



“Building a sustainable community of learning, enjoyment and support for people with an intellectual disability.”

# *Learning, Friendship and Support*



## **Annual Report 2016 - 2017**

MINIMBAH CHALLENGE INC.  
ABN: 11 850 625 970 | CFN: 21669



# Annual Report 2016/17

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Front Cover: "All the World's a Stage" Drama Presentation Nov 2016 Chatswood Concourse Theatre

## ABOUT MINIMBAH

### *A Community of Learning, Friendship and Support*

Minimbah was opened 34 years ago by the members of the Epping Branch of the Challenge Foundation. This group previously operated the Karonga Special School. They recognised that there were few appropriate facilities for school leavers with high support needs and went on to establish Minimbah as a purpose built day centre at Marsfield, NSW. Minimbah means "a place of learning".

Minimbah provides support to over one hundred people with complex and profound intellectual disabilities. Minimbah is an Incorporated Association governed by a board of parents and interested individuals from the community. Minimbah is also a registered charity and not for profit ensuring the benefit remains in the communities of families we support.

A dedicated team of over sixty staff, together with volunteers, work with our people, their parents and

carers to deliver supports at the Marsfield centre and in the community.

Minimbah is NDIS registered and has been providing supports under the NDIS since its introduction in the Sydney area from 1 July 2017.

The NDIS enables Minimbah to be available to provide a wide range of supports 365 days a year, 7 days a week at times of your choice.

Whilst Minimbah is not an accommodation provider, we aim to provide support staff directly in to people's homes at times of their choice. Minimbah supports adults during weekdays and weekends as well as providing support for school age children on weekends.

Minimbah is growing both the quality and quantity of our supports to meet the changing needs of our local families and communities.



# PRESIDENT'S REPORT



Last year I reported that 2016 had been one of the most challenging years in the last ten or so for Minimbah, but this was quickly surpassed by 2017 as we managed two significant changes at once; the introduction of the NDIS and our planned renovation project. We had originally planned to complete the renovations the year before the NDIS but the National Disability Insurance Agency and NSW Government brought forward the implementation of the NDIS by twelve months to 1 July 2016 resulting in both major projects occurring simultaneously.

Our CEO, Wayne Newell, the management team and staff have worked diligently to maintain a high standard of care and support in our current day programmes whilst effectively helping our clients and their families negotiate their way through the significant changes resulting from the NDIS. This has not been an easy task and their commitment and dedication to ensuring our programmes continued to be delivered safely and to the required standard during a period of disruption resulting from the renovations, including the temporary relocation of some services off site, is recognised as a significant achievement for which we thank each one.

I am pleased to report on behalf of your board that Minimbah has finished the year in a strong financial position and ready to meet the ongoing challenges of the changing landscape of the NDIS. Minimbah finished the year with a surplus due to good management of costs in a year when the funding model and timing of the receipt of income was constantly changing. We have established a cashflow management model that ensures we receive the income per the new invoicing model before our major expenses are due.

Your Board has been active throughout the year in monitoring the needs of Minimbah in this rapidly changing business environment and I record my thanks for their contribution to ensuring Minimbah continues to have the skills and resources to support people with intellectual disabilities and their families to share fully in the life of the community.

This year we have two directors, Susan Bailey and Sarah McCarthy retiring from the Board and we thank them for their commitment and support over the last three years.

We have nominations for two new directors but will continue to work to recruit another three to build the range of board experience and skills to guide Minimbah through the challenges and changes we will be addressing over the next few years. These roles will be advertised but we will welcome enquiries from anyone who has empathy for people with disabilities and is interested in being a part of a volunteer board that is responsible for the good governance of Minimbah.

Planned capital projects for 2018 will include upgrading of existing bathroom facilities with an additional ceiling hoist and a review of how we manage our fleet of vehicles based on the fee for service model now required by the NDIS.

Our primary activities in 2018 will be the ongoing development of our systems and people to ensure we meet the demands of the NDIS and the changing needs of the people who rely on Minimbah to support them to realise their goals and aspirations, and the completion of a review of the corporate structure required to take Minimbah forward for the next decade and beyond. Our current constitution now no longer fully reflects the way the organisation needs to be governed so a review of the constitution will be our initial task.

