and its financial performance and its cash flows for the period then ended in accordance with the financial reporting requirements of the *Associations Incorporation Reform Act 2012* and the *Australian Charities and Not-For-Profits Commission Act 2012*.

Basis of Opinion

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

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

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report is prepared to assist Southern Stay Disability Services Inc. in complying with the to meet the requirements of the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-For-Profits Commission Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation of the financial report in accordance with the requirements of the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-For-Profits Commission Act 2012* and for such internal control as management determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Southern Stay Disability Services Inc.'s ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Southern Stay Disability Services Inc. or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Southern Stay Disability Services Inc.'s financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

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

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Southern Stay Disability Services Inc.'s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Southern Stay Disability Services Inc.'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Southern Stay Disability Services Inc. to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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

Independence

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

McLaren Hunt

MCLAREN HUNT
AUDIT AND ASSURANCE

N.L. McLean

N.L. McLEAN
PARTNER

Dated at Warrnambool; 21 September 2021



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