



HRWWG

ANNUAL REPORT 2020/21



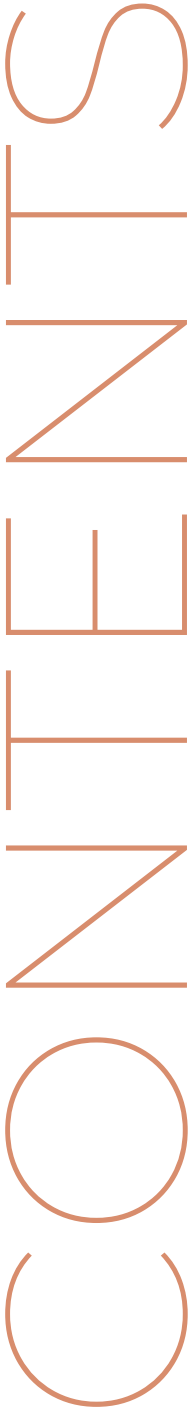


ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the Traditional Owners, Custodians and Elders past, present and emerging of the lands and seas on which we work. We show our recognition and respect for Aboriginal people, their culture, traditions and heritage by acknowledging the contribution they make to the life of this region, believing we can walk together to a better future.

Artwork created by Chloe Sumner - Barka Arts

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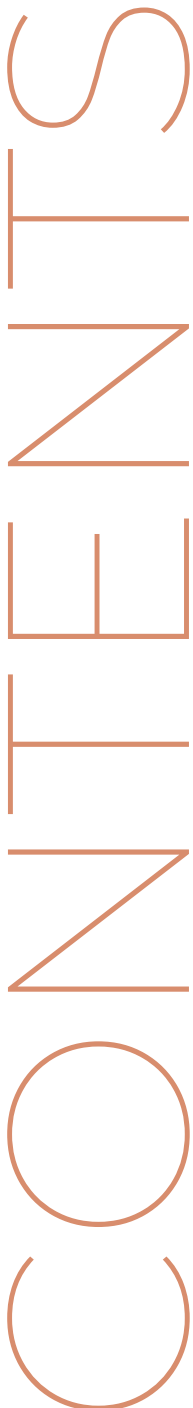
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ABOUT US

Mission

We engage, support and empower Hunter women and their families to improve their lives through gender specific health and family-safe programs, and the provision of early education and care services.

Our targeted, integrated and quality services focus on:

- Reducing violence against women and their children
- Facilitating women's health, safety and wellbeing
- Providing high quality, price competitive early learning and childcare
- Undertaking charitable works to build community participation and partnerships.

Vision

Healthy women, supported families and safer communities.

Our History

Hunter Region Working Women's Group (HRWWG) is a community owned, not-for-profit, charitable organisation, operating in the Hunter Region since 1976. HRWWG governs its two business entities – Hunter Early Childhood Centre (HECC) and Hunter Women's Centre (HWC).

OUR PEOPLE

Board of Management

Hunter Region Working Women's Group Board of Directors is made up of voluntary positions held by dynamic and professional women who are committed to the strategic governance of the organisation and its services. The board of management is responsible for the strategic direction of the organisation and its services with the aim of enhancing service provisions. Currently there is a good mix of professional women who bring a wealth of experience and knowledge to the board including; finance, law, marketing, risk management, welfare, education, business, employment and social services.

| Name | Position | Date Position Appointed | Date of Board Appointment |
|--------------------|-----------------|--------------------------------|----------------------------------|
| Rebecca O'Sullivan | Chairperson | November 2020 | November 2019 |
| Kattie Bugeja | Deputy | November 2019 | November 2016 |
| | Chairperson | Retired June 2021 | |
| Jennifer Parkes | Deputy | November 2020 | November 2015 |
| | Chair/Secretary | | |
| Annette Morrissey | Treasurer | July 2016 | September 2014 |
| Venessa Wells | Ordinary | | April 2018 |
| Dawn Denton | Ordinary | | April 2018 |
| Nicole Waddell | Ordinary | | November 2016 |
| Sonia Liddiard | Ordinary | | June 2021 |
| Tracey Roxby | Ordinary | Retired November 2020 | November 2019 |
| Colleen Webb | Ordinary | Retired November 2020 | November 2016 |
| Shannon Eagles | Ordinary | Retired March 2021 | November 2019 |

Hunter Region Working Women's Group

| Name | Position |
|-----------------|--------------------------------------|
| Lee-Anne Gibson | General Manager (from February 2021) |
| Natalie Driver | Finance Officer (until July 2021) |

OUR PEOPLE

Hunter Early Childhood Centre

| Name | Position |
|----------------------------|----------------------------------|
| Samantha Gilmour | Director/NS(Until December 2020) |
| Emma Bradford (nee Howard) | Director/NS (From December 2020) |
| Cath Howard | Educator/Room Leader |
| Rebecca Hogg | Educator/Room Leader |
| Cassandra Rose | Educator/Room Leader |
| Jann Gill | Educator (Until July 2021) |
| Sancha Malloy | Educator (Until February 2021) |
| Kirsty Lewis | Educator |
| Taylah Hyland | Educator |
| Bianca Morrison | Educator |
| Jane Withers | Educator |
| Kirstie Bonarius | Educator |
| Monique Sharma | Educator |
| Amberley Crothers | Trainee Educator |
| Emily Davies | Trainee Educator |
| Andrew Robertson | Cleaner |

Hunter Women's Centre

| Name | Position |
|------------------|-----------------------------------|
| Kathryn Saint | Service Manager (Until July 2021) |
| Bronwyn Crawford | Counsellor |
| Glenys Schultz | Counsellor |
| Kylie Fawkner | Counsellor |
| Sue Collins | Counsellor |
| Deanne Sullivan | Counsellor/Educator |
| Karen Blake | Counsellor |
| Jeanette Petrie | Intake Worker |
| Helen McCauley | Administration Officer |

CHAIRPERSON'S REPORT

This has been a big year for the Hunter Region Working Women's Group and our two services. We have welcomed and farewelled colleagues, begun the journey of our strategic vision, went through two accreditation processes and weathered another year of the global pandemic.

As I took over the role of Chairperson at the last AGM, I would like to sincerely thank Jennifer Parkes for her steady tenure as the outgoing Chair. We are fortunate to have her remain on the Board in a deputy role. I would also like to thank Kattie Bugeja who took on the role of Secretary until her retirement in June 2021. I would also like to sincerely thank Tracey Roxby and Shannon Eagles, who for personal reasons were not able to stay with us at HRWWG. We welcomed Sonia Liddiard as our Ordinary member representing the early childhood sector in July 2021, and I would also like to sincerely thank our other members – Annette Morrissey continuing to guide us as our Treasurer, and Nicole Waddell, Venessa Wells and Dawn Denton. We are a passionate and committed team.

Throughout the pandemic, the Board spent some time developing the strategic vision 2020-25 which was finalised in October 2020. It included a revised structure over the two services of a part-time General Manager and recruitment commenced. During this period, Samantha Gilmour sought opportunities outside of HRWWG and she was thanked for her outstanding contribution to all aspects of the operations of HECC and the governance of both organisations. We wish her all the best in her future endeavours. The Board appointed Emma Bradford (nee Howard) into an acting role while the General Manager was recruited, though she has now been appointed permanently into this role. We would like to especially thank Emma for guiding us through the Assessment and Rating process of the Early Childhood Centre where we received a Meeting standard. We are thrilled with that outcome given the changes at the Centre and in the general community and would like to thank ACCEQA and the Department of Education for their support.

We were also successful in our recruitment of an outstanding General Manager, Lee-Anne Gibson, who started with us in February and really hit the ground running. The Women's Centre started their own accreditation with ASES around this time and Service Manager Kate Saint, Board Member Nicole Waddell and Lee-Anne steered us through this intense process.

Kate Saint retired as expected at the end of this process, I would like to especially thank her as well as all our staff for their exceptional resilience and commitment during this time.

The global pandemic has been challenging again in 2021 as it was in 2020. We have all felt the upheavals both individually and as part of the community. Our services have remained open and followed all evolving Public Health Orders during this period. We have seen the impact of the pandemic on the continuing increase in domestic and family violence in the Newcastle and Hunter region, influenced by enormous change to working and family conditions caused by rapidly evolving economic circumstances, increasing unemployment and the impact of a more strictly regulated way of life in Australia. Allowing for these challenges, the organisation's services have navigated these uncertainties in a practical, creative way despite extreme challenges in preserving continuity of service provision.

We have continued and enhanced our relationships with wonderful organisations such as the Newcastle Permanent Charitable Organisation who continue to support us, and the Department of Communities of Justice. We also thank the Hunter New England Health Service and NSW Health for their longstanding commitment to our work and the Women's Health Centre peaks for their guidance.

On behalf of the Board of Hunter Region Working Women's Group, it has been a privilege to work alongside our dedicated staff, Directors and Service Managers in a challenging and unique 12- month period. I again offer my sincere thanks to our current 2020/2021 Board for their dedication and input in guiding the organisation – Jennifer Parkes, Nicole Waddell, Annette Morrissey, Venessa Wells, Dawn Denton and Sonia Liddiard – and I look forward to working with these exceptional women under the steady leadership of Lee-Anne Gibson in 2022.