We invite each of you to consider the role you may play in helping Minimbah develop the changes to our business model to equip us for the future.

A handwritten signature in black ink, appearing to read 'D Peachey'.

David Peachey  
President



# NDIS—STORIES OF PARENTS AND CARERS

The NDIS has not only had a significant impact on Minimbah, but also on the lives of our people and their families. Whilst there are conferences and industry bodies at which Minimbah, as an organisation, can express its concerns and issues, there is often no real avenue for parents and carers to express the impact, positive and/or negative, on their lives and the lives of their family members.



To assist in the sharing of stories and enabling others of influence to hear them, the Board of Minimbah invited John Alexander MP, Federal Member for Bennelong, to a luncheon with parents and carers at Minimbah.

John had visited Minimbah previously and has been a solid supporter for many years.

Over the two hour luncheon, seven parents and carers shared their stories, good and bad, about the impact of the NDIS, but more importantly also sharing their thoughts on how things could be improved. Richelle Arnott, a director from the NDIA Parramatta office, was also in attendance to hear the experiences and speak personally to parents and carers at the end of the luncheon.

David Peachey, chaired the luncheon, not as President of Minimbah but as the father of Emma, who has been coming to Minimbah for over 15 years.

Key points shared were:

- The lack of effective or often any communication between the NDIA and the participant or nominated person.
- Poor and inconsistent planning interviews and processes which have led to many persons with insufficient funding as compared to previous State Government funding.
- “Reasonable and necessary” needs have not been understood and allowed for in participant plans, failing to recognise basic dignity and time/effort required for bathrooming, particularly at day services—often funded correctly for in-home support but the opposite for day supports.
- Funding for in-home services, etc often increased but at the expense of necessary and previous day supports.

- Management of the NDIS Plans through the Portal is increasingly more complex and does not recognise the needs of those who are elderly and/or have very little computer access or knowledge.
- Highly variable allocation of support co-ordination—inconsistent in whom it is allocated to as well as in the amount of hours available given the complex lives of persons supporting those with profound intellectual disabilities.
- From a policy perspective, issues such as:
  - inadequacy of transportation funding—there was an opportunity for change but old process continued;
  - Unyielding cancellation or no-show policy restricting providers to only eight days of paid funding if a person is unable to provide greater than 24 hours notice of absence - ignores the variable medical needs and influence of group home decisions of participants; and
  - Restriction of day support hours aligned to six hour school system yet parents have to work to support the additional unfunded requirements.
- **OVERALL:** The needs of people with profound and complex intellectual disabilities as a whole have been very poorly understood within a generic NDIS framework. Impacts: increased social isolation; heightened carer anxiety; denial of dignity and respect to people’s personal needs.
- **RECOMMENDATIONS FOR CHANGE:**
  1. Recognise people with previously identified permanent disabilities from birth do not need to re-justify their disability.
  2. Ensure the appropriate level of NDIA staff resources to address people’s needs/NDIA errors with a degree of urgency and courtesy (including development of SLAs).
  3. NDIS Portal to be brought up to standard with user consultation in development.
  4. Review of pricing—particularly capital for day supports and ensuring appropriate funding for personal care, wherever undertaken.

# CEO's REPORT



I don't think I could have asked for a more challenging second year! Yet a year which presented great opportunity along with significant challenges.

This year has revolved around not only improving the variety and quality of our supports but also dealing with two other major "disruptors" - the introduction and implementation of the National Disability Insurance Scheme and delivering the major upgrade to Minimbah's buildings.

Throughout the year I have been amazed at the resilience and persistence of parents, carers and staff in the face of all the obstacles thrown at them. This has been particularly evident through the journey of the NDIS introduction which has been akin to "flying whilst the aircraft is built and redesigned around you". Those "NDIS designs" still continue to evolve and change, presenting many challenges ahead that need to be addressed to ensure the dignity and continuity of vital supports to individuals and families experiencing lifelong need. Whilst the NDIS is a system, the people within it are human people with real lives that need to be valued, understood and enjoyed.

