

**SOUTHWEST
ADVOCACY
ASSOCIATION INC.**

Incorporation Registration A0025914Y



S . W . A . A .

ANNUAL REPORT 2013/2014



SOUTHWEST ADVOCACY ASSOCIATION INC

MISSION STATEMENT

Southwest Advocacy Association Incorporated aims to provide an advocacy and information service that empowers and gives a voice to people with disabilities; that strives to ensure that the rights of people with disabilities are respected; and that fosters the positive and full participation of people with disabilities in the community.

ADVOCACY

Action on behalf of the sincerely perceived interests of a person or group, without conflict of interest, in order to promote and protect their welfare, rights & interests.



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**COMMITTEE OF MANAGEMENT
2013-2014**

PRESIDENT:	Lisa Vale
VICE PRESIDENT:	Phillip Brown
SECRETARY:	Camarita Sinclair (Resigned) Colin Vale
TREASURER:	Andrew Harman
MEMBERS:	Mark Powell Cheryl Gould Peter McMahon
STAFF MEMBERS:	Adele Markwell (Executive Officer/Advocate) Roz Rantall (Advocate) Kylie Thulborn (Advocacy South West/Facilitator) Margaret Gottlewski (Administration Officer)
AUDITOR:	Kayser Accounting - Margaret Barrow



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PRESIDENT'S REPORT 2013 – 2014

It is with great pleasure that I present the Southwest Advocacy Association (SWAA) annual report for 2014.

It is a wonderful time for celebration as our small but mighty organization celebrates its twenty first birthday and our first year in our new premises. Continued and consistent provision of advocacy services in such a large region as the Southwest for twenty one years is a perfect indication of the dedication and tenacity of all of the staff who have advocated for thousands of people since our SWAA began in 1993.

In particular, our current staff of Executive Office Adele Markwell, Administrative Officer Margaret Gottlewski, and part time Advocate Roz Rantall has continued to demonstrate their commitment and professionalism to SWAA and its consumers in the face of challenges such as funding constraints, annual audits, relocating to smaller premises and government changes to the way disability services are delivered to consumers.

While there have been many positive changes regarding the way people with disabilities are acknowledged, more needs to be done to ensure they have a voice. The National Disability Insurance Scheme (NDIS) is yet to show its merit and until a site is up and running in the Southwest, we will not know how this new service will impact on people with disabilities. A quality advocacy service such as SWAA will continue to guarantee people with disabilities are treated with dignity and respect and are given the opportunity to have their concerns heard.

Sadly I need to announce that our wonderful and much loved Secretary Camarita Sinclair tendered her resignation due to ill health, after many years of dedicated service to the SWAA Committee of Management. Camarita's dedication to SWAA is an inspiration to all of us and we will miss her dearly.

I would also like to express gratitude to our Committee of Management, Andrew, Phil, Mark, Cheryl, Peter and Colin for their continued support and enthusiasm at meetings and SWAA events. Their commitment and wealth of knowledge is greatly appreciated and respected and I express thanks for their dedication to SWAA.

Lisa Vale
SWAA President

Southwest Advocacy Association
President's Report



EXECUTIVE OFFICER'S ANNUAL REPORT 2013-2014

In Southwest Advocacy's 21st year of operation we have a lot to celebrate and also upcoming challenges for the organisation. We can celebrate the positive outcomes that we have been able to achieve for the well over 100 people who have come to us in sometimes extremely difficult situations looking for advocacy. We don't always achieve what our clients want but we do try to make sure that all avenues have been pursued before we give up. Quite often that is success for our clients, to know that everything possible has been done.

One of the challenges that we face, and which I have been made aware of a few times this year, is the number of people who don't know that we exist. We have always faced the dilemma of do we promote ourselves more when we don't have the staff to cater for a large influx of clients. It's a catch 22 situation for which I don't know the answer. If we have a waiting list we may be able to get more funding, but unlikely, and then we have all these people with urgent situations that we can't service. It concerns me that there are people with disability who are not receiving advocacy when they need it.

Another challenge which is related to the above a bit is when people come to us and say that they asked a service that they are involved with if there was advocacy available and were told that there is not anyone locally. The disappointing aspect of this is that services don't understand the true meaning of advocacy. They don't understand that we are a voice for people with disability who often don't feel that they have a voice of their own. Very often I hear workers state that they advocate for their clients but then make a decision about the client without consultation. They think that this is advocacy. It is not. At Southwest Advocacy we believe that a person with a disability is entitled to make decisions for themselves. We may feel that this decision is not in the best interest of the client but all we can do is give the person their options, let them know what the consequences of their decision may be and then encourage them make their own decisions. It is our responsibility then to try as best we can to go through as many processes as necessary to make it happen. We believe that a person with a disability has just as much right to make a mistake as a person who does not have a disability.