REBECCA O'SULLIVAN

Chairperson

GENERAL MANAGER'S REPORT

Commencing in February 2021 as the General Manager of the Hunter Region Working Women's Group, I knew I would be stepping into a newly created role and a challenging space. Having lived and worked in the Hunter Valley for over 30 years, heading to the Newcastle area was a big decision. The relaxed lifestyle and the welcoming of the locals has made the process less stressful. I am honoured to be given the opportunity to lead two very different services – The Hunter Women's Centre and Hunter Early Childhood Centre. I am enjoying the challenge of building working relationships with staff in both spaces and working with them to lead us forward as a united team. Partnerships are an important factor in service delivery and I endeavour to promote the Hunter Region Working Women's Group and build genuine relationships with organisations in the Hunter area.

As we reflect over the past 12 months we realise just how far the organisations have come and what significant milestones and changes have been made along the way. It's imperative we acknowledge the staff before my time that laid the foundations for a sustainable organisation that continues to grow under the umbrella of the Hunter Region Working Women's Group.

It is also very important to acknowledge the Board of Management who continues to ensure that the fundamental principles of the Hunter Women's Centre and Hunter Early Childhood Centre identify the needs that drive both services achievements. Strong and transparent community consultation demonstrates the core needs of our clients in the Hunter area and the focus and directive on achieving these is driven by the Board as the community's representatives.

The Hunter Women's Centre continues to grow and expand its service delivery with the Hunter New England Health area. The Hunter Early Childhood Centre has endured significant changes that was necessary and complimentary to their service model.

There has been staff changes within both services that has clearly defined the necessity for long term managerial consistency. What has made these changes more rewarding and challenging is the combined effort of Staff and board to ensure minimal disruption.

I would like to take this opportunity to express my gratitude and appreciation to the Hunter Region Working Women's Group Board of Management, for their ongoing commitment and leadership. I would also like to acknowledge the exceptional dedication and commitment by all staff of the Hunter Women's Centre and Hunter Early Childhood Centre as they are an amazing talented group of women with a wide breadth of knowledge across several professional areas of expertise.

LEE-ANNE GIBSON

General Manager

SERVICE REPORTS

HUNTER EARLY CHILDHOOD CENTRE (HECC)



The last 12 months have proven difficult with lockdown in our community. The ongoing support, emails of thanks and praise, and patience while we implemented our COVID policies and procedures from our families, has made us all want to continue pushing for even greater outcomes.

The educators have shown up during these uncertain times, continued to bring the children consistency by continuing to work on the floor and give quality care and education. I would like to acknowledge a few members who have gone above and beyond to support us this year: Sam Gilmour, Cath Howard, Bec Hogg and Cassandra Rose. This team have put in extra effort to support, and I am extremely grateful.

To our Board of Management and Lee-Anne Gibson. Thank you for your ongoing support and guidance. With your input we have been able to reach goals for our service programs.

EMMA BRADFORD

Director/Nominated Supervisor

" All of the educators are so kind, patient and caring and it warms my heart to know that such beautiful people are caring for and teaching my child. " - Salem Family

OUR PROGRAMS

HUNTER EARLY CHILDHOOD CENTRE (HECC)



Cultural: With guidance from Kirsty Lewis our cultural leader (currently undertaking the Koori Curriculum professional development) we have been able to authentically embed our cultural environments and experiences at the service. Another partnership we have formed was through Chloe from BarkaArts who has created beautiful resources from our cultural grant we received. We will continue to work in partnership with Chloe and hope to be successful in another grant to paint a mural at the front of our service.

Mindfulness: Cath Howard has been running mindfulness Thursdays at the service through the OWNA app for families and educators to access. This program has received positive feedback from all involved who have been implementing these strategies at home.

"Where to start for our beautiful Cath!... Our child knows deep breathing and yoga thanks to you - and it's a benefit in so many aspects of her life. She can find her centre mid tantrum and that makes our life amazing!" - Regan Family



OUR PROGRAMS

HUNTER EARLY CHILDHOOD CENTRE (HECC)

"...our support coordinator at Essentially Your Choice actually recommended you guys as a place for little people that need a bit extra love so we think it's the right place for our two." - Atkins Family

Connections in community: We have worked hard this year to continue building partnerships within our community, even through the pandemic. Bec Hogg has ran the school transition program with our local schools to organise Zoom meetings with teachers to discuss our individual school leavers' achievements and outcomes they are working towards. We have additionally built partnerships with KU Inclusion Support, Department of Communities and Justice, Newcastle UNI, STEPS, Mayfield Aged Care. HECC are working towards establishing more health care professionals through our community spotlight display.

Risky Play/Bush kindy program: Jane Withers has had a big passion for the positive outcomes of risky play in early childhood and has been able to apply this to our outdoor program. Jane has completed risk assessments and involved families, children, and educators' voices to them. Jane has organised a fire pit, flying fox and swing set and climbing rope.



ASSESSMENT AND RATING

HUNTER EARLY CHILDHOOD CENTRE (HECC)

In January we received our notice for Assessment and Rating, the process was a positive experience using a self-assessment tool to share with the assessor what our service strives to achieve. After our A&R process we received our report and had reached meeting in all areas. We would like the opportunity to acknowledge Sam Gilmour for her tireless effort to restructure our service and create a positive working atmosphere for us to reach our outcomes. Without her leadership we would not have received such a positive rating.

- ★ QA1- Educational Program and Practice - Meeting
- ★ QA2- Children's Health and Safety - Meeting
- ★ QA3- Physical Environment - Meeting
- ★ QA4 - Staffing Arrangements - Meeting
- ★ QA5 - Relationships with Children - Meeting
- ★ QA6 - Collaborative Partnerships with Families and Communities - Meeting
- ★ QA7 - Governance and Leadership - Meeting

ASSESSMENT AND RATING

HUNTER EARLY CHILDHOOD CENTRE (HECC)

What we are working towards:

QA1

- continue to build upon the educator's confidence in engaging in critical reflection and sharing this information to improve and shape practice across the service,

QA2

- Involving the children and families in risk assessment processes

QA3

-Sustainability practices being consistently implemented or embedded across the rooms.

QA4

-Engaging educators in our community to apply at HECC and building a strong casual pool

QA5

-Mindfulness practices being authentically embedded in all rooms at HECC

QA6

- Consider opportunities to meaningfully engage Aboriginal and Torres Strait Islander organisation within the community

-Continue to support families to build relationships with community services and agencies

QA7

-Professional Development opportunities readily available

SERVICE REPORTS

HUNTER EARLY CHILDHOOD CENTRE (HECC)

COVID-19

Although it was a shock to all households, with so many huge changes for children, families, and educators, we continued to strive for continuity in our service. We firstly needed to ensure our team of educators had a strong sense of wellbeing and belonging in our community. Our wellbeing check-ins were paramount in creating a positive safe space for educators to share their concerns and how the service could continue to support their wellbeing. For the families we continued to create at home learning kits and Zoom meetings for them to continue to connect with their rooms and educators. We also changed our tours of the service to virtual to be able to still reach high percentages in occupancy.

" You have all provided comfort to the families during a scary and uncertain time" – Greene Family

Staffing

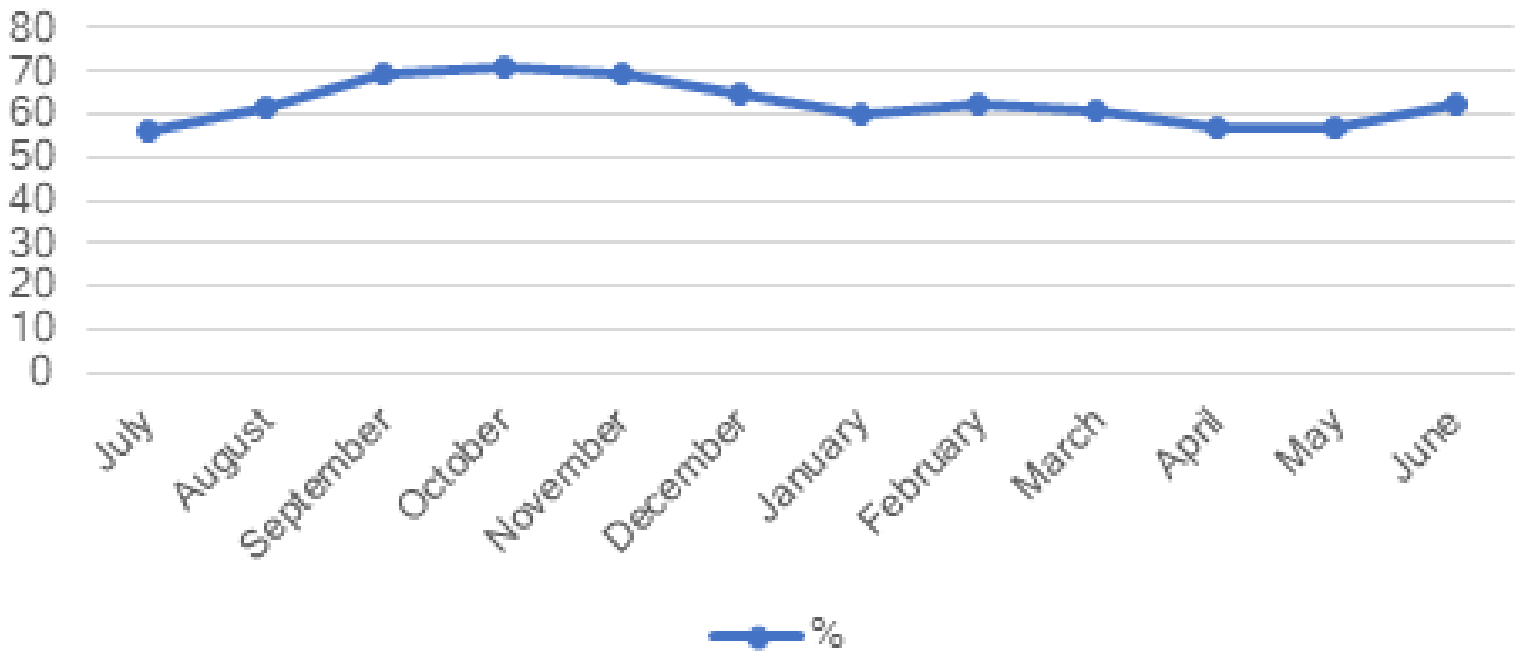
In the beginning of 2021 we sadly said goodbye to two long serving staff who resigned from their positions, Jann Gill and Sancha Malloy. Our service was also saddened to learn that Sam Gilmour resigned from her position in November 2020 as Director/Nominated Supervisor, where Emma Howard stood into the role. We thank them for their tireless work and dedication to the service.