For Minimbah, the inability to undertake significant pre-emptive planning, in such a disruptive environment and where the goal posts constantly shifted, has placed enormous pressure on staff and systems. A complete new suite of administrative processes, systems and policies have had to be worked through and developed on the fly to provide necessary decision making information to a wide range of stakeholders. The complexity in undertaking these changes in a duality of a disruptive environment and maintain quality support and relationships was the challenge for the year—and one that staff and the Board worked through and came out successfully at the other end. Such disruption, however,

does not come without cost and the hours staff have put in to ensure successful client outcomes and relationships has been exceptional and well beyond what could be expected, throughout the entire year.

Our partnerships, formal and informal, with other providers and organisations has also been enormously valued throughout the year—sharing, learning and supporting each other in times of common change. The interaction and sharing with organisations such as Seton Villa, Macquarie Community College, Riverlink, etc. has been highly valued and respected.

Over the course of the year we have also seen a number of changes to Minimbah's staffing structure. These changes have been in response to addressing the changing needs and requirements of moving from a government funded organisation to one that is now predominantly driven by "consumer choice and control". This "new" paradigm, however, only serves to reinforce Minimbah's focus on family and recognising that whilst the NDIS is about the "participant", Minimbah is about recognising our people are part of a family who support them and those families are also a part of Minimbah. The administrative requirements that have become necessary due to the evolution of the NDIA have and will continue to be significantly greater than experienced under State Government funding systems. Staffing changes were focussed initially on developing necessary new administrative systems and processes and then testing and implementing these in to ongoing practice.

Whilst the NDIS may be the "talk of the town", much more lies ahead for Minimbah. We must be careful not to become so absorbed in the change process and related issues that we lose sight of why Minimbah exists, what we want to achieve and



who we are here for. Minimbah, whilst ensuring compliance, must not and will not be solely driven by legislative change. The Board have commenced exploring options that will set future options in place that directly support our core Mission.

Thank you everyone who has supported Minimbah over the year. Your ongoing support and commitment is valued enormously in enabling Minimbah to provide that bit more than what basic funding can provide -

- \* Epping Rotary constructed additional client accessible vegetable/herb garden areas and provided financial support
- \* Epping Model Railway Club financially supported Minimbah through their annual model railway exhibition on the June long weekend
- \* Kings School providing volunteer students
- \* UTS Shopfront program - volunteer final year Design students assisting in promotional material redesign
- \* Seton Villa for providing necessary meeting space during our renovations
- \* Our never tiring client support volunteers who love bushwalking—Sue Craig, John Bishop, Jim Simmons and Peter Palethorpe.

I would also like to express my sincere appreciation to the senior management team and all the staff who have worked through very difficult circumstances and endured compound challenges one does not wish to ever repeat.

We look forward to a year where our people will once again go through similar processes for the NDIA to develop their second year NDIS Plan. With greater awareness we hopefully will see these Plans reflect more accurately the specific and different needs of our people.

Thank you to all the parents and family members that have worked with myself and the staff over the year. Your patience and wisdom has been well received. We look forward, in the spirit of continuous improvement, to incorporating your ideas and opportunities in to the life of Minimbah for the benefit of all.



Wayne Newell  
CEO



# A YEAR OF OPPORTUNITY

Every year brings opportunity. If we give in to seeing them only as challenges and roadblocks—we will never grow and address the unmet needs of our people and the communities they live in. For 2016/17 there were many challenges but they all bring about opportunity. Some of those opportunities will take several years and extreme hard work but they can become a reality to make positive differences in the lives of our people.



