



GUNDITJMARA ABORIGINAL COOPERATIVE LIMITED

2011-12 Annual Report

**CELEBRATING 30 YEARS SERVICE
TO THE COMMUNITY**

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VISION:

Healthy people and a Community empowered to succeed.

MISSION:

To provide culturally sensitive support for the local community through programs and services in education, health, housing, aged care, childcare and employment and training.

PRIMARY ACTIVITIES:

The primary activities of the Cooperative are to provide, and/or facilitate the provision of

1. Health and related services;
2. Cultural and educational activities;
3. Housing and accommodation;
4. Aged and Child care;
5. Employment, training and education; and
6. A Juvenile Justice Program.

to the Aboriginal community of Warrnambool and the Western District of Victoria.

Who We Are:

Gunditjmara Aboriginal Cooperative Ltd. (Gunditjmara) is an independent, community based Not-for-profit Aboriginal Community Controlled Organisation founded by a group of volunteers from the local Indigenous community in 1979. We now have a member base of 275 members. Incorporated in 1982 under the Cooperatives Act 1996 (VIC) we have grown from a small group of dedicated volunteers into an organisation employing 40 staff who are engaged in providing a range of health and social welfare programs, predominately to the Indigenous community of Warrnambool and surrounding areas.

In January 2010 Gunditjmara's main operating facility, based at Harris Street Reserve Warrnambool, suffered extensive fire damage, which forced all programs affected to operate from an alternative site at 6 Kinross Court Warrnambool. Kinross Court currently accommodates our Corporate Services Division, Aged Care & Disabilities Division and Child Youth and Family Support Services Division. We also operate from two other locations while we continue to work to restore our former Head office at Harris Street Reserve, they are: 3 Banyan Street which accommodates our Health Services Division and from 265 Koroit Street which accommodates Gunditjmara's Koori Maternity Services Program

What We Do:

Gunditjmara's programs are wide-ranging and are designed to respond to the needs of Aboriginal people in the wider Warrnambool region including the Shire of Moyne, Framlingham, parts of Corangamite Shire, as well as parts of Southern Grampians and Glenelg Shires.



Our purpose is to provide services and programs to improve the health of our community, serve the needs of our members and the wider Indigenous community, provide opportunities for economic advancement, and to support the cultural wellbeing of our people. This is the Gunditjmara way and this is what we hold as our prime aim – which is unchanged after 30 years of operation.

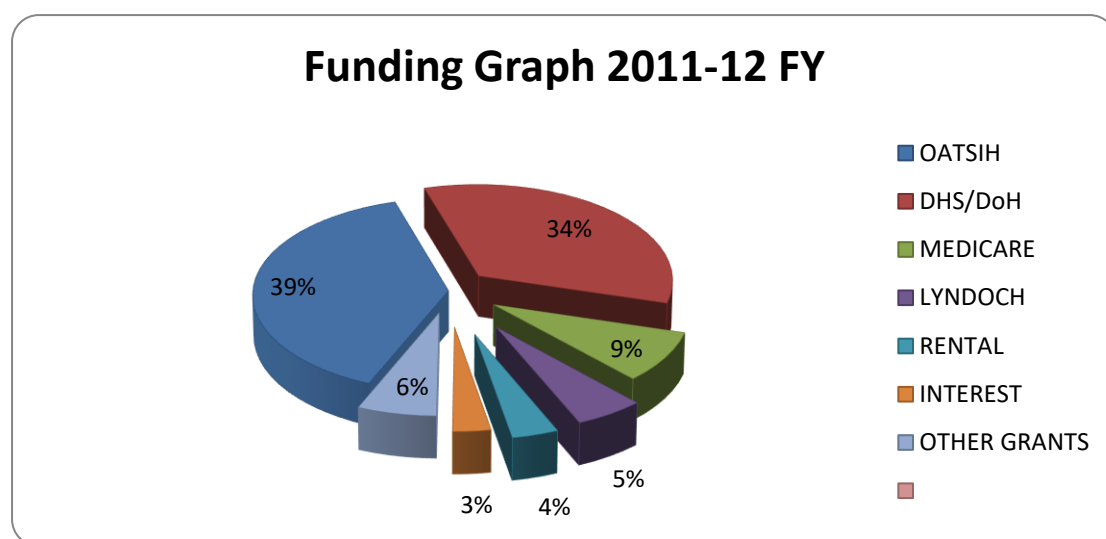
Gunditjmara's vision is for *'healthy people and a community empowered to succeed'* and we continue to work towards this by providing culturally appropriate support for the local community through programs and services in education, health, housing, aged care, child care and employment and training.

To realise our vision for the community we have set ourselves the following goals and strategies which form our current Strategic Plan:

Strong and healthy people	A supported and empowered community	A well managed and sustainable organisation
<ul style="list-style-type: none"> • Provide access to high quality care and services • Provide effective coordinated care to improve chronic disease management • Strengthen clinical governance and quality systems • Support skills and professional development for our health care professionals 	<ul style="list-style-type: none"> • Greater engagement with the community • Create new employment and training opportunities • Provide access to affordable housing • Ensure access to culturally appropriate care for the frail and aged and younger people with disabilities • Support families parents and children through culturally appropriate services • Provide culturally sensitive social and emotional wellbeing counselling and support • Provide programs to support at-risk children, youth and families 	<ul style="list-style-type: none"> • Strengthen governance, compliance and risk management • Improve communication across the organisation • Support staff to succeed in their jobs • Improve operational management • Improve the long term sustainability of Gunditjmara • Build and strengthen partnerships and collaboration with other agencies

How We Are Funded:

The pie chart below depicts the funding revenue received from all funding sources during the 2011-12 financial year. *(Note: This pie chart should be read in conjunction with 2011-12*



Our People

Central to the success of Gunditjmara are our people who help to guide and deliver the many services and programs we provide to our community. The principle of Aboriginal Community Control is what makes us strong and able to continue to provide much needed culturally appropriate programs and services.

Board of Directors

A volunteer Board of Directors, made up of Gunditjmara members, governs the strategic direction of the organisation. The Board is structured and based on the philosophy of Aboriginal “*Community Control*” and comprises of seven Community-appointed representatives including a Chairperson, Deputy Chair, and Treasurer/Secretary. A further four ordinary Members encompasses the Board of Directors. Board Members typically serve three-year terms and are elected by the Members at the Annual General Meeting by way of an open election process.

The Board of Directors are guided and conduct business under the Cooperatives Act 1996 (Victoria) and through which Gunditjmara has established its own Constitution/model rules.

A critical role of the Board is to plan the future direction of the Gunditjmara Aboriginal Cooperative whilst ensuring all accountability requirements are met and best practice in all areas of Corporate Governance is maintained. Further responsibilities of the Board is to drive the strategic direction of the organisation, be the primary link to the members and to ensure that organisational risks are identified and oversee that the risks are managed.

The Gunditjmara Board of Directors have a range of Governance expertise and experience and display extraordinary commitment.

The following members sat as Directors during 2011-12:

- Allan Miller (Chairperson)
- Jarrod Clarke
- Bernice Clarke
- Joseph Chatfield
- Dion Morgan
- Tania Debono and
- Caleb Clarke

Operations

The overall management of Gunditjmara is the responsibility of the CEO. Our organisational structure incorporates a strong middle management level comprising of four Team Leaders who's primary mandate is to manage the four distinct divisional areas within Gunditjmara operations. The four operational areas comprise of Corporate Services Division, Aged Care & Disabilities Services Division, Health Services Division and Child Youth and Family Services Division. The Team Leader also ensures that each divisional area and program is focussed on achieving funding service agreement targets, supporting each staff member in their job role, ensuring staff are supporting and empowering clients and also ensuring that programs that are offered to members and clients are at all times aligned to the mission of Gunditjmara and continually aiming for best practice.

Our staff are well aware that the best service they can provide is to help people develop skills to become more resilient, so they can better face any challenges they meet in creating a healthy life for themselves. The services we provide are many and can be described as person-centered care otherwise known as a "wrap around service."

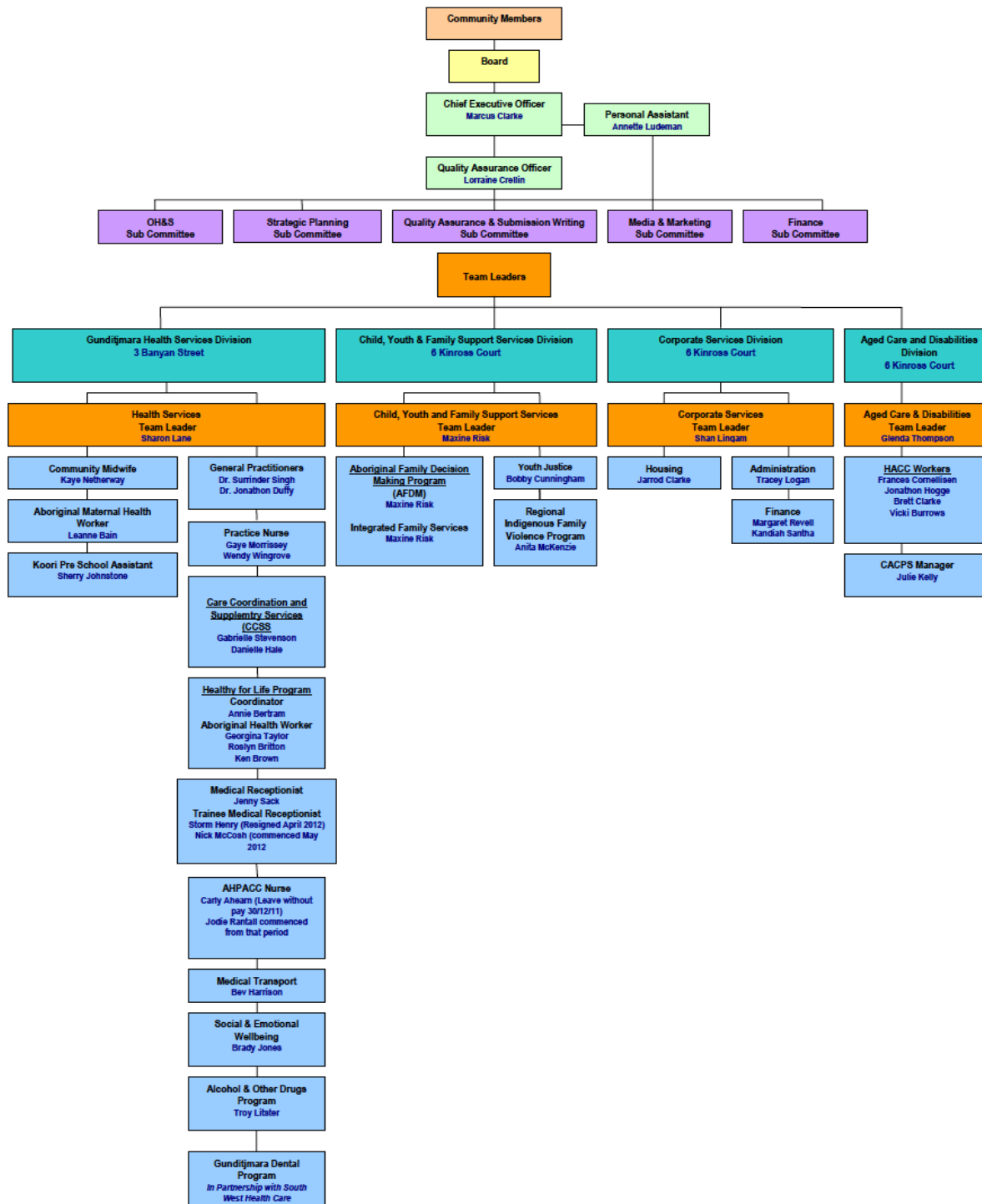
Gunditjmara seeks to create a working environment that supports staff to excel and achieve high standards in their work. Our core values of respect, effort and excellence guide us to maintain a workplace that is

- Safe and stress free
- Positive and supportive
- Courteous, respectful and considerate
- Capable of providing quality Customer Service
- Professional and high performing.

Many of our program and services offered at Gunditjmara work in collaboration and partnership with a broad range of stakeholders in the South West region both in mainstream and other ACCHO services. Forging sustainable and robust partnerships enables Gunditjmara to accomplish far more than we could achieve alone resulting in improved tangible service outcomes for our members and clients.

Across all of our divisional areas Gunditjmara during the 2011-12 financial year Employed 40 staff members.