In January we were able to employ 2 new Certificate 3 trainees, Emily Davies and Amberley Crothers who will complete their certificates in December 2021. We also employed Jane Withers as our new ECT and Monique Sharma as a Cert III.

ENROLMENTS

HUNTER EARLY CHILDHOOD CENTRE (HECC)

Occupancy Utilisation %
2020-2021



Enrolments

Over the 20/21 FY we have seen a steady increase in our occupancy except for the usual drop in January – February 21 due to our usual percentage of pre-school aged children leaving for school. With the steady increase in our occupancy and our current waitlist we forecast that by the start of 2022 we will see an occupancy level of over 80% from February.

ENROLMENTS

HUNTER EARLY CHILDHOOD CENTRE (HECC)

Enrolment snapshots

40%

Of our enrolments have come from word of mouth in our community.

100%

Of our families are satisfied with the tour and orientation process.

85%

Of our families are currently in paid employment.

90%

Of our enrolments currently live in Mayfield or surrounding suburbs (within 5km)

FINANCIAL

HUNTER EARLY CHILDHOOD CENTRE (HECC)

GRANTS

- Quality Learning Environment 1 \$10k – creating sensory garden area outside (Extended)
- Quality Learning Environment 2 \$15k – timber creations, created amazing outdoor timber resources such as a zig zag balance beam, tepee, racing car and multiuse timber log.
- Community Grant \$10k – cultural resources and professional development (Koori Curriculum, art works for the service, doll houses/dolls)
- Start Strong \$9k – employing a teacher in pre-school room, professional development, assist with study, three employees have had payments made to go towards their HECS debt
- Community Building Partnerships \$15k – car park upgrade

FUNDRAISING

- Mother's Day raffle \$170 – the service organised a raffle and afternoon tea for Mother's Day for all families which had a very positive response, with the families and educators donating many items for the raffle
- Jeans for Genes \$120 – raised donations for family at HECC that has been personally affected by a rare genetic disorder named Intellectual Developmental Disorder with Dysmorphic Facies and Behavioural Abnormalities (IDDFBA)
- Garden to Shelf \$150 – the Discoverers children have created bath salts, cleaning products and worm water fertilizer to sell for funds to put towards resources.



SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)



Hunter Women's Centre is funded by Hunter New England Local Health District to improve the health of marginalised and disadvantaged women, Aboriginal women, women who experience violence, CALD women, rural and/or remote women. Hunter Women's Centre provides free, confidential information, advice and referral to women regardless of age, race or circumstances. Our team consists of professional women, supporting women by offering leading advice in Health Education and Promotion, Advocacy, Community Education, Social Action and Counselling for domestic violence support, to community workshops and professional training in a safe, inclusive and nurturing environment for all women. My vision is to guide the Hunter Women's Centre into an era of growth with three key goals:

- To be recognised as the go to place for Women in the Hunter for counselling support, health and wellness education.
- To be a viable organisation and,
- To facilitate positive social impact for Women and their families within the community.

The more effectively we are able to do that, the more valuable I believe our service will be in this community moving forward into 2022. The Hunter Women's Centre's staff are a dedicated team that showcased their ability to quickly adapt to the completely disrupted external environment that COVID-19 brought in 2020-2021 which changed our way of service delivery. Staff continued to operate and the 'new normal' was highly impressive. This is a credit to the then Hunter Women's Centre Manager Kate Saint and our Board of Management, who governed the organisation through initial uncertainty and uncharted waters. Staff rapidly mastered a can-do attitude across the organisation. HWC demonstrated that as a modern, progressive workplace, with flexible working arrangements, we were able to readily respond to any situation.

IT upgrades allowed our team to adapt to working remotely with limited interruptions to service delivery. I am immensely proud of the way that every staff member responded to the changes we had to make on a daily basis. In the past year HWC have facilitated a number of programs to support women fostering well-being and positive pathways. All of our programs have been specifically developed to meet the needs of our clients, and are designed and facilitated within a flexible model giving participants the options of attending face to face or online. At times these programs are instantly visible and measurable, but quite often the benefits are long term and have a substantial positive impact on the client and at times their families. The Hunter Women's Centre is proud to once again be recognised with an Australian Service Excellence Standards Certificate Level. Hunter Women's Centre was found to continue to be an effective organisation on receiving a 100% in this year's assessment. All the evidence of sound management practices, client information and service outcomes were found to be current within the organisation.

LEE-ANNE GIBSON

General Manager/Service Manager

SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

Counsellors

During 2020/2021 we have all experienced moments of uncertainty and faced many changes happening very quickly. It has been a privilege as counsellors to see clients discover their inner strength and courage to face their fears and take steps towards making changes in their lives. These changes have included:

- moving on from abusive relationships
- feeling more calm after using strategies learnt to cope with anxiety, anger and grief. Clients using these strategies has led to improved relationships with themselves, their children, family members and friends. For some clients these changes have also lead to having restoration of their children who have been in care
- gaining confidence and increasing self-esteem by using new skills learnt in counselling
- finding their voice to communicate assertively and set boundaries
- healing from past traumatic experiences
- having a better understanding of themselves and others

"When I first came to the women's centre I had no confidence and self-esteem. I had been mentally and verbally abused in my marriage, all my husband wanted was for me to work and make money all the time - even when I had a big stroke. My counsellor was amazing in helping me. She went way beyond what she had to do to help me. The staff at HWC are amazing with kindness and friendship. I had just comeback to donate small Xmas cushions to be given to clients and some to staff - that is how grateful I am for all their kindness"

SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

*“I walked in scared
and suicidal and
walked out with
hope and happiness”*

Upper Hunter Outreach

During FY20/21 the Hunter Women's Centre established counselling services within the Singleton and Muswellbrook region. This project was supported and financially funded by the Newcastle Permanent Charitable Foundation. The program delivered telehealth solutions to women who are isolated and unable to access trauma informed counselling and recovery services within the region. This project delivered over 70 occasions of service during the reporting period and facilitated Building Healthy Relationship Workshops to women living in isolated communities. Community partnerships were created in the local area to establish holistic wrap around services to support women relocate, seek financial assistance and access community and parenting programs. A partnership was built with Singleton Council where the HWC attended the Singleton Community Services Awareness day. This project has been well received with positive client feedback. This project enabled 2 women access to safety planning which enabled them and their children to relocate from domestic violence and re-establish life interstate.



Raymond Terrace Outreach

A counsellor was onsite at Raymond Terrace once per fortnight as part of the outreach program. Many of the clients at Raymond Terrace were referred by The Port Stephens Family and Neighborhood Centre. All of the clients from this outreach service had experienced Domestic and Family Violence. Due to Covid 19 this outreach, and other outreach programs were put on hold until Covid restrictions allowed face to face appointments to continue.

WORKSHOPS

HUNTER WOMEN'S CENTRE (HWC)

Discoveries

HWC partners with Newcastle Sexual Assault Service to deliver annually an 8 week client program for adult women survivors of childhood sexual assault (CSA). This client group program is rare for the Hunter region and HWC proudly aims to continue providing this service to the community. A grant gratefully received from the Newcastle Permanent Charitable Foundation also supports all HWC clinical staff to extend their training in working with these marginalised women.

Domestic Violence 4 week Group

A four week group for women who are currently, or have been in the past, controlled by their partner in order to gain awareness of equal versus unequal relationships and build skills for positive change.

Getting Your Act Together

Anxiety Workshop (August – September) In this workshop, women learnt how to notice symptoms of anxiety, understand where anxiety comes from and strategies to manage anxiety.

Joy & Empowerment (September 2020 & Jun 2021)

This workshop is for women to explore celebrating joy and feel empowered to bring positive change in their lives.

Self Esteem Strategies

This workshop is for women interested in practical strategies to improve their self-esteem. Strategies included developing and using effective affirmations, and how to change negative self-talk messages.

Using Boundaries in Relationships

Participants explore how to use assertive boundaries in your relationships for less confusion, improved communication and personal empowerment.

SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

Training and New Skills

As the world has undergone many changes over the last financial year, so has the role of a Counsellor. During 2020/21 HWC offered counselling sessions via telehealth and Zoom. Although technology has had its challenges, counselling via zoom has enabled both Counsellor and client to see each other face to face which has been greatly beneficial for rapport building, seeing body language and for teaching new therapeutic skills. Telehealth has also been beneficial for those who are living in remote areas or who may have mobility issues. The Counselling Team also greatly appreciated the purchase of iPads to be used in counselling sessions with clients.