- ⇒ Opportunity 1 - Plan for the future. The NDIS is here to stay and so is Minimbah. The NDIS has and continues to bring about significant change - change that can and is being shaped by informing people and enabling them to influence change where possible to particularly overcome the under-recognised needs and value of people with complex disabilities. Minimbah may not be able to directly make change but it has been speaking to the many spaces where change can be influenced—politicians, NDIA staff (separating policy and operational issues); NSW focussed forums conducted by the NDIA, NDIS enquiry submissions;
- ⇒ Opportunity 2 - Uphold our commitment to family. There is a light at the end of the tunnel and it's not a train! - Minimbah will be there for those who don't have anywhere else they can turn for support. Minimbah will remain with a strong focus on family, yet to do this we must also work like a business to ensure Minimbah's longevity and relevance of future support. Minimbah will continue to advocate for those who are unable to advocate for themselves to ensure they receive the supports that must be provided to ensure dignity as a minimum is upheld.
- ⇒ Opportunity 3 - Dealing with change. Change can be expensive and costly both financially and emotionally. Minimbah has and will continue to upgrade our information systems to ensure we capture our people's needs and establish more comprehensive continuous improvement processes.
- ⇒ Opportunity 4 - Develop stronger relationships. Minimbah will undertake more opportunities reaching out in to our local communities and organisations, to increase the awareness of Minimbah. We will establish new relationships that encourage new growth opportunities as well as develop increased support and recognition for Minimbah and its people.
- ⇒ Opportunity 5 - Growth. Not everything can or will remain the same. Minimbah has been supporting people for 34 years and some of them are still with us to this day. 30% of our people to this day have been coming to Minimbah for over 20 years. To ensure growth Minimbah needs to reach into a broader range of schools and communities. Minimbah is passionate about realistic growth and aligning growth so as to stay true to our core mission and vision.
- ⇒ Opportunity 6 - Trained workforce. Changing from a 48 week operational year to one where Minimbah provides support almost every day presents a range of challenges to ensure staff are fully and regularly trained and developed to meet the needs of supporting our people safely and respectfully. Recruitment is also a significant challenge that needs to become an opportunity for Minimbah.
- ⇒ Opportunity 7 - More flexible support options. Developing the range of Minimbah's support options into more flexible and diverse areas that offer cost effective, safe and secure support for our people in ways that meet parent/carer needs both current and future as NDIS Plans address client goals.
- ⇒ Opportunity 8 - Fundraising and volunteer support. Developing an effective fundraising strategy for Minimbah framed around long term support partners and defined annual projects
- ⇒ Opportunity 9 - Effective web and social media engagement. Review and undertake a major upgrade of Minimbah's website and social media connectivity.
- ⇒ Opportunity 10 - Governance structure. Reviewing the constitutional and organisational framework



# MINIMBAH PROFILE

Minimbah has around 96 people participating in our programs and receiving supports, with 70 people on average attending on any one day. About half of those attending each day participate in community access activities using our fleet of 11 disability modified vans and vehicles. Minimbah also provides support directly from people's homes in to the community. As at the end of June 2017, 94% of our people had become NDIS participants, with a further 3% transitioning sometime in 2017/18 and another 3% are over 65 and will always remain outside of the NDIS in a Commonwealth funded program called Continuity of Support.

46% of our people are less than 40 years old

40% of people have been supported by Minimbah for 5 years or less, however 30% have been coming to Minimbah for over 20 years

93% of our people regularly require support at levels not less than 1 staff to 2 participants

## THE MINIMBAH COMMITMENT

**Clients** – We offer you learning, challenge, fun and friendship in a person centred environment.

**Families** – We recognise the value of supporting the entire family as part of the support we provide to our people. All family members are welcome to come to Minimbah anytime and join in with the fun and support we offer. Our supports and activities are flexibly designed to assist you as a carer, as well as to meet the needs of your family member.

**Professional carers** – We will work with you as partners in care to support our mutual clients.

**Staff and Volunteers** — We offer you challenge, trust, encouragement and support to enable you to innovatively deliver the outcomes expected in a work environment that is appropriate to the supports being delivered to our people.

**Visitors**—We welcome visitors to Minimbah and offer you respect and opportunity to learn and understand the needs of individuals and families caring for persons with intellectual disabilities.

**Community**— Minimbah respects the people and organisations within our local and broader community. We value a co-operative relationship along with any and all support provided by members of our community, and welcome such interaction.