Team Leaders and staff whom held positions during the 2011-12 Financial Year and office locations for each divisional area shown in the following organisational chart:



Long Serving Staff

Name	Position Title
15 Years	
Glenda Thompson	Aged Care and Disabilities Manager
13 Years	
Bobby Cunningham	Koori Youth Justice Worker
11 Years	
Beverley Harrison	Medical Transport Driver
10 Years	
Georgina Taylor	Aboriginal Health Worker
7 Years	
Annette Ludeman	PA to CEO
Frances Cornelissen	Home and Community Care Worker

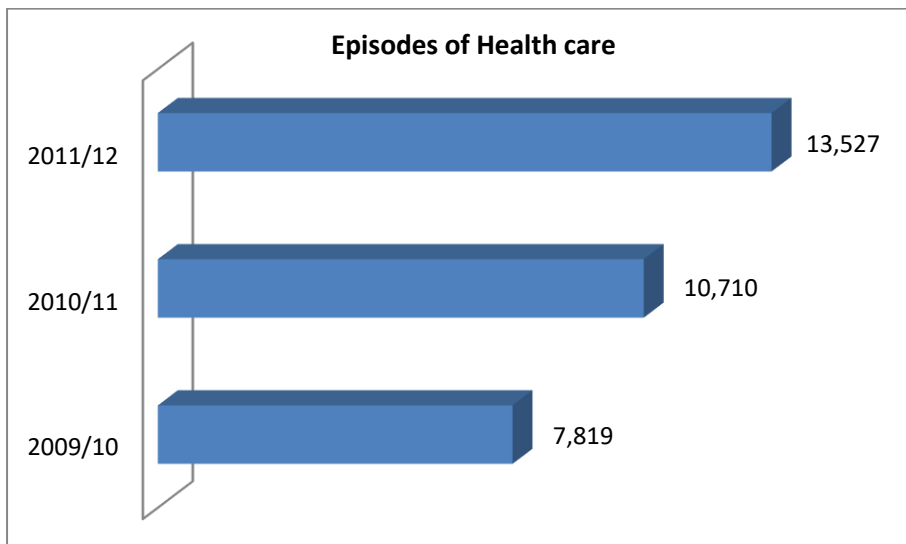
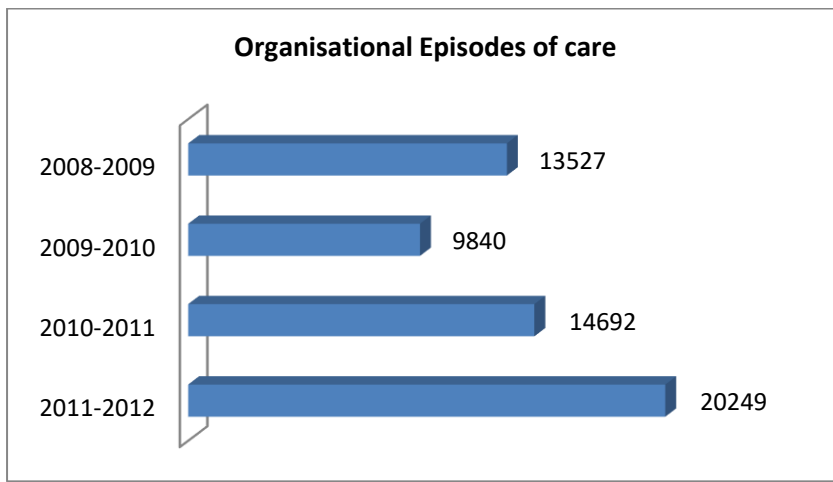
Highlights and Fast Facts for 2011/2012:

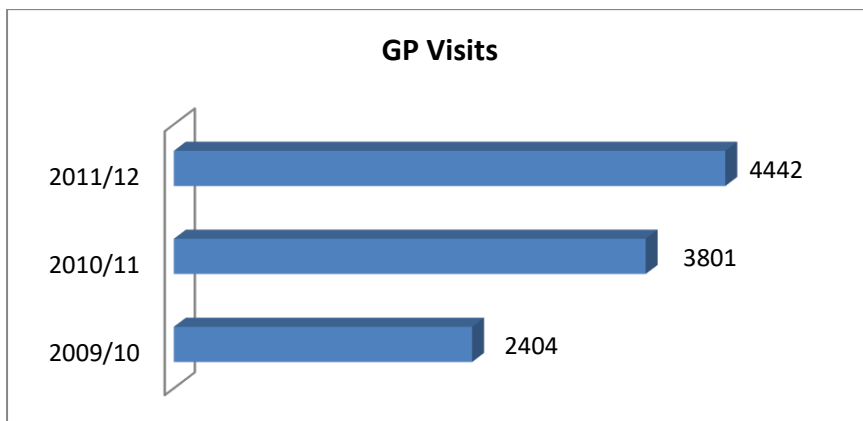
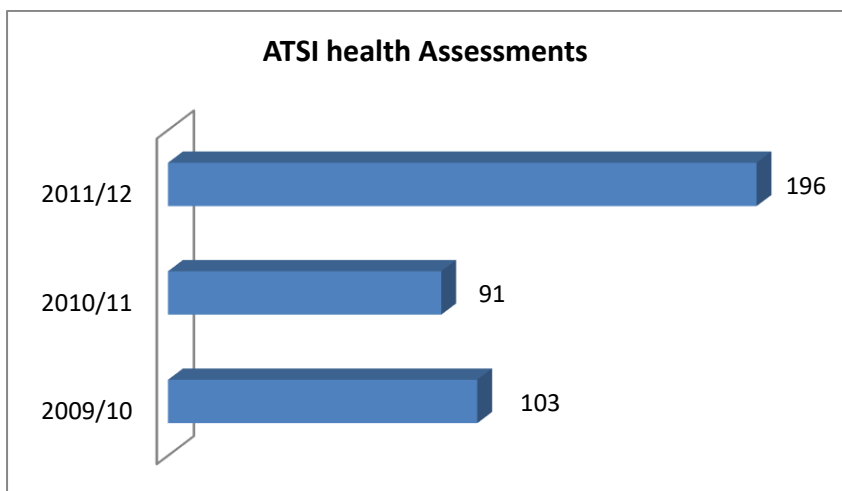
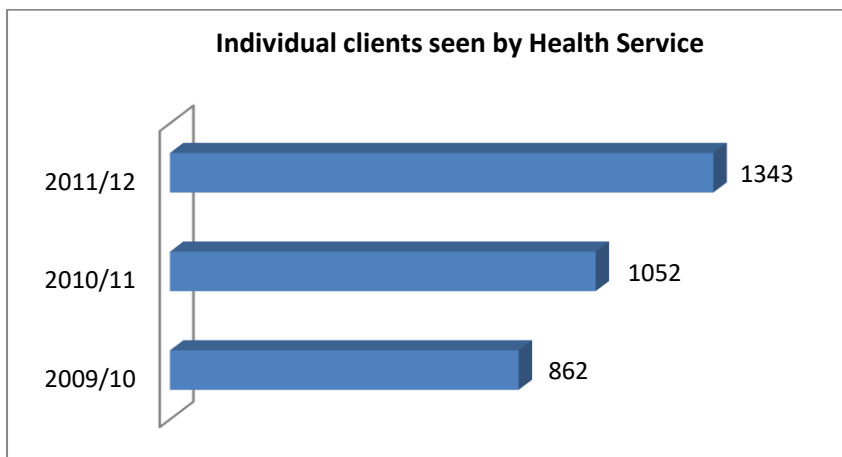
The following selected highlights from 2011-12 are just some examples of the fine work of Gunditjmara staff and the Aboriginal community.

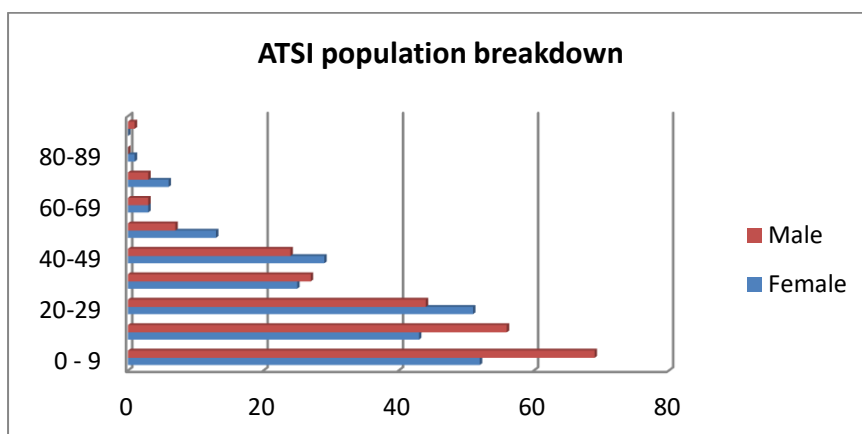
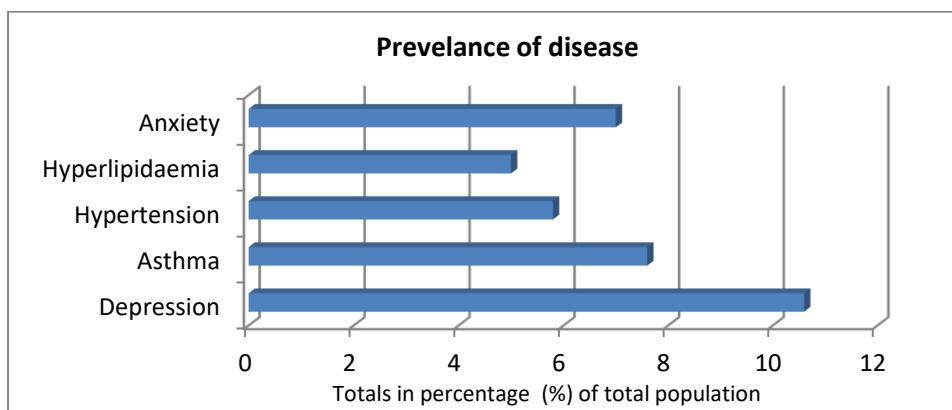
- **CELEBRATED** 30 years service to the community
- **ACHIEVED** full Health accreditation
- **ACHIEVED** full HACC accreditation
- **ACHIEVED** "medium" risk rating OATISIH Risk Assessment Profile Tool
- **EXPERIENCED** an approximately 30% increase in patient visits versus previous year
- **COMPLETED** 20,249 episodes of care provided across all Gunditjmara divisional areas and programs: an increase from 14,692 for the 10-11 period
- **INCREASED** Medicare revenue
- **INCREASED** growth in patient numbers at the clinic: Registered 542 new patients

- **DELIVERED** 13,527 episodes of care across all Health Programs an increase from 10,710 for the 10-11 period
- **ATTAINED** 3 year funding agreement from OATSIH, increasing organisational sustainability
- **SUCCESSFULLY** applied and was granted \$900,000 funding for stage 1 capital works, Harris Street Reserve Rebuild via Aboriginal Affairs Victoria Indigenous Community Infrastructure Program
- **DELIVERED** 600 Medical and Dental Transports

Fast Facts:







From the Chair

Dear Members

Welcome to the Gunditjmara Aboriginal Cooperative Ltd (Gunditjmara) Annual Report for 2011-12, which provides a snapshot of our activities and achievements and showcases the variety of programs and services undertaken by the organization over the past financial year.

The 2011-12 financial year has been extremely busy, eventful and memorable. We celebrated 30 years of service to the Warrnambool and District Aboriginal and Torres Strait Islander community. This is a significant milestone for any non-government, not-for profit organization; I applaud all staff, past board members, volunteers, members, stakeholders and importantly founding members who have made Gunditjmara what it is today. Overall we can all reflect on and be very proud of Gunditjmara's achievements over the years, truthfully it has not always been a smooth road and there have been the occasional bumps along the way but those bumps have only made us stronger, resilient and wiser.

During the reporting period your Board directed and invested considerable energy to the “Gunditjmara Harris Street Reserve rebuild.” This project has understandably been the organisations number one major priority due to the organisations rapid expansion. It had become increasingly obvious throughout the year that we were operating at full staff capacity for each of our operational facilities being Kinross Court (Head Office) and Banyan Street (Medical Clinic); in effect we were starting to “work on top of one another” so to speak! To fix and counteract this problem, architectural firm Select Architects from Geelong were independently engaged and funded by Gunditjmara and throughout the year worked closely and consulted with community, Board and staff to develop a complete master plan for our site at Harris Street Reserve.

The Master Plan consisted of bringing all Gunditjmara operations under one roof effectively creating a one-stop-shop which has been a major aspiration for both members and staff and referenced as such in our Strategic Plan. Bringing all of our 4 operational divisions under one roof increases our operational efficiencies and improved economies of scale such as IT savings due to consolidation of IT infrastructure and components.

Our final “settled” building design morphed into an unashamedly and undeniably bold structure that the community should be proud of and a truly ‘landmark’ building for municipality.

Progressively, as the final ‘settled’ design came to fruition, a number of required pre planning tasks were completed (such as a Traffic Impact Assessment and a Cultural Heritage Assessment) with the total amount spent on these tasks totalling \$96,482.50. Subsequently a full Planning Application was prepared and lodged with the Warrnambool City Council Planning Department on the 12 September 2011, which is still awaiting consideration by a full council meeting. We hope that council will consider our planning application in an expedited manner and to our satisfaction (fingers crossed!)

As you browse through the pages of this year’s annual report you will note a number of pleasing results and incremental improvements across all program areas. For quick reference we have captured a lot of this information at page 8 titled “fast Facts” which shows each divisional area of the organization has made incremental improvements.

During the year it was extremely pleasing to see a number of achievements on the accreditation front. Gunditjmara participated in a number of accreditation frameworks throughout the year, 4 to be exact. Looking back over my time with Gunditjmara and the non-profit sector it is becoming quite evident that the landscape of how we do business is rapidly changing year by year. Accreditation frameworks that we participate in are becoming increasingly duplicated across different frameworks, i.e. Home and community care (HACC) and housing accreditation have the same standards in certain areas, each use separate third party accreditation companies who’s job is to evaluate and assess if the organization has achieved to a satisfactory level and to the required standards and then the process is repeated within a determined cycle such as every 2 years. Put bluntly in most accreditation frameworks, if accreditation is not achieved to the required standard it could lead to funding to termination of funding, resulting in job losses and nil service delivery to community.

These matters tend to lead to increased complexity and burden for organizations not to mention the increased time devoted to the accreditation process all while staff capacity within organizations is spread thinly. I do understand that accreditation is a vehicle and effective tool to routinely improve and review programs, systems and practices within an organization but am concerned that the increasing burden of more and more accreditation frameworks and disparate standards across each, on ground service delivery at the coalface may be placed in jeopardy.