The iPads have enabled Counsellors the opportunity to share information and resources in session. In 2021 HWC introduced weekly informal catch ups for women to join a counsellor for a chat during times of lockdown. This initiative allows women to maintain connection, build friendships and reduce the feeling of isolation and disconnection. This initiative has also provided connection for women who have come from refugees, where they shared stories of strength and resilience. In addition, some of our clients do not speak English as a first language and have required an interpreter. This has been a learning experience at HWC as well as demonstrating the diversity of our clients

Administration

HWC's Administration Officer is Helen McCauley who is our only full-time staff member working across the business week supporting management, counsellors, clients and services. The front desk recorded 3692 reportable client contacts over the financial year. HWC is pleased to continue to have assistance from our casual administration pool listing when Helen is on leave, Wendy Baugh and Amber Heynatz. We are grateful for their continued support and availability and look forward to continuing training when our current Health directives change. Administration was able to continue to take bookings and provide service for our regular Term programs within the current NSW Health Guidelines which saw smaller numbers being permitted to attend. We were able to continue to offer limited after-hours counselling and workshops within this period for working women. In June 2020, HWC created a partnership with Hunter Volunteer Centre engage volunteers within administration and gardening support. HWC recognises the valuable contribution to the service made by volunteers and actively encourages their participation and we look forward to re-engaging moving forward following Covid restrictions easing.

SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

KPI'S AND EFFECTIVENESS

HUNTER WOMEN'S CENTRE PERFORMANCE AGAINST THE HNEH FUNDING KPI'S HAS EXCEEDED THE KPI'S IN ALMOST EVERY CASE, THIS IS DESPITE THE CHANGING AND CHALLENGING TIMES.

| HNEH KPI'S | EXPECTED NUMBER VS ACTUAL NUMBER | STATUS: ON TARGET, EXCEEDED OR NOT MET |
|--|--|---|
| Inquires Telephone/Website /Email/Facebook | Expected: 2500 Actual: 3480 | Exceeded: Dramatic increase in service demand due to COVID-19 |
| Walk in clients | Expected: 195 Actual: 20 | Not met: COVID-19 has impacted |
| Scheduled Counselling Appointments Occasions of Service (OOS) | Expected: 750 Actual: 1594 | Exceeded |
| Improved Kessler 10 Psychological Distress Scale between the 1st and 5th/6th counselling session | Expected: 70% Actual: 13% | Not Met: COVID has impacted as well |
| Number of educational workshops/groups | Expected: 24 Actual: 40 | Exceeded |
| Percentage of women reporting improvements to knowledge; (Healthy relationships) | Expected: 75% Actual: 96% | Exceeded: Workshop/group/course evaluations exceeded expectations and KPI's including online |
| Percentage of women receiving information about healthy lifestyle programs | Expected: 100% Actual: 100% | On Target All women receive health information bag on first counselling appointment at HWC. |

PARTNERSHIPS, DONATIONS AND SUPPORT

HUNTER WOMEN'S CENTRE (HWC)

HWC is fortunate to have many partner organisations, agencies, families, groups and individuals that continuously provide ongoing support to Hunter Women's Centre. We would like to thank all of the following for their generosity, kindness and assistance, and their efforts allows the clients of HWC to have a safer, more comfortable and valuable experience.

- Newcastle Permanent Charitable Foundation
- Merewether Golf Club Women's Committee
- Newcastle Coal Infrastructure Group
- Jade - 28 Days of Flowers
- Lisa Hyde - Mills Art Therapy Workshops
- Anastasia Dunstan
- Ramsey Health Care - Lake Macquarie
- Trauma Teddies
- Newcastle City Council Community Builders Partnership
- NDIA
- Ingrid
- Women of Courage AA
- Woolworths - Mt Hutton
- Woolworths - Cardiff
- HNE Health Sexual Assault Service
- Samaritans Foundation
- Speaking in Colours
- Northern Territory Cards
- Dr Trisha Pender – University of Newcastle Gender Equity Network
- Toni @ Barber Industry
- Walka Grange Crochet Group
- Pride Cleaning
- Dangling Threads
- Bunnings - Heatherbrae
- Bunnings - Kotara
- Grilled - Junction
- Happy Hookers
- Theresa
- Linda
- Tiffany
- Health Care Interpreting Service HNEH
- Hicksons Lawyers
- Ellis Group
- Hunter Valley Financial Counselling Project
- Community Helping Community Inc.
- Volunteer: Judy Jacobs
- East Lakes Quirky Quilters
- Zonta Newcastle
- Limitless Property Group – Tradie Network
- Share the Dignity
- Wendy & Co.
- Savitri Naidoo- Chakras Dance
- Tina Chen: Tai Chi
- Many anonymous donors

In July 2020, Emma-Leigh demonstrated strength and courage by running 52km in 4 hours and 24 minutes to raise money for the Hunter Women's Centre. The money raised went towards updating one of our Counselling rooms. Thank you Emma. Clients absolutely love our new comfortable couches



SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

Client Feedback and Results: The real story of HWC is not in the statistics but in the lives of the women and how we support them. Here are just a few. (Please note that all names and some details have been changed to protect client identities where necessary).

Barbara had been through a terrifying ordeal of witnessing a fatality and almost losing her own life as well. We worked on reducing the effects of the trauma and teaching her strategies to manage the panic attacks, so that she could return to her job.

Felicity's ex-husband was trying to exploit her extreme shyness and low self-esteem to claim in family court proceedings that she was not a fit parent and was mentally unwell, after she left him due to long-term abuse. After counselling she had grown in confidence and was happily re established as a safe single parent.

Sarah became homeless through no fault of her own just before COVID hit, and had been living in her car, trying to remain healthy and safe while she sought housing. During lockdown, the public amenities she had been relying upon were closed down and Sarah was struggling with isolation, poverty and fear. We used telephone counselling regularly in order that she didn't feel so alone, and worked on strategies, referral points and safety. We ended counselling after she secured a place to live.

SERVICE REPORTS

HUNTER WOMEN'S CENTRE (HWC)

Client Feedback and Results continued

Nadia's husband lost his secure long-term job in a specialised industry due to COVID business closures. After months passed he had to leave the family to get employment in another state. Nadia thought she was coping until one day suddenly experiencing a panic attack and thought she was dying. We worked together to help her understand the source of the panic, links to her history, and strategies to manage the anxiety and her current situation.

With complex needs and little support around her, Amanda needed kindness and encouragement, emotional support for grief, psychoeducation about domestic violence and healthier relationships, and some practical strategies for prioritising and decision-making. She is focused on stabilising her life and looking forward to having her son restored into her care.

Camilla was frightened of her partner who, along with his adult son, controlled her over time into a life of servitude. She was a hard worker and had begun saving small amounts of money to fund her escape. She was terrified he would stop her or hurt her if he found out. We worked together on how to access support services, and on strategies to stay safe as she planned to leave.

SNAPSHOTS

HUNTER WOMEN'S CENTRE (HWC)

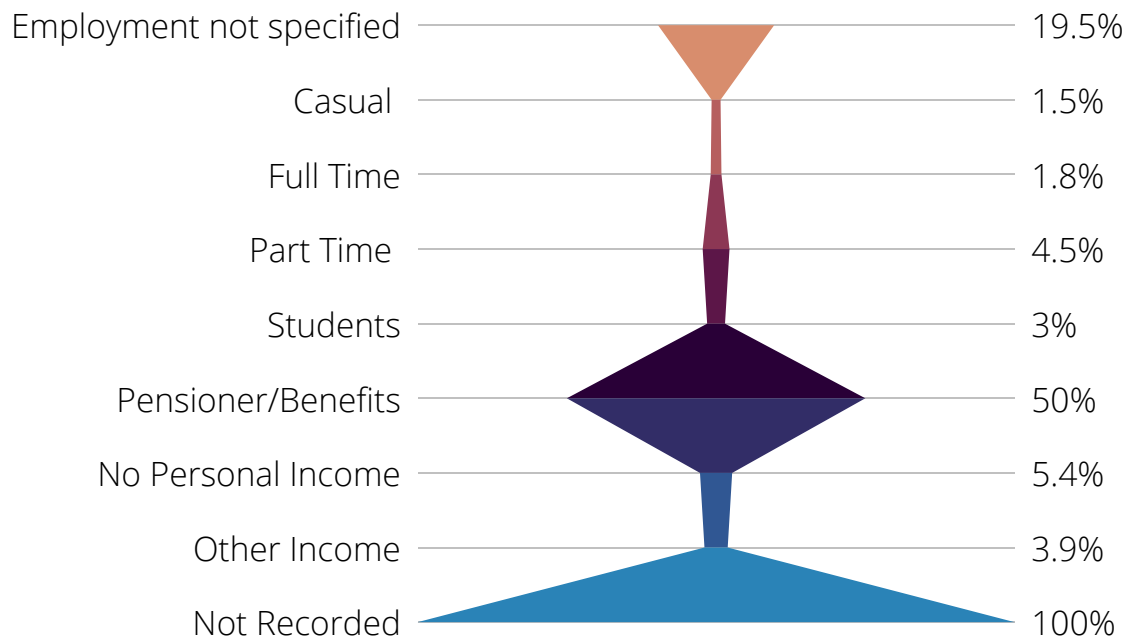


HNEH Geographical Area – 626 people access HWC service



Clients Groupwork – 15 Workshops facilitated – 243 participants

Client Socio-Economics



100%

- *386 New Clients – 100% success rate through flyers/media*

100%

- *240 Returning Clients – 100% success rate through professional services, friends/relatives*

ANNUAL FINANCIAL STATEMENTS

HUNTER REGION WORKING WOMEN'S GROUP



Hunter Region Working Women's Group Ltd

A Supported and Safe Community

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Contents

For the Year Ended 30 June 2021

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Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Responsible Entities' Report

30 June 2021

The directors present their report, together with the financial statements of the Company, being the Company for the financial year ended 30 June 2021.