# MINIMBAH—BUILDING IN TO THE FUTURE

**NOW:**



In October 2016 Minimbah embarked on the long awaited construction stage of a project to rebuild and redesign a considerable part of the front transport/reception area of Minimbah but with the primary intent of remodelling an existing activities room and adjoining kitchen to better accommodate future sports and exercise opportunities for our people.

The project was delivered with the assistance of architect, Richard Salman from 2RKS Architect + Design, and builders, Reitsma P/L. Work commenced in October and continued

through until March 2017. During that time Minimbah adopted a completely reorganised pick-up and drop-off procedure for taxis, group home vehicles and private vehicles. Significant additional staff resources were allocated to the new procedures to ensure ease of access but most importantly the safety and well-being of all in a disruptive environment. Minimbah also organised for temporary off-site support premises whilst the renovations were taking place due to the reduction of one main activities area for most of the project duration.

With no undercover access and the main driveway area severely restricted, the routine of many of our people underwent significant upheaval. To further complicate the impact, the adjoining retirement village were also undertaking a major building project for a longer period that often impeded access to Vincentia Street.

In late March of 2017 the majority of the core building works were completed and occupancy was able to be resumed in the new areas. Our people and staff were relieved to be able to not only enjoy new facilities but also transition our clients back in to the routines that they were very familiar and comfortable with.

As can be seen from the photos, the project delivered a completely new and wider undercover drop-off and pick up area (aka “port cochere”) enabling multi-vehicle access, higher vehicle access under the undercover area, rejuvenated front façade of the main offices/reception entrance in to Minimbah with automated access, completely renovated and reshaped main activities/sports room with electronic automated double doors, fully renovated kitchen with double internal and external serveries and external landscaping.

The project was substantially funded through a \$400,000 ClubGrant approved several years ago by the NSW Department of Liquor and Gaming that supports community initiatives funded by a “levy” on clubs so as to provide community benefit not-for-profits and charities in local communities. The

**THEN:**



Minimbah Board allocated a further \$200,000 to fund the entire project including new sporting and exercise equipment.

The Minimbah Board, staff and parents would like to recognise:

- the contribution by the NSW Government in enabling this project to take place; increasing client opportunities and bringing about a refreshing new look to Minimbah to enable the continuation of effective supports for many years to come;
- Sandhya Sunil from EarthMatters Consulting for developing landscaping designs and Peter Mateffy from PJM Build Construction Pty Ltd for undertaking the final landscaping work (and more); and finally
- all the parents/families, group home staff and taxi drivers who had to patiently adapt to the alternate transport arrangements and additional support location.

Minimbah has subsequently purchased a wide range of sports and exercise equipment which is being integrated in to activities to increase mobility and maintain general fitness while providing fun and engagement. These options and opportunities will grow and develop in line with individual and group needs.

So what's next: Minimbah has already submitted a grant application to convert the old trampoline courtyard into an outside sensory courtyard with synthetic turf, ball pit, etc.—stay tuned to see if the grant application is successful. Fundraising for an external sensory cottage on the site is planned to commence late in 2017.

Grants and fundraising, given the NDIS will not fund any centre-based capital equipment are the primary avenues for raising such capital for these projects.





**Enabling sport, exercise, fun in safe and community inclusive surroundings**



## OTHER BUILDING CHANGES

### Epping Rotary

The team from Epping Rotary constructed two wheelchair accessible vegetable/herb gardens for Minimbah during the year.

The team spent a number of weekends planning, constructing and positioning the gardens. The gardens are maintained co-operatively between staff and clients and the produce from the gardens is picked and used in Minimbah’s cooking programs.

A special thanks for the innovative approach and dedication from this relatively small team of committed volunteers that has produced a project that has had and will continue to have a significant impact on the lives of our people.



### NSW Government Community Participation Grant

Minimbah was the recipient of a grant for \$27,500 that has enabled the replacement of an almost unusable dirt patch with an artificially turfed area that now enables a range of client outdoor activities under the shade sails such as drama, sports, music and singing. Stage two of the grant funds will see the replacement and expansion of the softfall areas, to provide protection for our people, in late 2017.