I hope and urge government at all levels to investigate simplifying the accreditation system such as enabling the ability for organizations, whom have achieved accreditation to share and cross credit across different accreditation frameworks i.e. if we have achieved medical accreditation then this should enable us to cross credit with the OATSIH Risk assessment framework.

Within the CEO report below a list of accreditation frameworks that Gunditjmara achieved throughout the year is provided. The results are notable and are can be attributed to a collective effort and as such I would like to thank Board Members, Staff, Members and the Community for their efforts and support.

Looking ahead to next year our continuing focus will be to shore up our infrastructure requirements. It will again take a front seat for our organization because without suitable infrastructure for our operations it can hinder the logistics of service delivery to our members and broader community. Additionally we will continue to strengthen our governance and risk management obligations by applying a risk management lens across the whole organization.

On behalf my fellow Board Members, I would like express our appreciation to Marcus Clarke for his leadership of Gunditjmara and say thanks to the entire operational team at Gunditjmara for their commitment to our service, and making our organization something to be proud of. We also extend our thanks to our members and clients; we value your continued support and appreciate the trust you place in Gunditjmara. I also especially say thanks and acknowledge my fellow Board members for their active participation, considered input, insight and commitment to Gunditjmara.

I am very much looking forward to the many challenges that lay ahead in 2013.

Allan Miller

Chairperson

Gunditjmara Aboriginal Cooperative Limited

From the CEO

Dear Members

It is my pleasure to report on another year's activities at Gunditjmara – Once again it has been an intensely busy and productive year. Consolidation, of taking stock on internal systems and processes, bedding in and integrating, gradual growth of and continuous improvement in our service delivery and management were the order of the day for Gunditjmara during the financial year.

Looking back over the last twelve months the year has gone by very rapidly as we continued to advance our mission, resulting in some very positive outcomes.

This annual report only provides a brief snapshot of the extensive work undertaken by Gunditjmara.

30th Anniversary Celebrations.

Within the reporting period Gunditjmara celebrated an important milestone of – 30 years anniversary as an Aboriginal Community Controlled Organisation (ACCO). On the evening of 30th June 2012, over 130 people joined in the celebration of this wonderful achievement. The event held at the Warrnambool Bowls Club, was fantastic and provided the opportunity for the community to reflect on the beginnings of Gunditjmara and the many struggles and proud moments over the course of our 30 year history. Kutcha Edwards and band, Archie Roach and Brett Clarke, duly entertained the guests on the night which was enjoyed immensely by all. Jamie Thomas member and past employee of Gunditjmara was our Master of Ceremonies on the night. We were kept entertained well into the night from Jamie's many jokes all of which were most amusing.

Many attendees of the event, and the weeks following, indicated to me personally that they thoroughly enjoyed the night. Some even suggested to make the dinner into an annual event as apart of NAIDOC week celebrations, which I thought had merit. It is food for thought and maybe something to consider for upcoming NAIDOC weeks activities.

30 years is a noteworthy milestone to achieve and on a personal note I acknowledge and pay respects to our community members, some of who have passed who have paved the way to where we are today.

Harris Street Reserve Rebuild.

As referred in the Chairperson report our Harris Street Reserve Rebuild has been priority focus area for Gunditjmara. The very capable team at Select Architects, whom were appointed by Gunditjmara, continued to work with us in producing and settling on a final building design. During the reporting period "In principle" agreement was sought and gained from Warrnambool City Council (WCC) as land caretakers/managers and Department of Sustainability and Environment (DSE) as landowners of the Harris Street Reserve site.

A formal Pre-application planning meeting was held with WCC & DSE representatives on 10 August 2011. Initial conceptual plans of the building were submitted for discussion. The conceptual plans were generally well received we were encouraged by the WCC to proceed in lodging the application in accordance with the conceptual plans as tabled.

Select Architects facilitated a number of consultations with members, Board and staff members in order to shape the final design of Harris Street Reserve. From the various consultations held, a final design was settled and endorsed with the total estimated cost of the building coming in at \$7.1 million. The design covered 920m² and comprised of 3 distinct stages with each stage being easily accessible to the public, which included an elevator that provides efficient flow of visitors and staff between the various stages and levels.

The stages were:

Stage 1: Administration and Human Resources office – accommodating Gunditjmara’s Corporate Services division, Aged Care and Disabilities Services division and Child, Youth and Families Support Services Division. Comprising of three levels; an underground car park with enough car parking spaces to accommodate fifteen vehicles and ample storage, ground floor encompassing a reception area and generous office and meeting room space and the first level encompassing further office and meeting room space.

Stage 2: Community and Cultural Centre – comprising of three levels; an underground auditorium with seating capacity of 200, ground floor encompassing a functional multi use community space and the first level encompassing a cultural interpretive/art centre and café.

Stage 3: Health and Wellbeing Centre – comprising of two levels with both ground and first floor levels encompassing health service and wellbeing consultation and treatment rooms and office space.

The external design of the complex was inspired by Indigenous art and culture with organic shapes, colours and textures that reflect nature. The overall building plan was designed to blend and nestle into the topography of the Harris Street Reserve site, with the aim to reduce the height of the premises resulting in minimal impact to residents in the vicinity and close to the complex.

A Quantity Surveyor was engaged to conduct cost estimations on each of the 3 proposed stages of development for the Harris Street Reserve rebuild. The cost estimations were as follows:

Stage 1 - Total cost of Stage 1 was estimated at \$1,852,000.00

Stage 2 - Total cost of Stage 2 was estimated at \$3,985,000.00

Stage 3 - Total cost of Stage 3 was estimated at \$1,265,000.00

Giving a Total Estimated cost of \$7,102,000.00 for the project.

Throughout the planning stage for the Harris Street Reserve Project, the Board and myself set about projecting strategies to fund the entire project. Fortunately and timely, Aboriginal Affairs Victoria announced a round of funding via their Indigenous Community Infrastructure Program (ICIP) with the ICIP funding application criteria being for funding large infrastructure projects over \$50,000. Gunditjmara applied through the funding application process, Gunditjmara's ICIP application was primarily to fund for stage 1 of the Harris Street reserve rebuild. Gunditjmara intended to contribute funds towards the project with our contribution of funds coming from the following sources:

- Sale of Gunditjmara owned asset – Building 265 Koroit Street, Warrnambool.
- Utilization of insurance from fire damage sustained at Harris Street Reserve
- Self funding contribution

The ICIP application as submitted requested funding to cover the shortfall for Stage 1. The shortfall after Gunditjmara's own funds contribution, equated to \$832,000.

On 21st December 2011 Gunditjmara received welcoming and exciting correspondence from the Deputy Director of AAV – Monique Dawson. The letter informed that our application was successful and \$900,000 had been granted. Minister for aboriginal Affairs and Local government the Hon. Jeanette Powell attended Warrnambool to announce the \$900,000 ICIP grant via the local media outlets.

\$900,000 for Warrnambool aboriginal co-op rebuild ☆

By PETER COLLINS Feb. 15, 2012, 10:26 a.m.



Our initial plan, based on constructional engineering advice, was to demolish the fire-damaged portion of the Harris Street Reserve complex. The fire-damaged portion of the building was determined by constructional engineers to be unable to be salvaged. The idea was to demolish the fire damaged portion to make way for the entire stage 1 design, which as detailed above would accommodate the entire team of Gunditjmarra's Corporate Services division, Aged Care and Disabilities Services division and Child, Youth and Families Support Services Division all of which are currently based at 6 Kinross Court. The entire stage 1 building design would then tie-in to the existing building structure of the Harris Street Reserve complex.

We now had the funds to fully complete stage 1 of the rebuild.

The final settled building design for our Harris Street Reserve rebuild was submitted to council on the 10th September 2011. The application was lodged in its entirety (and on its merits), with a planned completion date of a requested six years. Six years was requested to enable ample time to source funding for the remaining phases of stage 2 and 3.

Prior to final submission of the design to WCC, all required pre planning tasks, which included such tasks as a cultural heritage assessment, Quantity Surveying and Traffic Impact Assessment were completed at a total cost of \$96,482.50

Our planning permit received two official objections which were based primarily on Traffic Volume issues, Residential amenity issues, Contamination Issues (due to the old soccer site at Harris Street reserve historically being an old tip site.), overdevelopment, appropriate land use/Retention of public open space.

We are hopeful that our design is promptly determined via WCC planning processes. Until then we will remain accommodated within the site at 6 Kinross Court, which unfortunately is quickly becoming overcrowded due to gradual growth in staffing numbers and program offerings.

Strategic Plan.

Our Strategic Plan is fast approaching conclusion as at end of financial year 2012-13 (June 30th 2013).

The 2010-2013 Strategic Plan comprises three goals:

1. A well managed and sustainable organisation
2. A supported and empowered community
3. Strong and Healthy people.

Our 3 Year Strategic Plan guides the work that we do at Gunditjmara and shapes the future direction of our organisation.

We are progressing steadfastly through goals of our Strategic Plan and we are on track to achieving significant results against all three goals by end financial year 2013. We will provide all members with a final report on our results at the end of financial 2013 Annual General Meeting. I look forward to providing members with a final report of our achievements and results.

Nearing the completion of our strategic planning cycle in early 2013 we will also be planning our next 3 to 5 year Strategic Planning Cycle. This is an important process and will ensure continuation, longevity and diversification of our services and program offerings. This will be a fantastic opportunity for our members to be involved and “have their say” on the future of Gunditjmara over the next 3 to 5 years. To all our members stay tuned for further updates on this in the coming financial year.

External Accreditation and Risk Assessments.

Our staff and community deserve to be proud of our many achievements attained on the accreditation and Risk Assessment front during the 2011-12 financial year. We achieved some very pleasing results and accomplished accreditation and reduced risk rating from the various government mandated accreditation and risk assessment frameworks. We achieved results in the following accreditation and risk management frameworks:

- We successfully completed and achieved full HACC Accreditation – Gunditjmara HACC program were one of four organisations (state-wide) that were selected to take part in a pilot program for accreditation against the community care common standards (HACC). Gunditjmara was the only Aboriginal HACC service provider to be involved in the pilot. Our organisation measured up very well against the other mainstream service providers.
- We successfully completed and achieved full Health Service Accreditation for our Health Service located at 3 Banyan Street, Warrnambool. Our health service successfully achieved full GPA Plus medical accreditation, against the standards set by the Royal Australian College of General Practitioners (RACGP)
- Our OATSIH Risk Assessment was undertaken in March 2012. that gave us an excellent rating enabling us to continue to receive funding from OATSIH. The audit team's overall recommendation was that we purchase a suitable software program to assist monitoring and tracking all risks associated with running a complex business. We have since purchased a program called "I.on.my.care" that will monitor our Governance, Compliance, Risk Management, Accreditation, Quality Improvement, Human Resources, and assist with Surveys and Audits.

The OATSIH Assessment Framework aims to support the capacity and development of the Aboriginal and Torres Strait Islander Health sector and reduce risks to the Commonwealth's investment in Aboriginal and Torres Strait Islander Health Service provision

I am pleased to inform Members that the Gunditjmara Aboriginal Cooperative has been assessed as "Medium Risk" and this means that there are no implications for Gunditjmara to revert back to a 12 month funding agreement - we continue on with our current 3 year agreement.

- Housing accreditation, took place in early 2012. Accreditation company Global Mark were the assessors for the Housing accreditation framework. We have yet to complete some of the partly met standards to achieve 100% accreditation. We envisage and are confident that the partly met standards will be met in the New Year.

Our accreditation and risk assessment results are truly a tremendous effort. I commend and acknowledge the hard work demonstrated by our staff in driving through and attaining accreditation on the many frameworks that are imposed upon us . I also wish to extend my thanks to the support, tips and advice provided by Sector Quality Improvement staff from VACCHO.

We recognize that accreditation is an essential process in bedding in an organizational culture of continually improving and strengthening the overall organization and developing robust internal systems and processes to ultimately better serve our community. Additionally it provides our clients assurance that we deliver a best practice and quality service. However in saying this I am in support of a Cogent argument being put to both federal and state level governments to streamline and

reduce the burden and duplication of accreditation – a single accreditation framework would be music to my ears!!

Community Lunches.

Over the financial year Gunditjmara provided, fortnightly Friday community lunches. The Community lunches initiative has been a huge hit and brings many community members together to have a healthy nutritious feed and a yarn and provides an opportunity for programs and services from both Gunditjmara and other organisations to meet with clients to talk about their services and programs on offer. On average we cater for up to 40 community members at each community luncheon. We plan to continue this great initiative in the new financial year.

I wish to thank all of our staff who provide time to the community lunches initiative and anticipate further community participation with this great initiative in the coming year.

Partnerships.

We continue to work with, and value our many partners in the South West region in both the mainstream and the ACCHO sectors. We understand the importance of maintaining and developing strong partnerships to widen our coverage to deliver better health outcomes and initiatives for our community.

It is pleasing to see that our partnerships are strengthening and becoming sustainable; we are, at the end of the day, all committed to achieving better health outcomes and improved wellbeing for our community.

I look forward to continuing our relationships with our various partners into the future.

Investing in our Staff

Continuing a theme evident in the last couple of years, Gunditjmara continues to invest immensely in professional growth and development of staff. We will continue to explore strategies that open career pathways within the organisation to maximise retention and build a solid bottom-up succession plan whilst expanding our skills base and building collective knowledge.