Information on directors

The names of each person who has been a director during the year and to the date of this report are:

Jennifer Parkes

Experience

Solicitor

Special responsibilities

Secretary/Vice Chairperson

Rebecca O'Sullivan

Experience

Social Services and NFP

Special responsibilities

Chairperson

Annette Morrissey

Experience

Chartered Accountant

Special responsibilities

Treasurer

Kattie Bugeja - Retired June 2021

Experience

Arts Administrator

Special responsibilities

Director

Colleen Webb - Retired November 2020

Experience

Manager at TAFE

Special responsibilities

Secretary

Shannon Eagles - Retired March 2021

Experience

MBA. Communications and PR

Special responsibilities

Director

Tracey Roxby - Retired November 2020

Experience

Team Leader at TAFE

Special responsibilities

Director

Dawn Denton

Experience

Head of Marketing

Special responsibilities

Director

Nicole Waddell

Experience

Compliance Manager

Special responsibilities

Director

Venessa Wells

Experience

Consultant

Special responsibilities

Director

Directors have been in office since the start of the financial year to the date of this report unless otherwise stated.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Responsible Entities' Report

30 June 2021

Principal activities

The principal activities of the Company during the financial year were:

- Women's Health
- Welfare
- Child Care.

No significant change in the nature of these activities occurred during the year.

Short term objectives

The Company's short term objectives are to:

- To ensure the centres have a comprehensive and competitive suite of programs based on a person-centred service delivery model.
- To ensure that centres are a well recognised and respected brand with a secure service footprint and sound funding base.
- To optimally and effectively manage the centre resources.

Long term objectives

The Company's long term objectives are to:

- To develop, maintain and expand strategic alliances and partnerships.
- To maintain sound governance systems overseen by a strong Board and Executive team.
- To create and maintain systems that effectively support all aspects of the centres' operations.

Strategy for achieving the objectives

To achieve these objectives, the Company has adopted the following strategies:

- Development of measurable objectives in the forthcoming strategic plan.
- Continual alignment of the organisation and services with the centres values.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Responsible Entities' Report

30 June 2021

How principal activities assisted in achieving the objectives

The principal activities assisted the Company in achieving its objectives by:

- Provision of Community based services for women and children.
- Provision of women's health programs and child care services.
- Provision of community based counselling and support services.

Performance measures

The following measures are used within the Company to monitor performance:

- Meeting Output Targets.
- Successfully undertaking formal Accreditation Surveys / Audits.
- Demonstrating compliance with all relevant standards.
- Formal Program evaluations where appropriate.
- Outcome measures pertinent to each program.
- Client, volunteer and staff satisfaction surveys.
- Performance appraisals of staff.
- Complaints and appreciations.

Members guarantee

Hunter Region Working Women's Group Ltd is a company limited by guarantee. In the event of, and for the purpose of winding up of the company, the amount capable of being called up from each members and any person or association who ceased to be a member in the year prior to the winding up, is limited to \$5 for members subject to the provisions of the company's constitution.

At 30 June 2021 the collective liability of members was \$45 (2020: \$45).

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Responsible Entities' Report

30 June 2021

Meeting of Directors

During the financial year, 12 meetings of directors were held. Attendances by each director during the year were as follows:

| | Directors' Meetings | |
|--------------------|---------------------------|-----------------|
| | Number eligible to attend | Number attended |
| Annette Morrissey | 12 | 9 |
| Jennifer Parkes | 12 | 8 |
| Kattie Bugeja | 12 | 11 |
| Colleen Webb | 5 | 1 |
| Shannon Eagles | 11 | 8 |
| Venessa Wells | 9 | 6 |
| Nicole Waddell | 12 | 10 |
| Dawn Denton | 9 | 4 |
| Tracey Roxby | 5 | 3 |
| Rebecca O'Sullivan | 12 | 11 |

Auditor's independence declaration

The lead auditor's independence declaration in accordance with Division 60.40 of the *Australian Charities and Not-for-profits Commission Act 2012*, for the year ended 30 June 2021 has been received.

Hunter Region Working Women's Group Ltd

Directors Declaration

The committee has determined that the Company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the directors:

1. The financial report as set out on pages 6 to 25 presents fairly the financial position of Hunter Region Working Women's Group Ltd as at 30 June 2021 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Hunter Region Working Women's Group Ltd will be able to pay its debts as and when they fall due.

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

Director.....

Director.....

Dated 28 October 2021

Hunter Region Working Women's Group Ltd

Auditor's Independence Declaration under Division 60.40 of the Australian Charities and Not-for-profits Commission Act 2012 To the Directors of Hunter Region Working Women's Group Limited

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2021, there have been:

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



Neil Watson
Partner
KLM Accountants

28 October 2021

Charlestown, NSW

Hunter Region Working Women's Group Ltd
Consolidated Statement of Profit or Loss and Other Comprehensive Income
For the Year Ended 30 June 2021

| | 2021 | 2020 |
|------------------------------------|--------------------|-----------|
| | \$ | \$ |
| Grant Income | | |
| ECEC Funding | - | 31,258 |
| Hunter New England Health | 537,300 | 541,587 |
| Other Government Grants | 43,263 | 13,653 |
| Other Non Government Grants | 82,605 | 18,289 |
| | 663,168 | 604,787 |
| Fees Received | | |
| Childcare Fees | 800,177 | 641,536 |
| HWC Fees | 3,410 | 2,255 |
| | 803,587 | 643,791 |
| Other Income | | |
| Donations & Contributions | 26,090 | 80,907 |
| Interest | 1,641 | 4,395 |
| Jobkeeper Subsidy | 28,500 | 90,000 |
| Membership Income | 16 | 52 |
| Other income | 89,277 | 59,735 |
| Rental Income & Room Hire | 3,100 | 9,600 |
| Wage Subsidies & Placements | 19,311 | 20,445 |
| | 167,935 | 265,134 |
| Total income | 4 1,634,690 | 1,513,712 |
| Accreditation | 7,505 | 111 |
| Audit and Accountancy | 8,960 | 41,379 |
| Advertising and Promotion | 7,104 | 4,928 |
| Bank Charges | 2,938 | 3,872 |
| Cleaning | 25,204 | 9,082 |
| Computer Expenses | 4,259 | 3,453 |
| Depreciation | 70,453 | 56,764 |
| Education & Staff Training | 32,772 | 15,509 |
| Educational Resources | 6,534 | 2,732 |
| Electricity & Gas | 7,779 | 7,722 |
| Equipment Replacement- small items | - | 935 |
| Fundraising Expense | - | 301 |
| Hire of Plant & Equipment | 2,380 | 2,380 |
| Insurance | 24,583 | 22,842 |
| Printing, Stationery & Stamps | 5,772 | 5,880 |
| Program Expenses | 41,146 | 46,310 |
| Provisions | 33,877 | 18,674 |
| Rates and Water | 1,808 | 1,749 |
| Recruitment Expenses | 2,032 | 14,510 |
| Rent | 3,100 | 9,600 |
| Repairs & Maintenance | 31,766 | 80,329 |
| Security | 3,216 | 2,655 |

Hunter Region Working Women's Group Ltd
Consolidated Statement of Profit or Loss and Other Comprehensive Income
For the Year Ended 30 June 2021

| | 2021 | 2020 |
|--|-------------------------|------------------|
| | \$ | \$ |
| Subscriptions | 2,806 | 3,844 |
| Sundry | 8,051 | 7,766 |
| Superannuation | 108,606 | 89,157 |
| Stores | 3,571 | 4,173 |
| Telephone | 12,312 | 10,103 |
| Travelling Expenses | 2,817 | 1,865 |
| Wages/employee entitlements | 1,170,507 | 971,917 |
| Workers Compensation Insurance | 19,351 | 22,068 |
| Total Expenses | <u>1,651,209</u> | <u>1,461,675</u> |
| Surplus/(Deficit) before income tax | <u>(16,519)</u> | <u>52,037</u> |
| Income tax expense | <u>-</u> | <u>-</u> |
| Surplus/(Deficit) before income tax | <u>(16,519)</u> | <u>52,037</u> |

The accompanying notes form part of these financial statements.