# LIFE @ MINIMBAH



# MINIMBAH – CELEBRATING LIFE





# MINIMBAH - TRUSTING AND CARING RELATIONSHIPS



## 2016/17 FINANCE REPORT

The Financial Statements for the year ended 30th June 2017 have been reviewed by the auditor and signed by the Minimbah Committee of Management. The following pages show extracts from Minimbah's Audited Financial Statements for 2016/17. A full copy of the signed report can be obtained by contacting Reception and requesting a copy.

### **Funding Changes:**

2016/17 financial year was the first year that NDIS funding has been received and reported. As clients received their NDIS Plan budgets, theoretically, the NSW Govt ADHC funding ceased at the same time. Such was the theory but in reality a very different picture developed with a multiplicity of government adjustments happening throughout the course of the year, and as clients transitioned at varying dates from August up until the end of June.

The funding was further complicated in that clients over 65yrs of age, as at 1st July 2016, also transitioned from State Government funding schemes to a new Commonwealth program called Continuity of Supports with new funding arrangements. As at the end of the financial year Minimbah still had a small number of our clients that were ineligible to receive NDIS funding (due to geographic location) until after 1 July 2017.

To complicate the income arrangements further, the previous process of charging a daily attendance fee was no longer allowed under the NDIS, however, organisations could charge clients individually for the activity costs they chose and incurred. This has added a significantly increased administration load to maintain and calculate such individual activities, which can be multiples on any one day, e.g. transport, food, sailing, painting, etc.

The primary change of focus in regards to receipt of funds is that the responsibility for payment of supports and activities rests on the client or their family, supported by whatever they may have been allocated in the NDIS Plan budget. For this reason Minimbah has now prudently included and calculated a provision for doubtful debts recognising that Minimbah may inadvertently provide supports to a client without knowing there is insufficient funds available in their NDIS Plan to cover such supports (NDIS will not cover any gap funds where supports have been provided in such situations).

Individual service agreements and complex service bookings per client now replace the monthly direct deposit of funds from the NSW State Government. Risk management of income streams is now of even higher importance than previous years.

### **Context**

Client and staff numbers have again increased in 2016/17 with a total number of clients as at 30 June 2017 being 96. Minimbah, as a registered NDIS provider, has maximum prices regulated through the NDIS Price Guide, which is annually revised. This Price Guide now sets out hourly rates based on the type of service provided to each client. A client's support needs generally vary throughout the day depending on the nature of their specific disability. A copy of the current NDIS Price Guide can be downloaded from the NDIS website. 2017/18 should reflect a more stable representation of annual income than can be assessed in the 2016/17 Results.

### **Extra-ordinary items**

#### ◆ **Capital Grants**

Minimbah was the recipient of two significant capital grants. A ClubGrant of \$400,000, through the NSW Department of Liquor and Gaming, was granted to Minimbah in 2014. \$120,000 had been brought to account as income 2014-16 with the remaining \$280,000 received in 2016/17 with the completion of the previously mentioned building project. In line with accounting standards this has been brought to account as income for the year which is reflected in the extra-ordinary higher Net Result for 2106/17. A further grant for \$27,500, from the NSW Government's Community Participation Grant Scheme was also received and has been shown as income for the year. Both projects outcomes have been capitalised and reflected as assets.

#### ◆ **ADHC Acquitted Income written back**

With the transition to NDIS there were a number of advance payments made by ADHC which were later confirmed that an acquittal and repayment of the funds would not be required. It is difficult to quantify this amount from the details supplied by ADHC, however the amount is estimated to be approximately \$40,000 of income that would not be repeated in future years.

#### ◆ **Annual Insurance Payment prepaid**

It was identified that the 2016/17 general insurance payment was paid and accounted for in the 2015/16 accounts. This has an impact of reporting a \$70,000 higher Net Result than actually has been achieved.