The following list provides a snapshot of training activities undertaken by staff during the period:

Professional Development and Qualifications for 2011 - 2012

Carly Ahearn	Division 1 Nursing (Deakin)
Annie Bertram	Motivational Interviewing Training
Ros Britton	Life Program Facilitator Training First Aid Level 2 Aboriginal Scope of Practice Motivational Interviewing Training Care Planning Workshop/Training
Ken Brown	Motivational Interviewing Training Certificate III Community Health (Ongoing) First Aid Level 2 Aboriginal Health Worker Scope of Practice
Vicki Burrows	Certificate III in Home and Community/Aged Care
Brett Clarke	Certificate III in Home and Community/Aged Care
Jarrold Clarke	Diploma in Business Management
Marcus Clarke	Executive Certificate Business – Master Business Administration (Ongoing)
Frances Cornelissen	Certificate IV in Home and Community Services (Current)
Bev Harrison	First Aid Level 2
Sherry Johnstone	First Aid Level 2
Brady Jones	Certificate IV Social and Emotional Wellbeing (Ongoing) First Aid Level 2 Motivational Interviewing Training
Julie Kelly	Certificate IV in Home and Community Services (Current) 5 Day OH&S Course
Troy Litster	First Aid Level 2 Motivational Interviewing Training
Tracey Logan	5 Day OH&S Course Fire Warden Training Exceptional Customer Service Training
Annette Ludeman	Diploma in Business Management and Diploma in Human Resources Management

Gaye Morrissey	CASA Sexual Assault workshop/training Re-credentialing training as a PAP provider PAP workshop/training Ausmed - What all nurses need to know 2 day training Aboriginal Scope of Practice Training Ausmed- Improving knowledge of Medicare 2 day training Personally Controlled Electronic Health Records Training
Anita McKenzie	Certificate IV in Aboriginal Family Violence (Current) 5 Day OH&S Course
Kaye Netherway	First Aid Level 2 VACCHO Koori Maternal Service Training/Update
Jodie Rantall	Care Planning Workshop/Training
Margaret Revell	Bachelor of Commerce (Current)
Maxine Risk	Diploma of Narrative Approach for Aboriginal People (Counselling Group, and Community Work)
Jenny Sack	Diploma of Management (Ongoing) Aboriginal Scope of Practice Personally Controlled Electronic Health Records Training
Gabrielle Stevenson	Aboriginal Scope of Practice Training Care Planning Workshop/Training Personally Controlled Electronic Health Records Training
Glenda Thompson	Diploma in Community Services Work
Georgie Taylor	First Aid Level 2 Care Planning Workshop/Training Aboriginal Scope of Practice Training Motivational Interviewing Training Certificate IV Aboriginal and Torres Strait Health Practice (Ongoing)

Gunditjmara Grounds and Maintenance Restructure

During the reporting period Gunditjmara commenced an in depth review of our Grounds and Maintenance Program. The review highlighted that the Grounds and Maintenance Program was running a significant financial loss. As a result of this fact and after careful consideration it was deemed appropriate to close the Grounds and Maintenance Program and as a result all roles within that business unit were made redundant.

Thanks and Acknowledgements

Firstly I wish to say thankyou to the members and clients for their continued support in accessing and utilising the many programs and services on offer at Gunditjmara.

To all our staff, much thanks and commendation for your many notable efforts and important work performed at the coalface making a real difference to the health and wellbeing of our community.

I also wish to acknowledge extend our thanks to our various State and Commonwealth funding partners for their financial support, advice and continued confidence they show in Gunditjmara.

Many thanks also to our many partner organisations and a special thankyou to our peak body Victorian Aboriginal Community Controlled Organisation, your continued advice and assistance over the year has been sterling.

Last but not least I wish thank the Board of Directors for there continued guidance and forthrightness and I value highly, acknowledge and thank them one and all for the countless voluntary hours they so willingly donate to the governance of the organization.

The Year Ahead

In 2012-2013 there is much to be done some of which include:

- First and foremost we must continue to work towards achieving our infrastructure goals. If we are to continue to grow as an organization and deliver exceptional programs we must have future proofed Infrastructure to accommodate and support this.
- We must develop a robust operational business plan across all divisional areas that is aligned to our Strategic Plan Goals.
- We must continue to identify and diversify our income streams to ensure sustainability of Gunditjmara.
- We must continue to invest in our workforce to enable each and every staff member to expand their professional horizons which will ultimately result in a confident and capable workforce.
- We must develop a robust succession planning strategy for the whole organization
- We must continue to identify and manage risk across all areas including at Governance level and operational.

I continue to be excited and energised by the future possibilities our organisation. We continue to strive to provide the best services we can with the resources that are available to us and I truly believe Gunditjmara is extremely well positioned and stable to continue to improve the wellbeing and health of our members and community as a whole.

I am looking forward to tackling the many varied challenges and rewards of the coming year and I invite all our members and community to get behind and continue to support the direction of Gunditjmara as we grow into a position of strength.

ROLL ON 2013!

Marcus Clarke

CEO

Gunditjmara Aboriginal Cooperative Limited

Divisional Program Reports:

Gunditjmara Aboriginal Cooperative Health Service Divisional Reports:

Gunditjmara Health Service

The Gunditjmara Aboriginal Health Service offers general medical practitioner and minor procedural services to the Aboriginal and non-Aboriginal community of Warrnambool and outlying areas of the South West.

In the reporting period, Gunditjmara Health Service registered 291 new patients for the period and provided over 13,527 episodes of care, of which 4442 were from visits to the GP

Our medical reception team is the primary point of contact for patients/clients that present to the health service. Our reception team provides a warm and welcoming face to the patients and are ever so helpful to our patients acting as the crucial link between patients and medical staff. We are very proud of the professional attitude our administration staff display on a routine basis.

Our General Practitioner's Dr. Surinder Singh and visiting GP, Dr. Jonathan Duffy along with our Practice Nurse staff continue to provide highly professional and empathetic clinical services to our existing and new patients. Dr Singh currently provides consultations on Monday 9:00am-4:30pm, Tuesday 9:00am-4:30pm, Wednesday 9:00am-12:00pm, Thursday 9:00am-4:30pm and Friday 9:00am-4:30pm and Dr Duffy provides consultations on Tuesday Mornings 9:00am-12:30pm.

As we continue to increase both staffing and client numbers, a continuing key challenge for us this year was diminishing office space. This was attributed to our rapid growth in staffing numbers resulting in us quickly outgrowing our premises at 3 Banyan Street. This will be a further ongoing issue in the New Year that we will endeavour to address.

During the reporting period Gunditjmara Health Services was selected as a project site for the Aboriginal Health Worker Clinical Supervision (AHWCS) Project. We secured funding to commence this exciting initiative. We were one of the 2 selected ACHHO's across the state to undertake the initiative.

The Aboriginal Health Worker Clinical Supervision (AHWCS) Project aims are:

- Increase the confidence and capacity of the AHW workforce to complete health checks, increasing their ability to practice independently as part a multi-disciplinary team, increasing the uptake of AHW item numbers and increasing the confidence of clinical team members and clients in the AHW role.
- Develop a snap shot business case at the commencement and the conclusion of the pilots to measure trends and provide an insight into whether the proposed model is self sustainable (i.e. through increased capacity of ACCHOs to access Medicare rebates).
- Develop of a documented model and guidance for ACCHS seeking to implement a similar model.

Key achievements in 2011-12 through the Gunditjmara Health Service include:

- Registered 524 new patients
- Provided 454 GP sessions
- Provided 13,527 episodes of care across all Health Programs
- Selected as a project site for the Aboriginal Health Worker Clinical Supervision (AHWCS) Project. Secured funding to commence AHWCS initiative
- Increased numbers of patients with GP Management Plans and team care arrangements
- Engaged a Health Services Manager, Social and Emotional Wellbeing Officer and Medical Receptionist Trainee
- Coordinated care between the Clinic and other health care services locally and regionally
- Facilitated allied health visits by dieticians, a diabetic educators and mental health specialists
- Facilitated sight and hearing screening programs
- Reviewed policies and procedures and implemented a range of changes to comply with the RACGP accreditation guidelines
- Carried out physical alterations and additions to building in order to comply with RACGP accreditation guidelines
- Further developed and streamlined electronic recording of health indicators to improve quality of clinical service provision and reporting
- Provided over 600 medical and dental transports
- During the year Gunditjmara received welcoming news that we had received 3 year funding from OATSIH.

Aboriginal Health Workers (AHW)

Our Aboriginal Health Workers (AHW) provide a vital link between Aboriginal communities and health care services.

As well as offering emergency care, AHW's are trained to use their knowledge of Aboriginal culture and communities to promote good health practices within individual community groups.

Aboriginal Health Workers have diverse roles that include providing treatment for disease and injuries, maintenance of health records, language interpretation for clients, cultural education to people outside communities, counselling and referral for crisis problems, input, planning, development and monitoring of health programs in their community and also assist and encourage Aboriginal people to take a strong role in controlling and managing their health

Key achievements in 2011-12 performed by AHW include:

- 196 Aboriginal and Torres Strait Islander (ATSI) Health Checks were completed and claimed via Medicare
- 27 Chronic Disease Management Plans had been completed and claimed
- 26 Team Care Arrangements have been completed and claimed
- One AHW has successfully completed Certificate IV in Aboriginal and Torres Strait Islander health and is now eligible to be registered as an Aboriginal Health Practitioner with Aboriginal and Torres Strait Islander Health Practice Board (APRAH)
- Five Week Life Program, facilitated by a Qualified Life Facilitator who is also one of our AHW's
- All Aboriginal Health Workers attended six day "*Motivational Interviewing*" training
- Took part in Scope of Practice initiative via the Victorian Aboriginal Community Controlled Health Organisation (VACCHO). This project was aimed at developing the clinical skills of the Aboriginal Health Workers
- Worked with Division of General Practice staff assisting with nutrition and diabetic information
- Our Male Aboriginal Health Worker undertook training to become a qualified QUIT Facilitator
- Facilitated Session 2 of the Life Program run through Diabetes Victoria, whereby a total of eight participants attended
- Facilitated Session 3 of the Life Program run through Diabetes Victoria at which eight participants attended

Healthy for Life program

The Healthy for Life (HFL) Program is a federally funded program for delivering a population based health approach with Community consultation, encouraging organizations to adapt services to their local communities, encouraging services to collaborate, encouraging capacity building and emphasizing research based interventions.

The HFL program aims to address the national issues in Aboriginal health as set forth via the Council of Australian Governments (COAG) –forming the National Indigenous Reform Agreement (NIRA), which agreed that the Department of Health and Ageing, in partnership with the state and territory health departments and in collaboration with the Australian Institute of Health and Welfare, would develop a set of national key performance indicators (KPIs) for Indigenous specific primary health care services. National Key Performance Indicators (nKPI's). They are essentially 24 identified targets set out to address measure and manage chronic illness and also to prevent chronic illnesses occurring in Aboriginal and Torres Strait Islander people across Australia.

The KPIs are intended to:

- indicate the major health issues pertaining to the regular client population of Indigenous-specific primary health care services (especially those of maternal health, early childhood and the detection and prevention of chronic diseases)
- outline the extent to which government-funded Indigenous-specific primary health care services collect, record and review pertinent data on these issues, and
- reveal changes in health risks or outcomes that may be driven by the quality of care that government-funded services provide to their clients.

The regional HFL Coordinator, employed by Gunditjmarra, works in an outreach capacity providing support to staff across all partner agencies in the Aboriginal organizations in South West Victoria. Support is provided to ensure the nKPI's are being met and outcomes are being achieved. The partner agencies make up the South West Victorian Consortium and includes:

- Dhauwurd Wurrung Elderly & Community Health Services Incorporated (Portland)
- Winda Mara Aboriginal Corporation (Heywood)
- Koolang Muutang – Kirrae Health Services Incorporated (Framlingham)

Each CEO from the Partner organisations above serve as the regional management team for the HFL program with Health management representatives from all services. The regional management team is called the Action Planning Group (APG) and holds ultimate responsibility for all Healthy for Life funding and planning. Planning is managed by using up to date health data from the partner agencies.

- The APG meets quarterly with rotating chair and venue.
- The APG and the HFL Coordinator will develop a truly regional plan based on agreed priorities.
- The APG considers budget and operational issues.
- The Coordinator facilitates these meetings but the APG remains responsible for all decisions.

Gunditjmara currently employ two full-time and one part-time Aboriginal Health Workers in the H4L program team who are responsible for clinical management and support of Aboriginal patients, health promotion activities, parental and early childhood support, health and wellbeing activities, and group education programs. Staff are mentored and supported by our H4L Coordinator who is responsible for collecting and collating local and regional data. This data informs us about how well are doing in our efforts to improve certain health outcomes.

Key achievements in 2011-12 through the HFL Program include:

- In July 2012 Gunditjmara completed their first report to the Australian Institute of Health and Welfare (AIHW) for the new National Key Priority Indicators.
- The first regional three-year (2011-14) regional SDRF plan against the new nKPI's, was submitted in April and accepted by OATSIH.
- Quarterly reporting to OATSIH against the regional plan
- Various chronic disease audits completed, highlighting needs and areas for improvement, developing and implementing plans to improve the identified needs.
- Working with all staff to ensure identification of disease is occurring appropriately
- Facilitation and organization of meeting with Parliamentary Opposition Minister for Health Dr. Andrew Laming, Local MP Dan Teehan and key representatives for Aboriginal Health across South West Vic.
- Presentation at the AMSANT (VACCHO equivalent in the NT) Chronic Disease Conference regarding CQI in Aboriginal Health
- Working with all partner agencies and staff to complete various reporting to Office of Aboriginal & Torres Strait Islander health and Department of Health
- Facilitation of care planning and other training sessions for AHW's, nurses and other health staff on a regional basis.