Hunter Region Working Women's Group Ltd
Consolidated Statement of Financial Position
For the Year Ended 30 June 2021

| | Note | 2021 \$ | 2020 \$ |
|----------------------------------|------|------------------|----------------|
| ASSETS | | | |
| CURRENT ASSETS | | | |
| Cash and cash equivalents | 5 | 659,506 | 438,407 |
| Trade receivables | 6 | 7,638 | 46,825 |
| Other current assets | 7 | 20,588 | 39,136 |
| TOTAL CURRENT ASSETS | | 687,732 | 524,368 |
| NON-CURRENT ASSETS | | | |
| Plant and equipment | 8 | 397,164 | 413,383 |
| TOTAL NON-CURRENT ASSETS | | 397,164 | 413,383 |
| TOTAL ASSETS | | 1,084,896 | 937,751 |
| LIABILITIES | | | |
| CURRENT LIABILITIES | | | |
| Trade and other payables | 9 | 333,839 | 203,945 |
| Borrowings | 10 | 2,380 | 4,760 |
| Provisions | 11 | 108,465 | 72,697 |
| TOTAL CURRENT LIABILITIES | | 444,684 | 281,402 |
| NON-CURRENT LIABILITIES | | | |
| Borrowings | 10 | - | - |
| Provisions | 11 | 32,778 | 32,723 |
| | | 32,778 | 32,723 |
| TOTAL LIABILITIES | | 477,462 | 314,065 |
| NET ASSETS | | 607,434 | 623,684 |
| EQUITY | | | |
| Reserves | 12 | 114,521 | 114,521 |
| Retained earnings | | 492,913 | 509,165 |
| TOTAL EQUITY | | 607,434 | 623,684 |

The accompanying notes form part of these financial statements.

Hunter Region Working Women's Group Ltd

Statement of Cashflows

As at 30 June 2021

| | 2021 | 2020 |
|--|--------------------------|-----------------------|
| Note | \$ | \$ |
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Receipts from customers and grants | 1,634,690 | 1,708,642 |
| Payments to suppliers and employees | (1,358,378) | (1,635,736) |
| Interest received | 1,641 | 4,395 |
| Net cash provided by operating activities | 13 <u>277,953</u> | <u>77,301</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | |
| Purchase of plant & equipment | <u>(56,614)</u> | (56,149) |
| Net cash used in investing activities | <u>(56,614)</u> | <u>(56,149)</u> |
| CASH FLOWS FROM FINANCING ACTIVITIES: | | |
| Borrowing repayment | <u>(240)</u> | (2,380) |
| Net cash provided by financing activities | <u>(240)</u> | <u>(2,380)</u> |
| Net decrease in cash and cash equivalents held | 221,099 | 18,772 |
| Cash and cash equivalents at beginning of year | 438,407 | 419,635 |
| Cash and cash equivalents at end of financial year | 13 <u><u>659,506</u></u> | <u><u>438,407</u></u> |

Hunter Region Working Women's Group Ltd

Statement of Changes in Equity

As at 30 June 2021

2021

| | Asset Revaluation Reserve | General Reserve | Retained Earnings | Total |
|--------------------------------|---------------------------------|--------------------|----------------------|----------------|
| Note | \$ | \$ | \$ | \$ |
| Balance at 1 July 2020 | 114,521 | - | 509,165 | 623,686 |
| Transfers | | - | - | - |
| Prior period adjustments | - | - | 267 | 267 |
| Surplus/(deficit) | - | - | (16,519) | (16,519) |
| Balance at 30 June 2021 | <u>114,521</u> | <u>-</u> | <u>492,913</u> | <u>607,434</u> |

2020

| | Asset Revaluation Reserve | General Reserve | Retained Earnings | Total |
|--------------------------------|---------------------------------|--------------------|----------------------|----------------|
| Note | \$ | \$ | \$ | \$ |
| Balance at 1 July 2019 | 114,521 | 94,743 | 366,202 | 575,466 |
| Transfers | | (94,743) | 94,743 | - |
| Prior period adjustments | - | - | (3,819) | (3,819) |
| Surplus/(deficit) | - | - | 52,037 | 52,037 |
| Balance at 30 June 2020 | <u>114,521</u> | <u>-</u> | <u>509,163</u> | <u>623,684</u> |

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

This financial report is a special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not for Profits Commission Act 2021. The committee has determined that the Hunter Region Working Women's Group Ltd is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards:

| | |
|-----------|---|
| AASB 101 | Presentation of Financial Statements |
| AASB 107 | Statement of Cash Flows |
| AASB 108 | Accounting Policies, Changes in Accounting Estimates and Errors |
| AASB 110 | Events after the Reporting Period |
| AASB 1031 | Materiality |
| AASB 1048 | Interpretation of Standards |
| AASB 1054 | Australian Additional Disclosures |

No other applicable Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

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

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

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2 Impact of COVID-19 Pandemic

On 11 March 2020, the World Health Organisation ("WHO") declared the Coronavirus disease 2019 ("COVID-19") a pandemic. The pandemic has adversely affected the global economy, including an increase in unemployment, decrease in consumer demand, interruptions in supply chains, and tight liquidity and credit conditions. Consequently, governments around the world have announced monetary and fiscal stimulus packages to minimise the adverse economic impact. However, the COVID-19 situation is still evolving, and its full economic impact remains uncertain.

During the week beginning 16 March 2020, the Australian Government together with State and Territory Premiers announced a series of measures aimed at preventing the spread of COVID-19, which had the effect of impacting the state of the Australian economy (i.e. impact on supply chain, customers, availability of finance, consumer confidence, etc.).

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

2 Impact of COVID-19 Pandemic

Subsequent to these measures the Board and Management have implemented a range of operational and financial strategies in order to minimise the impact of the pandemic including, but not limited to:

- Accessing available NSW and federal government stimulus measures to assist the Company's cashflow.
- Employing government initiatives, in particular with respect to ensuring that our employees can remain safe with the use of personal protective equipment and socially distance care for clients.
- Cashflow review measures to ensure ongoing adequate cash reserves to trade through the impact, including reduction of operational expenditure and stalling of discretionary major projects at this time.

3 Summary of Significant Accounting Policies

(a) Comparative Amounts

Comparatives are consistent with prior years, unless otherwise stated.

(b) Income Tax

No provision for income tax has been raised as the Company is exempt from income tax under Div 50 of the *Income Tax Assessment Act 1997*.

(c) Revenue and other income

Revenue is recognised when the amount of the revenue can be measured reliably, it is probable that economic benefits associated with the transaction will flow to the entity and specific criteria relating to the type of revenue as noted below, has been satisfied.

Revenue is measured at the fair value of the consideration received or receivable.

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

Grant revenue

Grant revenue is recognised in the statement of profit or loss and other comprehensive income when the entity obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably.

When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Hunter Region Working Women's Group Ltd receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of profit or loss and other comprehensive income.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

Grant revenue - continued

Capital grants are recognised at fair value in the statement of comprehensive income when the entity obtains control of the asset to which the grant relates to and the amount can be measured reliably.

Donations

Donations and bequests are recognised as revenue when received.

Interest revenue

Interest is recognised using the effective interest method.

Rendering of services

Revenue in relation to rendering of services is recognised depends on whether the outcome of the services can be measured reliably.

If the outcome cannot be reliably measured then revenue is recognised to the extent of expenses recognised that are recoverable.

Rental income

Investment property revenue is recognised on a straight-line basis over a period of the lease term so as to reflect a constant periodic rate of return on the net investment.

(d) Goods and Services Tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payable are stated inclusive of GST.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the statement of financial position.

Cash flows in the statement of cash flows are included on a gross basis and the GST component of cash flows arising from investing and financing activities which is recoverable from, or payable to, the taxation authority is classified as operating cash flows.

Hunter Region Working Women's Group Lt

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

(e) Property, Plant and Equipment

Classes of property, plant and equipment are measured using the cost model as specified below.

The asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

Land and buildings

Land and buildings are measured using the cost model.

Freehold land and buildings that have been contributed at no cost, or for nominal cost are valued and recognised at the fair value of the asset at the date it is acquired.

Plant and equipment

Plant and equipment are measured using the cost model.

Plant and equipment that have been contributed at no cost, or for nominal cost are valued and recognised at the fair value of the asset at the date it is acquired.

Depreciation

The depreciable amount of all property, plant and equipment, except for freehold land is depreciated on a straight-line method from the date that management determine that the asset is available for use.

The estimated useful lives used for each class of depreciable asset are shown below:

| Fixed asset class | Useful life |
|--------------------------|--------------------|
| Buildings | 40 years |
| Plant and Equipment | 3-12 years |

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Rent and repairs are charged to Hunter Early Childhood Centre by Hunter Region Working Women's Group as incurred. On consolidation the income charged by Hunter Region Working Women's Group and paid by Hunter Early Childhood Centre has been eliminated for the year ended 30 June 2021.

Hunter Region Working Women's Group Lt

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

(f) Financial instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions of the instrument. For financial assets, this is the equivalent to the date that the Company commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at cost on trade date, which includes transaction costs, when the related contractual rights or obligations exist. Subsequent to initial recognition these instruments are measured as set out below.

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method, or cost.

Amortised cost is calculated as:

- the amount at which the financial asset or financial liability is measured at initial recognition;
- less principal repayments;
- plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the *effective interest method*; and
- less any reduction for impairment.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

The classification of financial instruments depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and at the end of each reporting period for held-to-maturity assets.

Hunter Region Working Women's Group Lt

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

(f) Financial instruments - continued

(i) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the Company's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to be realised within 12 months after the end of the reporting period, which will be classified as current assets.

If during the period the Company sold or reclassified more than an insignificant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investments category would be tainted and reclassified as available-for-sale

(ii) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Fees payable on the establishment of loan facilities are recognised as transaction costs of the loan.