NET RESULT	\$549,054
Less Capital Grants	\$307,500
Less ADHC income	\$ 40,000
Less Prepaid Insurance	\$ 70,000
Adjusted NET RESULT 2016/17	\$131,554
% return on Operating Income	3.4%

## 2016/17 Audited Financial Accounts

### *Minimbah Challenge Inc*

#### **BALANCE SHEET (Summary) as at 30th June 2017**

	<u>2017</u>	<u>2016</u>
Total Current Assets	\$1,075,703	\$1,104,027
Total Non-Current Assets	\$1,754,365	\$1,211,003
<b>TOTAL ASSETS</b>	<b>\$2,830,068</b>	<b>\$2,315,030</b>
Total Current Liabilities	\$295,140	\$359,404
Total Non-Current Liabilities	\$ 91,818	\$ 61,570
<b>TOTAL LIABILITIES</b>	<b>\$386,958</b>	<b>\$420,974</b>
NET ASSETS	\$2,443,110	\$1,894,056
MEMBERS' FUND	\$2,443,110	\$1,894,056

#### **INCOME STATEMENT for the year ended 30th June 2017**

	<u>2017</u>	<u>2016</u>
Revenue from ordinary activities	\$4,240,103	\$3,057,545
Expenses from ordinary activities	\$3,691,049	\$3,125,243
<b>Surplus/(Deficit) from ordinary activities before income tax</b>	<b>\$ 549,054</b>	<b>\$ (67,698)</b>

(as a registered charity and not-for-profit, Minimbah Challenge Inc is exempt from income tax)

#### **Revenue from ordinary activities includes:**

Client activity fees	\$ 189,912	\$ 181,380
Govt Subsidies (recurring)	\$1,717,973	\$2,821,971
Govt Subsidies (non-recurring)	\$ 307,500	\$ 0
Fundraising & Donations	\$ 9,140	\$ 9,947
Interest Income	\$ 17,662	\$ 21,694
Employment Subsidies	\$ 6,268	\$ 11,826
Other Income	\$ 5,209	\$ 10,727
<b>TOTAL</b>	<b>\$4,240,103</b>	<b>\$3,057,545</b>

**MINIMBAH CHALLENGE INC.  
2017**

**DIRECTORS' DECLARATION**

In the opinion of the Directors of Minimbah Challenge Inc.:

- 1      a. The accompanying Income Statement is drawn up so as to give a true and fair view of the deficit of the Association for the 12 months ended 30th June 2017; and  
       b. The accompanying Balance Sheet is drawn up so as to give a true and fair view of the state of affairs of the Association as at 30th June 2017.
  
- 2      At the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

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

Director 

Director 

Dated this 28<sup>TH</sup> day of SEPTEMBER 2017



# MINIMBAH GOVERNANCE & MANAGEMENT

Minimbah's voluntary Management Committee, operating as a Board of Directors, is responsible for the corporate governance of the organisation. The Board consists of up to 11 people acting in a voluntary capacity. The Board guides and monitors the activities of Minimbah seeking to serve the best interests of clients and staff, and acting on behalf of the members to whom they are accountable.

## BOARD MEMBERS

David Peachey

### President

Appointed to Board 1997  
Purchasing Manager  
Finance Committee  
Human Resource Committee



Michael Welch CSA PNA

### Treasurer

Appointed to Board 1983  
HR Manager (retired)  
Finance Committee



David Williams CA MAppFin GAICD

### Director

Appointed to Board May 2014  
Finance Manager  
Finance Committee



Susan Bailey BA LL.M.

### Director

Appointed to Board May 2014  
Company Director and Lawyer



Sarah McCarthy

### Director

Appointed to Board Sept 2014  
Project Manager, ABS



## AUDITOR

Amelia Chen, AC Accounting and Taxation

## SENIOR STAFF

### CHIEF EXECUTIVE OFFICER

Wayne Newell

### SUPPORT

Care Manager

Tina Diprose

Care Co-ordinator (Centre)

Shayla Williams

Care Co-ordinator (Community)