Alcohol and Other Drugs Program

The role of the Gunditjmara Alcohol & Other Drugs (Program is to work with (AOD) Aboriginal clients that are affected (either directly or indirectly) or who are at risk of being affected by alcohol and/or other drugs. The geographical area for the program works across the Warrnambool and Framlingham locations. A particular focus is placed on reducing the uptake of alcohol and other drugs by Aboriginal people and their significant others.

The Gunditjmara AOD Officer assists and delivers preventative education by increasing awareness within the community of the adverse effects of substance abuse, and to offer individual treatment plans, referrals to other Drug and Alcohol specialist treatments for Aboriginal youth and adults experiencing drug and alcohol issues and provide counselling and support to families affected by drugs and alcohol.

The AOD Officer is based at the Gunditjmara Medical Clinic on Mondays, Tuesdays, Thursdays & Fridays, which are spent engaging with the Community by taking part in various activities. Wednesdays he spends providing a service to the Community at Kirrae Health Service in Framlingham.

Key achievements in 2011-12 through the AOD Program include:

- During the reporting period the AOD worker engaged with and assisted: 147 Aboriginal female Contacts, 193 Aboriginal Male contacts and 27 individual AOD clients
- Actively participated in Gunditjmara's Men's shed program, Food Bank, Gunditjmara Friday Community lunches, WRAD conference stall various Networking and Professional Development activities
- The AOD worker also participated in various State-wide programs, networks and forums including:
 - LAJAC (Local Aboriginal Justice Advisory Committee)
 - RAJAC (Regional Aboriginal Justice Advisory Committee)
 - Telkaya AOD Network (network of 93 state and commonwealth funded Alcohol & Drug workers in community and mainstream organizations across Victoria.)
 - Social & Emotional Wellbeing Forums
 - Various VACCHO forums

Remember everyone should have 2 alcohol-free days per week.

Gunditjmara Aboriginal Dental Clinic

The Gunditjmara Aboriginal Dental Clinic in partnership with South West Healthcare Dental Services continues to provide a critical dental service to our members and community. The dental clinic remains an extremely busy and valued service and continues to go from strength to strength.

The Gunditjmara Dental Clinic, utilising the South West Health Care dental team, comprising of a dentist and 2 dental nurses, provides free weekly dental services to all Aboriginal Health Care Card and Pensioner Concession Card holders. Services include oral health check-ups, preventative care, extractions, fillings, cleaning, fisher seals, bridges and dentures.

We are extremely proud of our excellent working relationship with the dental staff of South West Healthcare. Without their ongoing support this vital service to the Aboriginal community would not be possible. Aboriginal community members who are not eligible for services at the Gunditjmara Dental Clinic can access services through our monthly trips to the Victorian Aboriginal Health Service Dental Clinic in Fitzroy, Melbourne.

Key achievements in 2011-12 through the Gunditjmara Dental Clinic include:

- Provided dental services to more than 400 patients
- Achieved high client satisfaction ratings

Koori Pre-School Assistant (KPSA) Program.

Gunditjmara's Koori Pre School Assistant work with kindergarten programs to:

- Enhance the access and participation of Koorie children in Kindergarten programs
- Promote and assist in the delivery of Koorie inclusive programs
- Provide information and support to Koorie families and communities
- Support the attendance of Koorie children in kindergarten programs
- Encourage the involvement and participation of Koorie parents, families and carers in the development of kindergarten programs assist in the development of kindergarten programs that embrace Koorie culture.

The KPSA also provides information and support to Koori families while supporting the attendance of Koori children attending kindergarten.

The KPSA visits eight different kindergartens, including a three year old Kindergarten, visiting 22 Koori children in total. During these visits the KPSA has been busy preparing and presenting a different culturally relevant activity every fortnight, while working and liaising with the Kindergarten teachers about activities in advance. The KPSA also assists families with kinder and school enrolments, ensuring school readiness whilst assisting with and ensuring a smooth transition into school.

Key achievements in 2011-12 through the KPSA Program include:

- Working with small groups as well as reading books to the whole class, afterwards completing group activities regarding the story
- Organising and facilitating “Koorromook” Playgroup, in conjunction with Health Promotions Officer
- Presentation to ‘Playgroup Victoria’ about the “Koorromook” Playgroup
- Attendance and presentation at the Moyne Kinder “Cluster Group Meeting,” providing them with information and ideas regarding resources and cultural education
- Worked with the kindergartens to make a “Sea Of Hands” from all the children as part of the “Close The Gap Day”
- Developed an Australian animal Bingo game with our local language under the animal’s common name.
- Developed a “Guess what Australian Animal Am I?”- a large card game where the kids have to guess through action or noises to find what animal they are.
- Aboriginal Art – Painting a turtle using lots of dots, lines and patterns rather than colouring.
- Worked with the Men’s Shed to make wooden boomerangs, an abacus made with seeds from trees and a board game.

Social and Emotional Wellbeing Program (SEWB)

The primary aim of the SEWB is to provide support to Aboriginal people to reduce the intergenerational effects of past policies, social disadvantage, racism and stigma.

The SEWB worker aims to increase resilience and strengthen the wellbeing of Aboriginal people, families and communities and to promote preventative approaches that enhance wellbeing and reduce the prevalence and impact of harmful alcohol, drug and substance use within the community. The SEWB worker together with Alcohol and Other Drug Program staff to ensure that clients are supported with culturally appropriate and coordinated care from mainstream and other providers of mental health, social and emotional wellbeing and drug and alcohol services.

Throughout the 2011/12 period the Social and Emotional Wellbeing Officer has worked hard to increase resilience and strengthen the wellbeing of Aboriginal people, families and communities.

Key achievements in 2011-12 through the SEWB Program include:

- The SEWB Worker has undertaken, and almost completed Certificate IV in Aboriginal Health (Community Stream) at the Victorian Aboriginal Community Controlled Health Organisation (VACCHO).
- Assisted to facilitate and deliver “Motivational Interview” training to other Health workers and staff across the region

- Facilitated groups such as the “*Tenpin and Lawn Bowls*” Group
- Assisted with the organization of National Aborigines and Islanders Day Observance
- Committee (NAIDOC) events, such as the NAIDOC Ball, the Bowls Day and was a participant on the committee for the South West Health Care NAIDOC Celebrations.
- Offered advocacy and support for community members, which includes issues associated with Housing, Legal, Mental Health, Employment, Food Bank and Education.
- Attended Health and Wellbeing Conferences in Darwin, Perth, Halls Gap, Albury and Torquay.
- Providing Referral services to external agencies
- The SEWB worker has engaged with and provided a service to 49 individual clients, while providing 259 episodes of care to these clients

Koori Maternity Service Program (KMS)

The Koori Maternity Service (KMS) Program provides supportive and culturally safe antenatal and postnatal care as well as birthing support to women who are expecting Aboriginal babies across the South West Region. The KMS team aims to provide care and support to women and families from diagnosis of pregnancy, or before, if information is required, through until six to eight weeks postnatal, ensuring that families are well supported and linked in with appropriate external services.

The Gunditjmara KMS provides services to the five communities of:

- Portland
- Heywood
- Hamilton
- Framlingham and
- Warrnambool

The KMS program has continued to grow and support women who are having Aboriginal babies through their pregnancy and early postnatal period. The service has continued to work at building and strengthening relationships with mainstream services such as:

South West Health Care (SWHC) Women's Health Unit, SWHC Midwifery Unit, Warrnambool City Council (WCC) Maternal and Child Health Services, St. John of God (SJOG) Raphael Centre and the Western District Health Service in Hamilton.

A “*Shared Care*” arrangement has been developed with SWHC for ‘*Low Risk*’ pregnancies. This involves the midwife providing a majority of the prenatal care. KMS staff also provides support and care to women who are assessed as having a “*high risk*” pregnancy. In these instances, staff ensures that the women are linked in with appropriate specialists and support them to attend their appointments. KMS staff is often the first point of contact for the woman or family when concerns arise, and are then able to refer, advise and support them in accessing the assistance or are able to provide reassurance as required.

The KMS program continues to provide a service to the greater South West region and KMS staff regularly attend Dhauwurd Wurrung Elderly and Community Health Service.(DWECH), Winda Mara and Hamilton Health House as well as the Kirrae Health Service on a “needs” basis.

Key achievements in 2011-12 through the KMS Program include:

- Gunditjmara’s KMS program, entered into a “*Shared Care*” arrangement with SWHC Women’s Health Unit.
- Held the “*Naming Day Ceremony*” on 26 January at Hopkins Falls. This was, once again, well attended with very positive feedback.
- The “*Possum Skin Cloak*” which was made by our KMS families has been exhibited at the Art Gallery.
- Gunditjmara purchased a portable Ultra Sound machine which has proved to be an asset for the provision of Antenatal Care, as the women love to see their babies and are eager to come to their appointments just for this purpose.
- The KMS program has provided care to 26 women during the reporting period.
- The KMS program is currently supporting 11 Antenatal clients for care
- During the reporting period there has been a total 15 births, 2 of which were supported by the Midwife during labour

Care Coordination and Supplementary Services.

The Care Coordination and Supplementary Services (CCSS) Program is a Federal Government initiative and is a relatively new program to Gunditjmara and is auspiced by the Great South Coast Medicare Local. The aim of the CCSS program is to ensure that best practice coordination of care is delivered to clients whom are suffering chronic conditions such as diabetes, respiratory disease and kidney disease. Gunditjmara Aboriginal Cooperative has been funded for this program since April 2012. Our Chronic Care team works hard to improve the management of care to clients with chronic conditions.

Key achievements in 2011-12 through the CCSS Program include:

- Assisted eligible clients to access urgent Specialist, Allied Health and transport services that relate to their condition via the supplementary services pool.
- Improving the client's overall health and self-management skills.
- 16 patients have utilized the program with coordinated care
- 3 patients assisted with supplementary services

Gunditjmara Aboriginal Cooperative Aged Care & Disabilities Divisional Program Reports:

Home and Community Care Program (HACC)

The Home and Community Care (HACC) program provides community care services to frail aged and younger people with disabilities, and their carers. HACC supports people who are experiencing difficulties in managing daily tasks and wish to live independently for as long as possible and avoid premature admission to residential care.

The HACC program provides practical support service including:

- Assisting with personal care,
- Cleaning,
- Shopping and activities such as day outings, group meals, and social activities.
- Property Maintenance
- Assessments
- Domestic Assistance
- Respite
- Planned Activity Group outings
- Allied Health
- Meals on Wheels
- Volunteer Coordination

Our Service catchment area includes clients living in Warrnambool and outlying areas of South West Victoria.

This year we continued to work on devising and setting Care Plans with our clients. Care Plans provide for clients to jointly have input with a HACC team member in setting the plan. We ensure that each Care Plan promotes and integrates the principle of the Active Service Model (ASM). We also ensure that Care plans have agreed goals as set and identified by the client. This focuses on building the clients skills and abilities to increase independence and all in all ensuring that the client takes joint ownership of the plan. This initiative assists our Service users to identify any goals they may wish to achieve, and to make plans about how to achieve those goals.

What is Active Service Model??

The Active Service Model is a Victorian government initiative based on the premise that the Home and Community Care program should, where-ever possible, assist clients to improve their capacity to enable them to live independently at home for as long as possible.

The Victorian HACC Active Service Model is a quality improvement initiative that focuses on promoting capacity building and restorative care in community care service delivery.

The Victorian HACC Active Service Model is based on the premise that all clients have the potential to make gains in their wellbeing and that Home and Community Care services can improve their capacity to make gains. The approach is to strengthen good practice and build capability among service providers.

The goal of the Active Service Model is to assist people in the HACC target group to live in the community as independently and autonomously as possible. In this context, independence refers to the capacity of people to manage the day to day activities of their daily life. Autonomy refers to making decisions about one's life. Not all HACC clients will be able to live in the community without some form of assistance, but the goal of this initiative is to ensure that clients are able to gain the greatest level of independence they can possibly achieve, and equally, that they can be as actively involved in making decisions about their life as they can be – such as the type of services they receive and the goals they wish to achieve.

The *“Men's Shed”* funded by the HACC program met every Friday fortnight during the reporting period and undertook various projects throughout the year such as:

- Making wooden artefacts as painting canvases for the Gunditjmara Cooperative children's playgroup to paint on.
- We make a large wooden whale as the request of the Port Fairy Consolidated School
- Participants of the Men's Shed have also made Aboriginal Artefact's, assembled wooden cupboards and created a stand to display for our *“Possum Skin Cloak”* etc.

Our HACC staff attended the following professional development training and various workshops throughout the year including:

- “Koori Aged Care and Disability Advisory Committee” (KADNAC) training on “Report Writing”
- “Active Service Model”, “Funded Agency Channel and Diversity” Training in Ballarat.
- “Service Coordination Workshop” at Port Fairy.
- “Infection Control” Training.
- “Professional Boundaries” Training.
- “Cultural Awareness” Training Day at Winda-Mara.in Heywood
- “Home and Community Care Conference” in Geelong.
- All Gunditjmara Staff attended an “Elder Abuse” Workshop presented by Gary Ferguson from Seniors Rights Victoria and Wendy Jones who is the “Elder Abuse” Project worker for Primary Care Partnership in Warrnambool.
- HACC staff assisted the Gunditjmara Aboriginal Cooperative 30th Anniversary Committee to organize our 30th Anniversary Ball.
- Two Aboriginal HACC staff completed traineeships in Certificate III in Home and Community Care/Aged Care/Disability.