Borrowings are classified as current liabilities unless the Company has an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

(g) Impairment of non-financial assets

At the end of each reporting period the Company determines whether there is an evidence of an impairment indicator for non-financial assets.

Where this indicator exists and regardless for goodwill, indefinite life intangible assets and intangible assets not yet available for use, the recoverable amount of the asset is estimated.

Where assets do not operate independently of other assets, the recoverable amount of the relevant cash-generating unit (CGU) is estimated.

The recoverable amount of an asset or CGU is the higher of the fair value less costs of disposal and the value in use. Value in use is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Where the recoverable amount is less than the carrying amount, an impairment loss is recognised in profit or loss.

Reversal indicators are considered in subsequent periods for all assets which have suffered an impairment loss, except for goodwill.

(h) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the statement of financial position.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

(i) Employee benefits

Provision is made for the Company's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits expected to be settled more than twelve months after the end of the reporting period have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. Cashflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cashflows. Changes in the measurement of the liability are recognised in profit or loss.

Employee benefits are presented as current liabilities in the statement of financial position if the Company does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date regardless of the classification of the liability for measurement purposes under AASB 119.

(j) Trade and other payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(k) Income in advance

Unexpended grant funds received during the current year are recognised as a liability at balance date.

Grant funds received during the year that relate to a subsequent period where the service will be delivered are recognised as a liability at balance date.

(l) Economic dependence

Hunter Region Working Women's Group Ltd is dependent on government departments for the majority of its revenue used to operate the business. At the date of this report the directors have no reason to believe the government departments will not continue to support Hunter Region Working Women's Group Ltd.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

3 Summary of Significant Accounting Policies

(m) Critical accounting estimates and judgments

The directors evaluate estimates and judgments incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the Company.

These estimates and judgements are based on the best information available at the time of preparing the financial statements, however as additional information is known then the actual results may differ from the estimates.

Key judgments - provision for impairment of receivables

The value of the provision for impairment of receivables is estimated by considering the ageing of receivables, communication with the debtors and prior history.

Key estimates - provisions

As described in the accounting policies, provisions are measured at management's best estimate of the expenditure required to settle the obligation at the end of the reporting period. These estimates are made taking into account a range of possible outcomes.

Key estimates - property, plant and equipment residual values and useful lives

These assets are written down to their estimated residual value over their anticipated useful lives using the straight-line basis. Management reviews residual values annually considering market conditions and disposal values.

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

4 Revenue and Other Income

| | 2021 | 2020 |
|-------------------------------|------------------|------------------|
| | \$ | \$ |
| Operating revenue | | |
| Fees Received | 800,177 | 641,536 |
| Grants and Government Funding | 663,168 | 604,787 |
| Interest Received | 1,641 | 4,395 |
| Donations | 26,090 | 78,007 |
| Rent Received | 3,100 | 9,600 |
| Other Income | 140,514 | 175,387 |
| Total revenue | 1,634,690 | 1,513,712 |

5 Cash and cash equivalents

| | | |
|---------------------|----------------|----------------|
| Cash at Bank | 409,252 | 189,749 |
| Investment Accounts | 250,254 | 248,658 |
| | 659,506 | 438,407 |

6 Trade and other receivables

CURRENT

| | | |
|---|--------------|---------------|
| Trade receivables | - | 40,210 |
| | - | 40,210 |
| Other receivables – Hunter Early Childhood Centre | 7,638 | 6,615 |
| | 7,638 | 46,825 |

7 Other non-financial assets

CURRENT

| | | |
|-------------|---------------|---------------|
| Prepayments | 20,588 | 39,136 |
| | 20,588 | 39,136 |

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

8 Property, plant and equipment

| | 2021 | 2020 |
|--------------------------|-----------------------|-----------------------|
| | \$ | \$ |
| Buildings | | |
| At cost | 628,187 | 601,017 |
| Accumulated depreciation | (316,523) | (286,808) |
| | <u>311,664</u> | <u>314,209</u> |
| Plant and equipment | | |
| At cost | 513,981 | 484,537 |
| Accumulated depreciation | (428,481) | (384,363) |
| | <u>85,500</u> | <u>99,174</u> |
| | <u><u>397,164</u></u> | <u><u>413,383</u></u> |

(a) Movements in Carrying Amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

| | Buildings | Plant and Equipment |
|---------------------------------------|-----------------------|------------------------|
| | \$ | \$ |
| Year ended 30 June 2021 | | |
| Balance at the beginning of year | 314,209 | 99,174 |
| Additions | 27,170 | 29,444 |
| Disposals - written down value | - | - |
| Depreciation + amortisation expense | (29,715) | (43,118) |
| Balance at the end of the year | <u><u>311,664</u></u> | <u><u>85,500</u></u> |

Hunter Region Working Women's Group Ltd

ABN 51 001 278 520

Notes to the Financial Statements

For the Year Ended 30 June 2021

9 Trade and other payables

| | 2021 | 2020 |
|--|----------------|----------------|
| | \$ | \$ |
| CURRENT | | |
| Trade Creditors and Accrued Expenses | 125,611 | 104,799 |
| Unexpended Grants | 185,962 | 69,554 |
| Childcare Fees in Advance and Deposits | 22,266 | 29,592 |
| | <u>333,839</u> | <u>203,945</u> |

10 Borrowings

| | 2021 | 2020 |
|----------------------------------|--------------|--------------|
| | \$ | \$ |
| Current liabilities | | |
| Commercial Hire Purchase Loans** | 2,380 | 4,760 |
| | <u>2,380</u> | <u>4,760</u> |
| | - | - |

**Hunter Early Childhood Centre and Hunter Women's Centre entered into Commercial Hire Purchase Loans for telephone systems and photocopiers.

11 Provisions

| | 2021 | 2020 |
|----------------------------|----------------|---------------|
| | \$ | \$ |
| Current liabilities | | |
| Annual leave | 77,336 | 50,707 |
| Enrolment Advances DEDU | 1,214 | 1,214 |
| Provision for RDO | 812 | 1,465 |
| Provision for Time in Lieu | 204 | 1,854 |
| Long service leave | 28,899 | 17,457 |
| | <u>108,465</u> | <u>72,697</u> |
| Non-current liabilities | | |
| Deposits | 100 | - |
| Long service leave | 32,678 | 32,723 |
| | <u>32,778</u> | <u>32,723</u> |

Hunter Region Working Women's Group Ltd

Notes to the Financial Statements

For the Year Ended 30 June 2021

12 Reserves

| | 2021 | 2020 |
|---------------------------|----------------|---------|
| | \$ | \$ |
| General Reserve | - | - |
| Asset Revaluation Reserve | 114,521 | 114,521 |
| Total reserves | 114,521 | 114,521 |

13 Cash Flow Information

(a) Reconciliation of Cash

Cash at the end of the financial year as shown in the statement of cash flows is reconciled to items in the statement of financial position as follows:

| | | |
|---------------------------|----------------|---------|
| Cash and cash equivalents | 659,506 | 438,407 |
|---------------------------|----------------|---------|

(b) Reconciliation of result for the year to cashflows from operating activities

| | | |
|--|-----------------|----------|
| Surplus / (loss) for the year | (16,519) | 52,037 |
| Add: depreciation and amortisation expense | 70,453 | 56,764 |
| Changes in assets and liabilities: | | |
| Decrease/(increase) in trade and other receivables | 39,187 | (24,774) |
| Decrease/(Increase) in inventories | - | - |
| Decrease/(Increase in other current assets | 18,548 | (30,365) |
| Increase/(decrease) in provisions | 36,390 | 20,831 |
| Increase/(decrease) in trade and other payables | 129,894 | 2,808 |
| Net cash flows provided by operating activities | 277,953 | 77,301 |

14 Members' Guarantee

The Company is incorporated under the *Corporations Act 2001* and is regulated by the *Australian Charities and Not-for-profits Commission Act 2012*. The Company is limited by guarantee. If the Company is wound up, the constitution states that each member is required to contribute a maximum of \$ 5 each towards meeting any outstanding liabilities and obligations of the Company. At 30 June 2021 the number of members was 9 (2020:9).

15 Contingencies

In the opinion of the Directors, the Company did not have any contingencies at 30 June 2021 (30 June 2020: None).

Hunter Region Working Women's Group Ltd

Notes to the Financial Statements

For the Year Ended 30 June 2021

16 Events Occurring After the Reporting Date

The financial report was authorised for issue on 22 September 2021 by the Board of Directors.

On 11 March 2020, the World Health Organisation ("WHO") declared the Coronavirus disease 2019 ("COVID 19") a pandemic. The pandemic has adversely affected the global economy, including an increase in unemployment, decrease in consumer demand, interruptions in supply chains, and tight liquidity and credit conditions. Consequently, governments around the world have announced monetary and fiscal stimulus packages to minimise the adverse economic impact. However, the COVID 19 situation is still evolving, and its full economic impact remains uncertain.

Other than the above mentioned, there has not been any other matter or circumstance that has arisen since the end of the financial year, that has significantly affected, or may significantly affect, the operations of the Company, the results of those operations, or the state of affairs of the company in future financial years.

17 Company Details

The registered and principal address of the company is:

Hunter Region Working Women's Group Ltd
PO Box 38/60 Industrial Drive
Mayfield NSW 2304

Hunter Region Working Women's Group Ltd

**Independent Audit Report to the members of Hunter Region
Working Women's Group Ltd**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Hunter Region Working Women's Group Ltd (the Company), which comprises the statement of financial position as at 30 June 2021, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the directors' declaration.