I have put in a few applications for funding this year but the ones we have been successful at are quite small and specifically for items we need to enable the organisation to function better, like a new computer. Most philanthropic funds won't pay for staff wages, they will only fund a project. Our primary service is advocacy and the only funding we need is to pay wages so we can employ staff more hours and thus provide advocacy for more people with disability. It just goes round in circles. There appears to be no likelihood of government, neither federal or state increasing funding to advocacy in the near future in fact I have heard that there are going to be cuts. Where can we cut from I ask?

It seems evident that we will have to tender for our program when our current funding runs out at the end of this financial year in 2015. This is going to be a very challenging time for us as being such a small organisation it is extremely hard for us to compete against the bigger advocacy organisations that are looking at taking over the world of advocacy. It would be such a disappointment, not just for Southwest Advocacy but for advocacy across the southwest, as being the only disability advocacy organisation, it would be a huge loss to people with disability to not have local advocacy but have it provided from some big head office somewhere else.

The self advocacy program that we have auspiced for the last 12 months is running along very well in the extremely capable hands of the Network Facilitator Kylie Thulborn. Kylie has been a great asset to our organisation and the passion with which she runs Advocacy Southwest is fantastic. Kylie has researched and come up with some fantastic topics for discussion at the meetings. She has brought in really informative guest speakers, such as Matthew Potocnik from the Victorian Electoral Commission, who informed members of their choices when it came to voting in the upcoming state election. A very relevant topic. Kylie also keeps members informed about conferences and other occasions where members have the opportunity to attend and become more involved. Advocacy Southwest is achieving its purpose in encouraging people with disability to have a say and make decisions in relation to their own lives. I am hopeful that we will be able to attract some additional funding which will enable us to continually improve the group into the future. Well Done Kylie!!

I would like at this time to thank the Committee of Management for their support over the last 12 months. I would especially like to thank and acknowledge Camarita Sinclair for the excellent job that she has done for us in the role of Secretary/Public Officer. Unfortunately due to ill health Camarita has had to resign from our Committee but we are thankful to her for the dedication and time that she has put into Southwest Advocacy. Thank you Camarita.

I would like to thank Lisa Vale for stepping up and taking on the role of President after the sudden departure of our previous president. Lisa has been a great support to me and I have enjoyed watching her take on this extra responsibility with such commitment.

The rest of our Committee of Management have been a fantastic support and make my job so much easier. A number of them have been with us for quite a while now and I understand the difficulties of attending meetings, especially in the middle of winter when you've been at work all day and just want to get home to your families and a warm home. Thank you all so very much for your commitment and support.

I would also like to thank Marg and Roz for their hard work over the last 12 months. They are both excellent people to work with and both in their different ways with different roles work extremely well with our clients. I appreciate especially how difficult it is for Roz only working 1 day per week and how hard that can be. You

have to be forever explaining to clients and services that you are only here 1 day per week and so it sometimes takes longer.

I would also like to thank Peter Welsh from Macey's for giving us a room to have our meetings. He has always been very generous to us. It has become evident this past year that our current location is not really big enough, but that is also a matter of funds. I thank Kane Grant from Sinclair Wilson and Mick White from WDEA for their generosity in either offering or giving us a meeting room when we needed it.

We are still trying to recruit some new members for our Committee of Management but are looking specifically for some people who have expertise and are interested in fund raising. It would be fantastic if we could attract some funding which would enable us to purchase a premises of our own. This would give us so much more security into the future and would free up some funds to provide more advocacy. It doesn't hurt to dream.

Adele Markwell
Executive Officer



TREASURER'S REPORT

(For the 2013-2014 Financial Year)

The financial statements for the 2013-2014 year have been drawn up on an accruals basis as per the requirement of our funding body.

Ms Margaret Barrow from Kayser Accounting has audited the books and records of the Association and the report has been included in the annual report.

Because of very careful management, the Association finished the year with an operating surplus of \$11,799.00 and net Assets of \$79,149.00.

Overall our financial position remains healthy with provision made for depreciation on equipment, accrued expenses and creditors.

The Association must again remain conscious of operating within our funding limits in the year to come.

I take this opportunity to thank the staff, committee, clients and friends of the Association for their interest and involvement during the year. I would particularly like to thank Margaret Gottlewski for her diligent work throughout the year, and her accessibility and patience regarding the organisation's financial matters.