- The Victorian Committee for Aboriginal Aged Care and Disability (VCAACD)
- Gunditjmara staff and our Aged Care and Disabilities Manager regularly attended Koori Aged Care and Disability Network Advisory Committee (KADNAC) meetings, of which our Aged Care and Disabilities Manager is the current Chairperson.
- Assisted and supported fortnightly Community Luncheon Day's for all members of the Aboriginal community to gather, have a meal and socialize This fortnightly event is an ideal forum for external Guest Speakers to provide valuable information sessions relating to their services, events and activities which are on offer and would be beneficial for our community
- We presented, to Karingal, an information session for HACC trainees about Gunditjmara's Home and Community Care Program and the services we provide.
- Gunditjmara staff worked, in collaboration with the Warrnambool City Council on a project called "Working with Memory Loss," in relation to Dementia services and issues surrounding *the disease*. An Information booklet has been produced *as a result* and provides valuable advice and assistance for the consumer in regards to these issues.

Key achievements in 2011-12 through the HACC Program include:

- Achieved Full HACC accreditation
 - CACPS manager and Aged Care & Disabilities Manager attended Aboriginal Community Elders Service (ACES) in Melbourne share resources and find new ways of "doing business"
 - The continuation of our fortnightly "Planned Activity Group" which is well supported with up to 15 -20 participants in attendance
 - The Planned Activity events that were held for the 2011-2012 period were:
- The Presentation of a Play by Aboriginal students from West Warrnambool Primary School titled 'Tiddalik the Frog.' This was an excellent opportunity to bond children with our Elders, and to show our appreciation, we asked Gunditjmara's respected Elder and Life Member, Auntie Maisie Clarke, to present certificates to all the participants.
 - Took a trip to "The Stump," a hotel in Port Fairy, had a counter meal then spent a relaxing afternoon fishing along the Moyne River.
 - Attended the Warrnambool Art Gallery to view a display of local Aboriginal Artefact's which included a "Possum Skin Cloak" belonging to the Gunditjmara Cooperative.
 - Invited Guest Speaker, Mr Geoff Barker from Consumer Affairs Victoria (CAV) to talk about "safety in the home", "what consumers can do about unwanted sales people and strategies for deterring them", "information on telemarketers" including tactics on how to prevent them..
 - "Diversitat Aged Support" from Geelong assisted our group to produce a booklet titled "Life Stories" It provided the group with a great opportunity to record stories about their early lives. They loved the finished product with each member having the opportunity to purchase a copy or copies if required. These became "family treasured keepsakes".
 - Our weekly "Planned Activity Art Group" is still going strong after 12 years with our 'special' Art teacher Armour Beardsley.

- HACC staff across the region, combined and worked with other Regional Aboriginal HACC agencies to attend the following professional development training: “Koori Aged Care and Disability Advisory Committee” (KADNAC) training on “Report Writing”, “Active Service Model”, “Funded Agency Channel and Diversity” training in Ballarat. This has proven to be very educational and valuable for all participants.

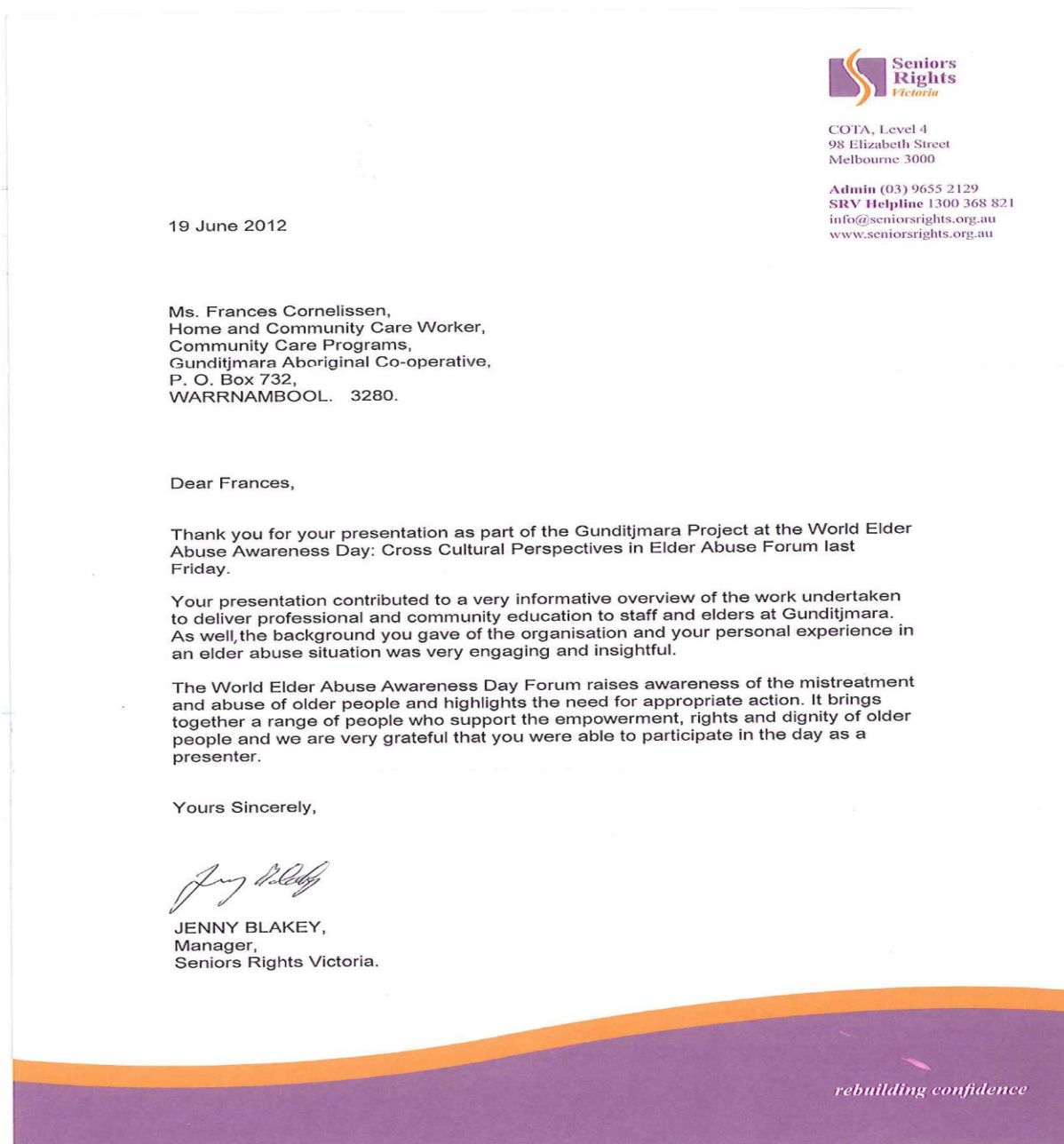
HACC staff during the reporting period attended various training/professional development and workshops including:

- “Service Coordination Workshop” in Port Fairy.
 - “Infection Control” Training.
 - “Professional Boundaries” Training.
 - “Cultural Awareness” Training Day at Winda-Mara.in Heywood
 - HACC staff attended a “Home and Community Care Conference” in Geelong.
 - All Gunditjmara Staff attended an “Elder Abuse” Workshop presented by Gary Ferguson from Seniors Rights Victoria and Wendy Jones who is the “Elder Abuse” Project worker for Primary Care Partnership in Warrnambool.
 - The Victorian Committee for Aboriginal Aged Care and Disability (VCAACD)
 - Gunditjmara staff and our Aged Care and Disabilities Manager regularly attended Koori Aged Care and Disability Network Advisory Committee (KADNAC) meetings, of which our Aged Care and Disabilities Manager is the current Chairperson
 - Assisted and supported fortnightly Community Luncheon Day’s for all members of the Aboriginal community to gather, have a meal and socialize This fortnightly event is an ideal forum for external Guest Speakers to provide valuable information sessions relating to their services, events and activities which are on offer and would be beneficial for our community
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- HACC staff assisted the Gunditjmara Aboriginal Cooperative 30th Anniversary Committee to organize our 30th Anniversary Ball.
 - Two Aboriginal HACC staff completed traineeships in Certificate III in Home and Community Care/Aged Care/Disability.
 - Gunditjmara Home & Care Employee Frances Cornelissen who has worked at Gunditjmara Aboriginal Cooperative for the past eight years. Frances received an invitation from Gary Ferguson from “Seniors Rights Victoria” and Wendy Jones, Project Worker for “Primary Care Partnership” in Warrnambool to speak at the “World Elder Abuse Awareness Day” conference in Melbourne on 15 June 2012. This provided her with an opportunity to speak

on her extensive experience and provide a “Cross Cultural” perspective on Elder Abuse. Frances expressed later it was an honour for her to be invited and given the opportunity to present in front of over 140 people and represent the organization. Topics that Frances spoke on were:

- ❖ Raising awareness in the Indigenous community about “Elder Abuse” and its definitions
- ❖ Having “Elder Abuse” protocols and policies in place.
- ❖ “Elder Abuse” Awareness for our local community signs to look out for.

Below is a copy of a letter Francis Cornelissen received from Seniors Rights Victoria after delivering her presentation at the “World Elder Abuse Day”



Community Aged Care Package and Linkages Program

The Community Aged Care Package (CACPS) and Linkages Program is aimed at frail older people and people with disabilities living in the community who need extra support because of their complex needs. CACPS assists people to live independently in their own homes.

In 2011-12 Gunditjmara provided CACPS support to 16 individuals. A further four people remain on our waiting list for when additional packages become available.

Key achievements in 2011-12 through the CACPS and Linkages Program include:

- CACPS manager and Aged Care & Disabilities Manager attended Aboriginal Community Elders Service (ACES) in Melbourne share resources and find new ways of “doing business”
- We have worked closely with the Lyndoch Community Options Support worker and their Allied health department to establish strong working relationships.
- We have worked with and strengthened connections with the Aboriginal Liaison Officer and the Aboriginal Health Unit at South West Health Care which incorporates our joint partnership program *Peeneeyt Ngootyoong Marr (Strong Families Project)* - These relationships have been very beneficial for our clients, especially those admitted to South West Healthcare. These teams have assisted us in the “*Care and Discharge planning*” of many community members.
- We have managed to achieve positive outcomes for our Service users and have been able to assist our clients to live independently in their homes which is the aim of the program ie: undertaking computer courses, recording the “*Life Stories*” book outlining our Elders personal stories, attending Cultural and community events and modifying homes and providing aides and equipment for independent living, just to name a few.
- We have recently completed the second round of “*Care Plan Reviews*,” and we are pleased to report that, although, not all goals were met in the last 12 months, a majority of clients have made significant progress towards achieving the positive outcomes and personal goals they have set for themselves.

Child Youth and Family Services Divisional reports:

Aboriginal Family Decision Making Program (AFDM)

The primary purpose of AFDM program is to provide for the protection of Aboriginal children and young people through the involvement of family, culturally relevant practice and the promotion of community connections and recognizes that Aboriginal families include extended family and community members.

AFDM is a process that enhances but does not replace the family’s roles and abilities in developing their own decisions about their children in their own unique way. The commitment of families and

individuals to AFDM will stem from having an active role in identifying concerns, solutions and responsibilities in achieving safety for the child.

The Program recognises that the families are often the best resource to develop a protection plan that ensures the safety of the child. Therefore, the Program aims to provide decision-making support and assistance not to replace but to enhance the family's role and abilities. Importantly the Program acknowledges and incorporates cultural decision-making processes that include extended family and community members who are significant in the care and protection of Aboriginal children

The AFDM program recognizes, seeks and takes into consideration the views of young people who are clients of Child Protection and seeks to actively encourage the child or young person to be involved in the decision making process also. The AFDM process focuses on the strengths of all members of the family and does not intend to exclude or isolate family members.

Integrated Family Services

The Integrated Family Services Program is a voluntary service that supports Aboriginal families that have issues impacting on caring for their children. The IFS program was established to support vulnerable families to reduce reports to child protection by increasing community supports for families.

The IFS Program aims to promote the safety, stability and development of vulnerable Aboriginal children, young people and their families and to build capacity and resilience for the children, their families and their community. The IFS program applies the Best Interest and Family Services principles to achieve improved parenting, strengthened relationships, positive development for children and young people and improved social connectedness and life skills. IFS work collaboratively with Child Protection and The Child First Alliance to develop effective diversionary responses aiming to prevent families from progressing into the statutory child protection system. Our work this year involved regular weekly attendance a 'Allocations' meetings and participation in the Child and Family Service Alliance – a partnership involving Child Protection, Department of Human Services, Family Services and Gunditjmara Aboriginal Cooperative.

Koori Youth Justice Program 2012

Funded by the Department of Human Services The Koori Youth Justice (KYJ) Program was developed in 1992 in response to the findings of the *Royal Commission into Aboriginal Deaths in Custody* (April 1991)

The aims of the Koori Youth Justice (KYJ) Program is to:

- Maximize the appropriate diversion of the young people charged with an offence away from the formal criminal justice system.
- Minimize the progression of young people into the youth justice system and adult correctional system.
- Minimize the likelihood of re-offending by young people who enter the youth justice system, and maximize their chances of rehabilitation.
- Engender public support for the confidence in the youth justice program, by balancing community and security needs with programs that address the development needs of young people.