Nabin Udash

Program Co-ordinator

Andy Kerr

### BUSINESS

Business Manager

Gemma Leitch

Administration Officer

Tanya Mangano

### THERAPISTS

Music Therapist

Kayoko Minglis

Massage Therapist

Anita V Hartoonian

#### Changes since June 2017:

- ◇ Gemma Leitch, Business Manager left in July 2017
- ◇ Pamela Moriarty joined as Finance Manager in August 2017

#### Minimbah Management staff (from left to right)

Nabin Udash, Shayla Williams, Tanya Mangano, Wayne Newell, Gemma Leitch, Tina Diprose, Andy Kerr



# SUPPORT-

# Thank you!



Minimbah welcomes and encourages all community involvement and interaction to further the support of families and provide opportunities for inclusion and understanding.

Minimbah has a small group of dedicated volunteers who actively engage and assist our people in outdoor and centre-based activities.



**Members of the Rotary Club of Epping** designed and constructed a wheelchair accessible garden bed structure for Minimbah. This was the start of a series of similar structures to enable access by clients in different styles of wheelchairs. The construction skills were greatly appreciated and the clients are carefully nurturing the herbs and vegetables.



The members of the Epping Model Railway Club have been supporting Minimbah for over 30 years through their major annual exhibition .



**Boys from The King's School** have attended Minimbah for the last six years.

The boys interact with clients and assist with grounds work as part of the school's Community Outreach Program, supported by teacher Mr David Strutt. Their contribution is much appreciated.



**Foodbank, for their loyal support providing food and supplies from Sydney distributors** Foodbank has become available to Minimbah, as a registered community charity. Minimbah has been able to access a wide range of food supplies either at no cost or significantly discounted prices compared to regular sources.



# SUPPORTING MINIMBAH

## Why support Minimbah?

Minimbah appreciates every bit of additional support it receives. These supports enable Minimbah to undertake projects small and large to further develop the opportunities available to our current and future people. The NDIS does not fund any capital support for organisations such as Minimbah and we have to look for more creative ways of ensuring the replacement of existing equipment such as mobility aids, bathroom ceiling hoists, room equipment, disability access transport vehicles, etc.

Minimbah has received and will continue to apply for appropriate and available government or community grants, however, with diminishing resources these are becoming far more competitive than ever before.

One of the significant projects we are considering for 2017/18 is fundraising for the construction of a sensory room with bathroom facilities that, whilst on the same site, will be totally separate from the main building of Minimbah. This will enable a quiet environment so our people can enjoy the experiences of auditory, visual and other sensory stimuli to promote more individual development and engagement.

Shortly we will be distributing more information about this and how you can reach out to engage individuals in our community as Minimbah Support Partners. We are seeking long term support relationships in preference to short term one-off donations (albeit they too will be accepted!). We will also be engaging in a broader community outreach about Minimbah utilising other opportunities such as Ryde Council community facilities and other local organisations.

We look forward to developing resources that are innovative but more importantly appropriate ones that add to the life experiences of all of our people here at Minimbah.

## How to support Minimbah

- ⇒ Volunteer - either in the capacity of assisting our people in:
  - ⇒ outings such as bushwalking; or
  - ⇒ centre-based client activities such as gardening, craft, cooking, etc.
  - ⇒ Governance such as serving on the Minimbah Committee of Management.
- ⇒ Financially
  - ⇒ One-off donations
  - ⇒ Become a Minimbah Support Partner
- ⇒ In-kind donations of goods and equipment

Throughout the year there have been many occasions where people have supported Minimbah and we would like to take this opportunity to express our appreciation for the generosity of all those persons and businesses who have donated financially and of their time. There have been many improvements apart from the main Sports Room project that have been funded through such donations and time—vegetable/herb gardens, new large interactive screen projectors in the activities rooms, new iPads/tablets, new trampolines and equipment to name a few.

Without your support, these would not be able to be acquired. Thank you.



**THANK YOU** to everybody who has helped out in any way throughout the year- supporting, volunteering, participating and sharing in the life of our people. Mothers' Day, Fathers' Day, Christmas, Easter, birthdays and much more are made more meaningful- your efforts and contributions have been greatly appreciated and all our people express their thanks.



#### Minimbah

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