Andrew Harman
Treasurer

Southwest Advocacy Association Inc.

Annual Report

for the Year Ended 30 June 2013

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Income & Expenditure Statement

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**Southwest Advocacy Association Inc
Income and Expenditure Statement
For the Year ended 30 June 2014**

	2014	2013
	\$	\$
Revenue		
Discounts Received	-	19
Grants		
- Dept of Human Services	15,276	19,180
- Disability Rights Victoria	-	7,361
- FaHCSIA	129,631	125,670
Interest Received		
- Bank	385	394
Expense Reimbursements	63,963	22,057
Other Revenue		
Other Income	19,070	6,300
	<u>228,325</u>	<u>180,981</u>
Expenditure		
Accountancy Fees	600	2,730
Audit Fees	816	3,010
Bank Charges	(3)	2
Catering	79	341
Conferences	417	345
Depreciation - Plant & Equipment	957	1,730
Depreciation - Motor Vehicles	2,342	3,022
Disability Rights Victoria	-	2,364
Electricity, Gas and Water	2,007	1,591
Expensed Equipment	59	2,075
Insurance	370	629
Membership Fees	460	412
Motor Vehicle Expenses		
- Petrol & Oil	1,474	1,672
- Registration & Insurance	1,458	969
- Repairs & Maintenance	379	-
Office Expenses	4,102	952
Printing, Stationery & Postage	1,142	1,324
Rent on Land & Buildings	17,729	16,515
Repairs & Maintenance	1,224	-
Staff Amenities	183	100
Superannuation Contributions	13,910	10,257
Telephone	4,226	2,891
Travelling Expenses	1,328	654
Wages - Net	150,241	104,123
Wages PAYG	10,274	6,198
Wages - Leave Provisions	563	408
Wages - Leave Provisions	(1,771)	-
Workover	1,060	2,533
	<u>216,526</u>	<u>166,837</u>
Profit before Income Tax	<u>11,799</u>	<u>14,144</u>

*The accompanying notes form part of these financial statements.
These financial statements have not been subject to audit or review and should be read in conjunction with the attached
Compilation Report.*

Southwest Advocacy Association Inc
Balance Sheet
As at 30 June 2014

	2014	2013
	\$	\$
Equity		
Accumulated Funds	42,139	50,498
Future Equipment Replacement Reserve	10,000	10,000
Retained Profits	27,010	15,211
Total Equity	79,149	75,709
Represented by:		
Current Assets		
Cash at Bank - CBA	33,577	25,544
South West Credit	8,412	38,081
Banksia - Depreciation Provision	20,428	4,614
Banksia - Employee Leave Position	17,969	3,526
Petty Cash	23	87
CBA Visa Debit Card	572	610
Trade Debtors	-	2,558
	80,981	75,020
Non-Current Assets		
Plant & Equipment - at cost	26,725	26,725
Less Accumulated Depreciation & Impairment	23,215	22,258
	3,510	4,467
Motor Vehicles - at cost	17,331	17,331
Less Accumulated Depreciation & Impairment	9,264	6,922
	8,067	10,409
GST Clearing	-	253
	11,577	15,129
Investments		
Shares	10	10
	10	10
Total Assets	92,568	90,159
Current Liabilities		
Trade Creditors	1,091	1,237
ATO Creditor - GST	428	233
ATO Creditor - PAYG	2,048	1,920
Provision for Annual Leave	4,526	3,963
Provision for Sick Leave	5,326	7,097
	13,419	14,450
Total Liabilities	13,419	14,450
Net Assets	79,149	75,709

The accompanying notes form part of these financial statements.

Kayser Accounting

30th October 2014

The Board of Management
Southwest Advocacy Association Inc.
PO Box 480
WARRNAMBOOL Vic 3280

Dear Sir/Madam,

FINANCIAL ACQUITTAL STATEMENT

Agreement ID 1-VEEW6X 1-VEIDAS \$129,631.03 Funding under the Disability and Carer Support Programme

I have independently audited the expenditure relating to the Grant Income received by Southwest Advocacy Association Inc. from the Department of Social Services.

The audit evidence obtained is sufficient and appropriate to provide a basis for my opinion that the expenditure satisfies and complies with the terms and conditions of the funding agreement.

This report has been prepared solely for the Southwest Advocacy Association Inc. as part of their acquittal of funds received from the Department of Social Services.

Yours faithfully,



Margaret K Barrow
FTI, AIPA