The Gunditjmara KYJ Program continues to work toward the above aims by:

- Continually visiting schools in and around the district.
- Sourcing funding for our youth group and “one-offs” events.
- Support of “non statutory” clients as much as our statutory clients.
- Encouraging our youth to engage in sports.
- Make our youth group well known to the community.
- Attend network meetings to see what is available for our youth.

Key achievements in 2011-12 through the KYJ Program include:

- 2012 saw the Koori Youth program expand the number of clients in to the program. From a statutory point of view, our numbers have risen from 6 to 14. That is a substantial jump where one might question why the big leap in numbers? Part of the reason is some of the young people we deal with might come in from out of town where they have been put on an order say in Mildura and then move down here where we then would have to supervise that order and that order would be counted towards our books. Another reason might be, we would have a young person who is over the age of the koori youth justice program but since his/her offending happened when they were of age they would still be considered to be a Juvenile Justice client and this has also happened hence the increase in our stat clientele. The cases like these are what caused our numbers to go up, but by the end of this year we expect our number to dwindle as a few young people are finishing up their orders and with kids moving back to their respective cities or towns which will be fantastic.
- This year has been one of the best years we ever had in terms of the participation we have had. The level of participation has been nothing short of fantastic. We have averaged 17-24 young people per gathering in our Marr-Ang youth group. Our youth group numbers has expanded and with the community and Co-workers support, our group will continue to expand and be received and perceived by the wider community as good kids. During all of the outdoor events we had this year, we have never gotten a bad report back from a proprietor or community member saying they don’t want us back at their place of business which is also a credit to our kids and their parents as to the kind of behaviour our kids are showing when we head out into the community for our outdoor events. Hopefully this continues and with the help of **Nichole Walker** and **Brett Clarke** I think our youth group will continue to strive and be well received throughout the community.
- This year we had a young girl from Warrnambool that started to play basketball this year in the Port Fairy Basketball Association. This young girl was not the most skilful, in fact, I would go as far to say she couldn’t play the game at all through no fault of her own having never played before. The thing that’s good is she didn’t let that stop her from continually coming over and having a go so that she could improve so that she could at least enjoy her time while she was playing. A couple of months have passed and now this young girl has improved so much that she is now a part of the u14 Port Fairy Pacers. When she was presented with her training gear and uniforms she was extremely excited to see that her hard work has paid off.

The Port Fairy Pacers are a team/association which travels across Victoria and South Australia playing in different basketball tournaments. This young girl has worked really hard to become a part of this team and the sky is the limit on how far she could take her basketball.

Well Done Louise Kean-Morris!

Regional Indigenous Family Violence Program

The Regional Indigenous Family Violence Program provides Advocacy, advice and Support to women and children in the Portland, Heywood, Hamilton, Framlingham and Warrnambool areas whom are “at risk” of or experienced forms of family violence.

The objective of the Regional Family Violence Program is to:

- To assist women to make informed choices about their circumstances for themselves and their children and to protect their safety
- Ensure access and advocacy for Service user to relevant services.

Key achievements in 2011-12 through the Regional Indigenous Family violence Program include:

- Commenced Swinburne Course for Certificate IV in “*Aboriginal Family Violence and Sexual Assault*”
- Assisted/advocated for many women and children to access Crisis support and Court Support, to acquire permanent housing as well as liaising with solicitors, doctors, schools, and counsellors.
- Participated in the Indigenous Family Violence and Sexual Assault Awareness Campaign: “*Breaking the Silence*” television commercials that were proudly supported by the Barwon Southwest Indigenous Family Violence Regional Action Group and Victoria Police.
- Co-facilitated the “*Peeneeyt Ngarrakeetoon Woorn*” (Strong Family Camp), held in April 2012 at Torquay.
- Participated in many meetings that were relevant to the Family Violence Program
- Attended the Occupational Health and Safety (OHS) Five Day Training.
- Participated as a committee member on the Gunditjmara 30th Anniversary Committee
- Attended numerous workshops that complement the Regional Family Violence role
- Transported community members and attended “*Lake Condah*” gathering
- Strengthened Networks throughout Regional Victoria and other states of Australia.
- Worked closely to facilitate support for women and children with many agencies who play an integral part in the support of our clients.

Corporate Services Divisional Program Reports

Gunditjmara Aboriginal Cooperative Housing & Property Program

The primary objective of Gunditjmara's Housing and property program is to provide sustainable and affordable housing to the local Indigenous community. A secondary duty to the role but equally important is to maintain the business premises and capital of the Co-operative. The portfolio of cooperative properties that the Housing and Property Manager oversees are Harris Street Reserve, Banyan Street, Koroit Street and 6 Kinross Court.

Affordable housing in South West Victoria is invariably in high demand and where we are unable to meet the housing needs of our members we work to improve access to existing housing in the Warrnambool area through Local Government housing programs, the Department of Human Services and through Aboriginal Housing Victoria.

During the reporting period Gunditjmara Aboriginal Cooperative Housing & Property Program commenced the journey of accreditation for the housing program having entered the second round of pre-accreditation assessments.

As part of the pre-accreditation process the program was required to successfully complete accreditation in order to become a recognised Indigenous Community Housing Organisation (ICHO).

In going down the path of the accreditation process we believe this offers the best opportunities for the Co-operative and its members.

Under the accreditation process there are many standards that Gunditjmara will have to meet. This is similar to other accreditation processes such as our medical clinic accreditation against the RACGP standards for example. With the assistance of the Gunditjmara Aboriginal Co-operative Quality Assurance Officer, in the coming year we look forward to and anticipate successfully attaining full accreditation.

In addition to co-ordinating all repairs and maintenance across our facilities, working on the accreditation of our Housing Program has been a large part of the work undertaken by the Housing and Property Manager throughout 2011-12.

This will go a long way towards establishing Gunditjmara as an Indigenous Community Housing Organisation in its own right.

Key achievements in 2011-12 through the Gunditjmara Housing and Property Program include:

- Commenced Housing Accreditation with Global Mark.
- Maintained Gunditjmara properties to required standards
- Assisted many clients with completing Housing applications for DHS and Aboriginal Housing.

GUNDITJMARA ABORIGINAL CO-OPERATIVE LIMITED

DIRECTOR'S REPORT

Your Directors present their report on the Co-Operative for the financial year ended 30 June, 2012.

The names of the Directors in office at any time during the year or since the end of the year are:

Marcus Clarke	Bernice Clarke
Jarrold Clarke	Justin Wilkens (resigned 26 November 2011)
Tania Jones (resigned 26 November 2011)	Allan Miller
Tanya DeBono	Ken Brown
Lowell Hunter (resigned 26 November 2011)	Joe Chatfield (appointed 26 November 2011)
Caleb Clarke (appointed 26 November 2011)	Dion Clarke (appointed 26 November 2011)

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

The principal activity of the Co-operative in the course of the period under review, has been to assist the social development of Aboriginals in and around Warrnambool. There were no significant changes in the nature of this activity during the financial year ended 30th June, 2012.

The net amount of the deficit carried forward for the continuation of the Co-Operative's programs for the financial year was \$(99,291) (2011 - \$(257,842)). No amounts were transferred to or from reserves and provisions during the period other than those disclosed in the accounts.

No matters or circumstances have arisen since the end of the financial year, which significantly affected or may significantly affect the operations of the Co-operative, the results of those operations, or the state of affairs of the Co-operative in future financial years.

Likely developments in the operations of the Co-operative and the expected results of those operations in future financial years have not been included in this report as the inclusion of such information is likely to result in unreasonable prejudice to the Co-operative.

The Co-operative's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

No dividends have been paid or declared since the start of the financial year.


No options over issued shares or interest in the Co-operative were granted during or since the end of the financial year and there were not options outstanding at the date of this report.

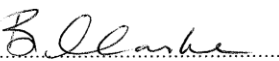
No indemnities have been given or insurance premiums paid, during or since the end of the financial year, for any person who is or has been an officer or auditor of the Co-operative.

No person has applied for leave of Court to bring proceedings on behalf of the Co-Operative or intervene in any proceedings to which the Co-operative is a party for the purpose of taking responsibility on behalf of the Co-operative for all or any part of those proceedings.

The Co-Operative was not a party to any such proceedings during the year.

Signed in accordance with a resolution of the Board of Directors:


..... Director
Allan Miller


..... Director
Bernice Clarke

Dated this day of November, 2012.

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
INCOME			
Recurrent Funding		1,924,567	1,992,991
Sundry and Non Recurrent Grants		289,759	140,262
Interest		96,685	48,846
Refunds		484,305	481,282
Rental & Equipment Hire		118,275	99,835
Insurance Recovery		5,365	238,560
Administration and Service Income		1,567	6,483
Donations		-	1,520
Profit on Sale of Non- Current Assets		-	11,956
		2,920,523	3,021,735
EXPENDITURE			
Administration Costs		4,900	7,203
Advertising		4,864	7,017
Annual Leave (Movement in Provision)		11,014	12,137
Asset Write Off		-	207,157
Bad and Doubtful Debts		-	10,292
Bank Charges		1,782	1,426
Board Costs		14,116	5,863
Catering/Meals		23,538	18,541
Cleaning		34,726	33,843
Electricity & Gas		21,965	19,375
Hire of Venue		3,973	2,943
Insurance		-	45,629
Long Service Leave (Movement in Provision)		31,046	11,367
Memberships		7,152	6,178
Motor Vehicle Costs		75,258	62,209
Postage		4,484	3,991
Printing & Stationery		32,527	24,393
Professional Costs		47,721	121,642
Program Costs		207,610	213,741
Rent & Rates		103,068	108,257
Repairs & Maintenance		24,156	48,829
Sundry Staff Costs		18,971	25,368
Superannuation		126,709	132,365
Telephone		46,870	60,340
Training		24,442	26,838
Travel Expenses		33,331	30,381
Wages		1,835,068	1,713,899
Workcover		69,144	82,011
		2,808,435	3,043,235
SURPLUS/(DEFICIENCY) FOR THE YEAR PRIOR TO DEPRECIATION		112,088	(21,500)
Depreciation		211,379	236,342
SURPLUS/(DEFICIENCY) FOR THE YEAR		(99,291)	(257,842)

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

**STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2012 (cont.)**

TOTAL COMPREHENSIVE INCOME FOR THE YEAR	<u>(99,291)</u>	<u>(257,842)</u>
LOSS ATTRIBUTABLE TO MEMBERS	<u>(99,291)</u>	<u>(257,842)</u>
TOTAL COMPREHENSIVE INCOME ATTRIBUTABLE TO MEMBERS	<u>(99,291)</u>	<u>(257,842)</u>

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2012

	Notes	2012 \$	2011 \$
CURRENT ASSETS			
Cash and Cash Equivalents	2	1,505,660	1,420,411
Trade and Other Receivables	3	82,054	130,158
Other Assets	4	5,299	2,408
		<u>1,593,013</u>	<u>1,552,977</u>
NON CURRENT ASSETS			
Property, Plant and Equipment	5	<u>5,069,661</u>	<u>5,092,468</u>
TOTAL ASSETS		<u>6,662,674</u>	<u>6,645,445</u>
CURRENT LIABILITIES			
Trade and Other Payables	6	742,631	657,157
Employee Provisions	7	<u>68,855</u>	<u>33,010</u>
		811,486	690,167
NON CURRENT LIABILITIES			
Employee Provisions	7	<u>12,245</u>	<u>17,044</u>
		12,245	17,044
TOTAL LIABILITIES		<u>823,731</u>	<u>707,211</u>
NET ASSETS		<u>5,838,943</u>	<u>5,938,234</u>
EQUITY			
Members Capital		158	158
Asset Revaluation Reserve		1,323,927	1,323,927
Reserves		1,392,853	1,392,853
Retained Earnings		<u>3,122,005</u>	<u>3,221,296</u>
TOTAL EQUITY		<u>5,838,943</u>	<u>5,938,234</u>

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2012**

Notes	Retained Earnings \$	Members Capital \$	Asset Revaluation Reserve \$	Reserves \$	Total \$
Balance at 1 July 2010	3,479,138	158	1,323,927	1,392,853	6,196,076
Loss attributable	(257,842)	-	-	-	(257,842)
Total other comprehensive income for the year	-	-	-	-	-
Balance at 30 June 2011	<u>3,221,296</u>	<u>158</u>	<u>1,323,927</u>	<u>1,392,853</u>	<u>5,938,234</u>
Loss attributable	(99,291)	-	-	-	(99,291)
Total other comprehensive income for the year	-	-	-	-	-
Balance at 30 June 2012	<u>3,122,005</u>	<u>158</u>	<u>1,323,927</u>	<u>1,392,853</u>	<u>5,838,943</u>

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2012

	Notes	2012 \$	2011 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from funding and operational sources		2,869,051	2,960,565
Interest received		96,685	48,846
Payments to suppliers		(887,893)	(1,293,241)
Payments to employees		<u>(1,804,022)</u>	<u>(1,702,532)</u>
Net cash generated from operating activities	14	<u>273,821</u>	<u>13,638</u>
CASH FLOW FROM INVESTING ACTIVITIES			
Payment for Purchase of Property, Plant & Equipment		<u>(188,572)</u>	<u>93,152</u>
Net cash used in Investing Activities		<u>(188,572)</u>	<u>93,152</u>
Net Increase/(Decrease) in cash held		85,249	106,790
Cash at the beginning of the financial year		1,420,411	1,313,621
Cash at the end of the financial year	2	<u><u>1,505,660</u></u>	<u><u>1,420,411</u></u>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE, 2012**

NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The financial report is a special purpose financial report prepared to satisfy the financial reporting preparations requirements of the Co-Operative Act (1996). The Directors have determined that the Co-Operative is not a reporting entity.