In our opinion, the accompanying financial report of the Company is in accordance with Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012*, including:

- (i) giving a true and fair view of the Company's financial position as at 30 June 2021 and of its financial performance for the year ended; and
- (ii) complying with Australian Accounting Standards to the extent disclosed in Note 1.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Company in accordance with the auditor independence requirements of Section 60.40 of the *Australian Charities and Not-for-profits Commission Act 2012* and 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. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Australian Charities and Not-for-profits Commission Act 2012*, which has been given to the directors of the Company, would be in the same terms if given to the directors as at the time of this auditor's report.

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

Emphasis of Matter - Impact of COVID-19

We draw attention to Note 1 (Impact of COVID-19 Pandemic) and Note 16 (Events Occurring After the Reporting Period) to the financial statements, which describes the uncertainties and possible effect on the Company arising from its management of the ongoing issues related to COVID-19. Our opinion is not modified in respect of this matter

Hunter Region Working Women's Group Ltd

**Independent Audit Report to the members of Hunter Region
Working Women's Group Ltd**

Responsibilities of Directors for the Financial Report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view in accordance with *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

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 the financial report.

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



Neil Watson
Partner
KLM Accountants

Charlestown

28 October 2021

Hunter Region Working Women's Group Ltd

Disclaimer

The additional financial data presented on pages 29-33 is in accordance with the books and records of the Company which have been subjected to the auditing procedures applied in our statutory audit of the Company for the year ended 30 June 2021. It will be appreciated that our statutory audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and we give no warranty of accuracy or reliability in respect of the data provided. Neither the firm nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person (other than Hunter Region Working Women's Group Ltd) in respect of such data, including any errors of omissions therein however caused.



.....
Neil Watson

28 October 2021

Hunter Region Working Women's Group Ltd

Statement of Profit or Loss and Other Comprehensive Income –
Hunter Region Working Women's Group Ltd

For the Year Ended 30 June 2021

| | 2021 | 2020 |
|--|----------------|---------|
| | \$ | \$ |
| Grant Income | | |
| Other Government Grants | 34,800 | - |
| Non-Government Grants | 73,850 | 16,244 |
| | 108,650 | 16,244 |
| Fees Received | | |
| HWC Fees | 3,410 | 2,255 |
| | 3,410 | 2,255 |
| Other Income | | |
| Donations & Contributions | 26,090 | 79,362 |
| Interest | 1,641 | 4,395 |
| Membership Income | 16 | 52 |
| Other income | 98,606 | 50,120 |
| Rental Income & Room Hire | 3,100 | 9,600 |
| | 241,513 | 143,529 |
| Operating Income | 241,513 | 143,529 |
| Other Income – Hunter Early Childhood Centre | 67,848 | 66,516 |
| Total income | 309,361 | 228,544 |
| Audit and Accountancy | 5,653 | 13,075 |
| Advertising and Promotion | 1,267 | 18 |
| Bank Charges | 100 | 261 |
| Cleaning | 725 | 74 |
| Computer Expenses | 800 | 33 |
| Depreciation | 70,453 | 56,764 |
| Education & Staff Training | 10,205 | - |
| Electricity & Gas | 927 | 894 |
| Fundraising Expense | - | 301 |
| Insurance | 12,275 | 8,569 |
| Printing, Stationery & Stamps | 647 | 628 |
| Program Expenses | 1,483 | 369 |
| Provisions | 2,190 | - |
| Rates and Water | 145 | 140 |
| Recruitment Expenses | 355 | 3,180 |
| Repairs & Maintenance | 23,764 | 60,366 |
| Security | 20 | 83 |
| Subscriptions | 364 | 144 |
| Sundry | 1,045 | 1,637 |
| Superannuation | 12,725 | 1,393 |
| Telephone | 487 | - |
| Travelling Expenses | 680 | - |

Hunter Region Working Women's Group Ltd

Statement of Profit or Loss and Other Comprehensive Income –
Hunter Region Working Women's Group Ltd

For the Year Ended 30 June 2021

| | 2021 | 2020 |
|---|----------------|----------------|
| | \$ | \$ |
| Wages | 135,192 | 14,659 |
| Workers Compensation Insurance | 1,146 | 183 |
| Total expenses | 282,648 | 162,771 |
| Operating Profit/(Loss) | 26,713 | 65,773 |
| Deficit) / surplus before income taxes | 26,713 | 65,773 |
| Income tax expense | - | - |
| (Deficit) / Surplus after income taxes | 26,713 | 65,773 |

Hunter Region Working Women's Group Ltd

Statement of Profit or Loss and Other Comprehensive Income – Hunter Early Childhood Centre

For the Year Ended 30 June 2021

| | 2021 | 2020 |
|-------------------------------|----------------|---------|
| | \$ | \$ |
| Grant Income | | |
| ECEC Funding | - | 31,258 |
| Non Government Grants | 8,755 | 2,045 |
| Other Government Grants | 8,463 | 13,653 |
| | 17,218 | 46,956 |
| Fees Received | | |
| Childcare Fees | 800,177 | 641,536 |
| Annual Admin Fees | - | - |
| | 800,177 | 641,536 |
| Other Income | | |
| Donations | - | 1,546 |
| Fundraising Income | 132 | - |
| Insurance Claim | 330 | 9,615 |
| Jobkeeper | 28,500 | 90,000 |
| Wage Subsidies & Placements | 19,311 | 20,445 |
| | 48,273 | 121,606 |
| Total income | 865,668 | 810,098 |
| Accreditation Expense | 1,833 | 111 |
| Audit and Accountancy | 1,653 | 14,477 |
| Advertising and Promotion | 4,625 | 3,679 |
| Bank Charges | 2,838 | 3,612 |
| Cleaning | 7,158 | 5,706 |
| Computer Expenses | 1,364 | 1,324 |
| Education & Staff Training | 14,288 | 8,394 |
| Educational Resources | 6,534 | 2,732 |
| Electricity & Gas | 3,142 | 3,249 |
| Hire of Plant & Equipment | 1,190 | 1,190 |
| Insurance | 8,448 | 8,231 |
| Printing, Stationery & Stamps | 1,472 | 1,876 |
| Program Costs | 39,663 | 36,333 |
| Provisions | 18,956 | 11,811 |
| Rates and Water | 1,085 | 1,050 |
| Recruitment | 1,677 | 4,863 |
| Repairs and maintenance | 4,997 | 11,889 |
| Security | 1,741 | 1,105 |
| Subscriptions | 1,965 | 1,779 |
| Sundry | 2,133 | 4,513 |
| Superannuation | 58,162 | 50,692 |

Hunter Region Working Women's Group Ltd

Statement of Profit or Loss and Other Comprehensive Income – Hunter Early Childhood Centre

For the Year Ended 30 June 2021

| | 2021 | 2020 |
|--|-----------------|----------------|
| | \$ | \$ |
| Stores | 3,571 | 4,173 |
| Telephone | 4,327 | 2,473 |
| Travel | - | 596 |
| Wages | 636,330 | 552,766 |
| Workers Compensation | 10,736 | 11,807 |
| Total Expenses | 840,493 | 750,431 |
| Operating Profit/(Loss) | 25,175 | 59,665 |
| Other Expenses | | |
| Contribution to HRWWG | 67,848 | 66,516 |
| Surplus/(Deficit) before income tax | (42,673) | (6,849) |
| Income tax expense | - | - |
| Surplus/(Deficit) before income tax | (42,673) | (6,849) |

Hunter Region Working Women's Group Ltd

Statement of Profit or Loss and Other Comprehensive Income –Hunter New England Health Grant

For the Year Ended 30 June 2021

| | 2021 | 2020 |
|--|----------------|----------------|
| | \$ | \$ |
| Grant income – Hunter New England Health | 537,300 | 541,587 |
| Income - Other | - | - |
| Total income | 537,300 | 541,587 |
| Advertising | 1,212 | 1,231 |
| Accreditation | 5,405 | 4,330 |
| Audit and Accountancy | 1,653 | 13,827 |
| Cleaning expenses | 17,322 | 3,302 |
| Computer expenses | 2,095 | 2,055 |
| Electricity | 3,710 | 3,578 |
| Equipment Rental | 1,190 | 1,190 |
| Insurance | 3,860 | 6,042 |
| Provisions | 13,091 | 6,863 |
| Printing, postage and stationery | 3,653 | 3,376 |
| Rent/Occupancy costs | 9,792 | 9,600 |
| Security | 1,456 | 1,467 |
| Staff training, welfare & costs | 8,279 | 13,581 |
| Subscriptions | 478 | 1,606 |
| Superannuation | 37,720 | 37,073 |
| Telephones & internet | 7,497 | 7,629 |
| Travel | 2,138 | 1,269 |
| Rates & Water | 579 | 560 |
| Repairs and maintenance | 3,004 | 8,074 |
| Wages & Salaries | 398,985 | 404,492 |
| Workshop & program costs | 4,060 | 4,452 |
| Other expenses | 3,210 | 2,798 |
| Workers Compensation Insurance | 7,470 | 10,078 |
| Total expenses | 537,859 | 548,473 |
| Operating surplus/(deficit) before income tax | (559) | (6,886) |
| Income tax expense | - | - |
| Surplus / (deficit) after income tax | (559) | (6,886) |