Reporting Basis and Conventions

The Directors have prepared the financial statements on the basis that the Co-Operative is a non-reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statement that have been prepared in order to meet the requirements of the *Co-Operatives Act 1996*.

The financial statements have been prepared in accordance with mandatory Australian Accounting Standards applicable to entities reporting under the *Co-Operatives Act 1996* and the significant accounting policies disclosed below, which the Directors have determined are appropriate to meet the needs of members. Such accounting policies are consistent with the previous year unless stated otherwise.

The financial report has been prepared on an accrual basis and is based on historical costs unless otherwise stated in the notes. The material accounting policies adopted in preparation of these states are as follows:

Accounting Policies

(a) Income Tax

The Co-operative is exempt from Income Tax under the Australian Income Tax Assessment Act (1997), Section 50-10.

(b) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Freehold land and buildings are measured at their fair value based on periodic, but at least triennial, valuations by external independent valuer, less subsequent depreciation for buildings. Increases in the carrying amount arising on revaluation of land and buildings are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are charged against fair value reserves directly in equity, all other decreases are charge t the statement of comprehensive income.

The carrying amount of plant and equipment is reviewed annually by Directors to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows, which will be received from the assets employment and subsequent disposal. The expected net cash flows have not been discounted to present values in determining recoverable amount.

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, are depreciated over their useful lives commencing from the time the asset is held ready for use. Properties held for investment purposes are not subject to a depreciation charge. Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

(c) Employee Benefits

Provision is made in respect of the Co-operative's liability arising from services rendered by employees to balance date. Employee benefits that are expected to be settled within one year have been measured at the amount expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable alter than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

Contributions are made by the Co-operative to an employee superannuation fund and are charged as expenses when incurred. The co-operative is not legally obligated to contribute greater than the 9% superannuation guarantee levy. The co-operative has no legal obligation to provide benefits to employees on retirement.

(d) Cash and Cash Equivalents

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH JUNE, 2012**

NOTE 1: STATEMENT OF ACCOUNTING POLICIES (cont.)

(e) Impairment of Assets

At each reporting date, the Co-Operative reviews the carrying values of its assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value-in-use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the Statement of Comprehensive Income.

(f) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership that are transferred to entities are classified as finance leases. Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction in the lease liability and the lease interest expenses for the period. Leased assets are depreciated on a straight-line basis over the shorter of their estimated useful lives or the lease term.

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

(g) Revenue

Revenue from the sale of goods or rendering of services is recognised upon delivery of goods or service to the customer. Grant revenue is recognised in income when it is controlled. When there are conditions attached to grant revenue relating to the use of those grants for specific purposes it is recognised in the balance sheet as a liability until such conditions are met or services provided. Donations and bequest are recognised as revenue when received unless they are designated for a specific purpose, where they are carried forward as prepaid income on the balance sheet.

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

(h) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office. Receivables and payables in the balance sheet are shown GST inclusive.

(i) Comparative Figures

Where required by Accounting Standards comparative figures have been adjusted to conform with changes in presentation for the current financial year

(j) Critical Accounting Estimates and Judgments

The directors evaluate estimates and judgments incorporated into the financial report based on historical knowledge and best available current information.

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

	2012	2011
	\$	\$
2. Cash and Cash Equivalents		
Current:		
Cash on hand	1,029	1,066
Cash at bank	1,504,631	1,419,345
	<u>1,505,660</u>	<u>1,420,411</u>
Reconciliation of Cash:		
Cash and cash equivalents	<u>1,505,660</u>	<u>1,420,411</u>
3. Trade and Other Receivables		
Current:		
Trade Debtors	81,920	139,653
Less: Provision for Impairment	(9,495)	(9,495)
	<u>72,425</u>	<u>130,158</u>
Other	9,629	-
	<u>82,054</u>	<u>130,158</u>
4. Other Assets		
Current:		
Prepayments	2,639	2,408
Other	2,660	-
	<u>5,299</u>	<u>2,408</u>

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

	2012	2011
	\$	\$
5. Property, Plant and Equipment		
Land & Buildings (Directors Valuation 2011)	4,602,807	4,602,807
Less: Accumulated Depreciation	<u>(151,081)</u>	<u>(75,457)</u>
	<u>4,451,726</u>	<u>4,527,350</u>
 Harris Street and Health Building (at cost)	 5(a) -	 -
Less: Accumulated Depreciation	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
 Plant & Equipment (at cost)	 315,200	 274,154
Less: Accumulated Depreciation	<u>(146,191)</u>	<u>(114,308)</u>
	<u>169,009</u>	<u>159,846</u>
 Motor Vehicles (at cost)	 527,066	 487,651
Less Accumulated Depreciation	<u>(330,931)</u>	<u>(271,795)</u>
	<u>196,135</u>	<u>215,856</u>
 Office Furniture and Equipment (at cost)	 536,050	 509,926
Less Accumulated Depreciation	<u>(365,246)</u>	<u>(320,510)</u>
	<u>170,804</u>	<u>189,416</u>
 WIP - Harris Street	 <u>81,987</u>	 <u>-</u>
 Total Property, Plant and Equipment	 <u>5,069,661</u>	 <u>5,092,468</u>

Note 5(a) - Harris Street Building and accompanying Health Building were written off in 2011 based on architect advice that the buildings require demolition after the 2010 fire.

6. Trade and Other Payables

Current:

Trade Creditors	143,597	123,693
Sundry Creditors	8,642	6,992
Annual Leave	136,714	125,700
Payroll Liabilities	14,577	26,391
GST Liability	36,103	79,038
Grants Repayable	201,484	-
Grants in Advance (Deferred Expenditure and Auspiced Funds)	<u>201,514</u>	<u>295,343</u>
	<u>742,631</u>	<u>657,157</u>

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

	2012	2011
	\$	\$
7. Employee Provisions		
Current:		
Provision for Long Service Leave	68,855	33,010
Non Current:		
Provision for Long Service Leave	12,245	17,044
	<u>81,100</u>	<u>50,054</u>
8. Reserves		
Statutory Reserves	1,724	1,724
Capital Grants Reserve	1,391,129	1,391,129
	<u>1,392,853</u>	<u>1,392,853</u>
9. Capital and Leasing Commitments		
Operating Lease Commitments (Rent of Office Space)		
Payable - minimum lease payments		
- not later than 12 months	9(a) -	51,549
- between 12 months and 5 years	-	-
	<u>-</u>	<u>51,549</u>

Note 9(a) - Further terms of 2 years * 2 years is available under the lease for Kinross Court Warrnambool. The current lease term ended on 31st March 2012.

10. Contingent Liabilities and Assets

The Director of Housing holds a mortgage over 16-18 McKnight Street Warrnambool Vic 3280.

The Minister for Aboriginal Affairs holds a mortgage (value \$207,000) over 35 Mountain Ash Drive Warrnambool Vic 3280.

The Aboriginal and Torres Strait Islander Commission holds caveats over the following properties:

- * 4 Granter Street Warrnambool Vic 3280
- * 68 Grafton Road Warrnambool Vic 3280
- * 16-18 McKnight Street Warrnambool Vic 3280

Commonwealth of Australia holds caveats over the following properties:

- * 40 Taits Road Warrnambool Vic 3280
- * 3 Banyan Street Warrnambool Vic 3280
- * 1 Dunroe Court Warrnambool Vic 3280

Gunditjmara have been advised (by their architect) that the buildings on the Harris street reserve requires demolition before a new premises can be rebuilt, and cost for demolition at this stage are not quantifiable.

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

11. Events After the Balance Date.

The Directors are not aware of any events which have occurred subsequent to balance date which would materially effect the financial statements at 30th June, 2012.

12. Directors' Remuneration

Income received or due and receivable by all Directors of the Co-Operative from the Co-Operative and any related Bodies:

Number of Co-Operative Directors whose income or fees derived as a result of their directorship of the Co-Operative or any related bodies corporate was within the following bands

	2012	2011
	No.	No.
\$0 - \$9,999	0	0

The names of Directors who have held office during the financial year are:

Jarrold Clarke	Justin Wilkens
Allan Miller	Joe Chatfield
Tania Jones	Caleb Clarke
Tanya Debono	Dion Clarke
Lowell Hunter	
Bernice Clarke	

Marcus Clarke and Jarrod Clarke are current employees of Gunditjmara and receive a salary for their positions as Chief Executive Officer and Housing Officer respectively.

13. Related Party Transactions

The entity did not enter into any contracts with related parties apart from rental agreements for housing being made to family members of Directors, Bernice Clarke and Tania Jones . Allan Miller, a Director of the Co-operative also rents a property. Rental charged during the year was at less than market value.

GUNDITJMARA ABORIGINAL CO-OPERATIVE LTD

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2012

14. Cash Flow Information	2012	2011
	\$	\$
Reconciliation of Cash Flow from Operations with Profit		
Profit from ordinary activities after income tax	112,088	(257,842)
Non-cash flows in profit:		
Depreciation	211,379	236,342
Net (loss)/gain on sale of assets	-	11,956
Changes in assets and liabilities:		
(Increase)/Decrease in Receivables	45,213	(24,280)
Increase/(Decrease) in Payables	85,474	36,095
Increase/(Decrease) in Provisions	31,046	11,367
Cash flows provided by operating activities	485,200	13,638

15. Entity Details

The registered office and principal place of business is Harris Street Reserve, Warrnambool Vic 3280

GUNDITJMARA ABORIGINAL CO-OPERATIVE LIMITED

DIRECTOR'S DECLARATION

In accordance with a resolution of the Directors of Gunditjmara Aboriginal Co-Operative Limited we declare that in the opinion of the Directors:

1. The financial statements and notes are in accordance with the Co-Operative Act 1996, and:
 - (a) comply with Accounting Standards as described in note 1 to the financial statements in accordance with the Co-Operatives Act 1996; and
 - (b) give a true and fair view of the Co-Operatives financial position as at 30 June 2012 and of its performance for the year ended on that date in accordance with accounting policies described in note 1 to the financial statements.
2. In the Directors opinion there are reasonable grounds to believe that the Co-Operative will be able to pay its debts as and when they become due and payable


.....Director
Allan Miller


.....Director
Bernice Clarke

DATED the November, 2012.

Warrnambool
257 Timor Street
P.O. Box 217
Warrnambool VIC 3280
Tel: 03 5564 0555
Fax: 03 5564 0500
Ausdoc DX: 28026

Camperdown
142 Manifold Street
Camperdown VIC 3260
Tel: 03 5593 1333

Mount Gambier
3 Penola Road
Mount Gambier SA 5290
Tel: 08 8724 0399

Hamilton
35 Gray Street
Hamilton VIC 3300
Tel: 03 5551 3111

Casterton
25 Henty Street
Casterton VIC 3311
Tel: 03 5581 1000

Cobden
17 Curdie Street
Cobden VIC 3266
Tel: 03 5595 1954

Colac
206 Murray Street
Colac VIC 3250
Tel: 03 5231 1527

Heywood
67 Edgar Street
Heywood VIC 3304
Tel: 03 5527 1394

Mortlake
108 Dunlop Street
Mortlake VIC 3272
Tel: 03 5599 2244

Port Fairy
62 Sackville Street
Port Fairy VIC 3284
Tel: 03 5568 2823

Terang
84 High Street
Terang VIC 3264
Tel: 03 5592 2020

Timboon
6 Main Street
Timboon VIC 3268
Tel: 03 5598 3466

INDEPENDENT AUDIT REPORT TO THE MEMBERS OF GUNDITJMARA ABORIGINAL CO-OPERATIVE LIMITED

Scope

We have Audited the accompanying financial report, being a special purpose financial report of Gunditjmara Aboriginal Co-Operative Limited, which comprises the Statement of Financial Position as at 30 June 2012, and the Statement of Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, a summary of significant accounting policies, other explanatory notes and the Directors' Declaration.

The Responsibility of the Director's for the Financial Report

The Directors of the Co-Operative are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the requirements of the Co-Operatives Act 1996 and are appropriate to meet the needs of the members. The Directors' responsibility also includes such internal controls as the Director determines as necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

Audit Responsibility

Our responsibility is to express an opinion on the financial report based on our Audit. We conducted our Audit in accordance with Australian Auditing Standards. Those Auditing Standards require that we comply with relevant ethical requirements relating to Audit engagements and plan and perform the Audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

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

Independence

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

Audit Opinion

In our opinion, the financial report of Gunditjmara Aboriginal Co-Operative is in accordance with the Co-Operatives Act 1996, including:

- a. giving a true and fair view of the Co-Operative's financial position as at 30th June, 2012 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1; and
- b. complying with Australian Accounting Standards to the extent as described in Note 1, and complying with the Co-Operatives Act 1996.


Felicity Melican
Partner
SINCLAIR WILSON

Dated this 16th November, 2012

257 Timor Street
Warrnambool VIC 3280



GUNDITJMARA ABORIGINAL COOPERATIVE LIMITED

Head office

PO Box 732
6 Kinross Court
Warrnambool, Victoria, 3280
Phone: (03) 5559 1234
Toll Free: 1800 629 729 (Vic only)
Fax: (03) 5561 0392
Email: admin@gunditjmara.org.au
Web Site: www.gunditjmara.org.au

Health Services

PO Box 732
3 Banyan Street
Warrnambool, Victoria, 3280
Phone: (03) 5564 3344
Toll Free: 1800 629 729 (Vic only)
Fax: (03) 5562 1452
Email: admin@gunditjmara.org.au
Web Site: www.gunditjmara.org.au

