



Minimbah

2021/22

Annual Report



Share—Experience—Grow

Minimbah Disability Support Services Limited

Th



Our Vision

Making the best life for our people

Our Mission

Actively supporting people with intellectual disability to enable them to learn, enjoy and contribute to their communities.

Our Values

Community - Dignity - Teamwork - Fun - Innovation - Courage

Our Strategic Pillars

Our Participants—To ensure our participants receive quality support of their choice providing them with opportunities to participate in flexible, appropriate and accessible activities in a safe and supportive environment.

Our Workers—To ensure our workforce is skilled to provide safe, trusted and considered supports within workplaces that are dynamic, person centred support, by being trained and vigilant to each participant’s needs and choices.

Our Families—To offer open opportunities of inclusion in the lives of their person(s) within the wider Minimbah community – to be supported, celebrate, learn, and engage with safety, dignity and trust.

Our Community—To ensure our participants receive quality support to provide them with opportunities to participate in flexible, appropriate and accessible activities.

Our Origins

Minimbah was founded by the passion of parents seeking opportunities for the children with intellectual disabilities as they left school to foster learning and support in difficult times. From that passion land was acquired at Marsfield (our present day site) and the Minimbah Centre was purpose built to meet the needs of the present and the future. Backing on to Dunbar Park and surrounded by trees, Minimbah offers a place of quiet solitude amongst the business of our daily lives. Starting as the Epping Branch of the Subnormal Children’s Welfare Association then as part of the broader Epping Branch of the Challenge Foundation, Minimbah was created as a separate entity in 1983. The name Minimbah, chosen by parents, comes from the Wonnaruah people of the upper Hunter Valley and reflects the focus of our supports to this day, as a “place of learning”.

40 years on, our commitment to quality support and family focus remains steadfast amongst all we do. Minimbah has retained and continues to retain a very strong commitment to supporting and involving our families as an important part of the lives of our people.

Minimbah became fully registered as an NDIS Provider in 2016 and has passed all subsequent NDIS Quality registration audits without any identified issues.

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Front Cover: Encouraging Creativity

Minimbah's NDIS Supports

Day Centre programs and supports

Monday to Friday at Marsfield— wide range of supports and therapies that are person centred and flexible, based on the choice and control of participants— gardening, exercise, cooking, Zumba, music, craft, computers, card making, massage, life skills, recreational fun and socialisation and much more.

Community access supports

using our fleet of eleven modified vehicles—parks, picnics, bushwalking, sailing, shopping, cafes, assisted swimming, bowling, cinemas, special events, and much more.

Children's support

on weekends for 7 to 18 years—offering all of the above in-centre and in-community.

7 day from-home support to engage in community access opportunities of your choice.

Support co-ordination to assist in NDIS Plan implementation and support choice and design.

Acknowledgement of Country

We acknowledge and thank the traditional custodians of the land, the Wattamattagal clan of the Darug nation, on which we meet, walk, work and live. We acknowledge the Elders past and present and the care they have given this country.



Hard times, Good times

Covid-19 continued to dominate the lives of our clients, our workers, our families and our visitors throughout 2021/22. After brief periods of reprieve, it was not long again before restrictions were reimposed on the community at large and even tighter restrictions imposed for organisations, such as Minimbah, supporting people assessed as more vulnerable—aged, disabled, health, etc.

It was indeed a year where the world around us changed rapidly and permanently. Throughout the pandemic we continually heard phrases such as “when will things get back to the way they were?”. The reality is that they never will. Situations such as Covid change irrevocably “what was”. They present us with two choices— try and live as we were or choose to create/influence our future.

Covid didn’t have just short term effects. For some it has been continuing physical/ health trauma, for others it has been lasting emotional/mental upheaval and for businesses it has led to changes in the ways people want to work—staff requesting greater flexibility, shorter hours, focus on self and family, etc.

For Minimbah’s clients, the disruptions to routine were very difficult for them to comprehend and cope with. It would appear, however, that the memories and awareness of what was seem not to linger and have been quickly replaced with the desire to return to what was and the safety and security that brings. Minimbah is committed to maintaining that environment, within the new world that



Covid changed, bringing about continued safety, friendship, inclusiveness and community.

Covid restrictions, whilst aimed at protecting the health of our people, also inadvertently limited the capacity of so many of our people to enjoy the sense of community and social inclusion they were so used to. The restrictions were necessary, but as things improve we see the willingness of all to once again come together to offer and enjoy more inclusive opportunities, established friendships, re-establish lost routines, etc. upon which they are so dependent.

Throughout the two and half years of disruption brought about by Covid, Minimbah remained open and steadfast with our infection control procedures, only closing for two short seven days precautionary periods.

Focusing on the positive, the way ahead and the opportunities to be developed by all has created positive opportunities for clients, staff and visitors, embracing this changed world.

It is within this context of the good times that we continue to plan and innovate. The past year has presented some hard challenges, however, it is how we learned, adapted and grasp opportunity that shapes the way we build the future for our people that makes the difference.

We learn from the past, but live in the now.

At Minimbah we strive to create the future our people deserve.

Minimbah Disability Support Services Limited

Minimbah changed its name and legal structure in early 2022. This was resolved at the 2021 Annual General Meeting where members unanimously voted for the change and the new constitution.

Why: Previously established as an Incorporated Association, NSW Fair Trading, under the prevailing legislation, require organisations such as Minimbah Challenge Inc, to move to a company structure better fitting the size of the organisation and in compliance with ASIC requirements—in this case a Company Limited by Guarantee.

What was involved: The process involved a request to NSW Fair Trading to change our structure, which, once approved, enabled us to submit, with the pro bono assistance of Minter Ellison, an application to ASIC to be approved as a Company Limited by Guarantee. This required the drafting of a new Constitution and a resolution from a Special Meeting of members to agree upon the changes (which took place in Oct 2021).

What has changed: Minimbah's ABN and all of our charitable and NFP tax deductible approvals remain



unchanged. Primarily, it was the creation of a new approved Constitution recognising the change of name, Board structure and legal and reporting requirements under ASIC.

Minter Ellison provided significant pro bono support throughout the process enabling the detailed application to be made to ASIC, including the new constitution.

A copy of the Constitution is available on our website. Our Board members have all been individually verified and registered with ASIC as per the new requirements as well as registered as Key Personnel with the NDIS Commission and undergo the same level of verification that all of our staff are required to undertake by the NDIS Commission.



Chairman's Report



Why we are here

40 years ago, next April, Minimbah was founded by a group parents to provide a solution for the lack of support available within the community for their young adults with intellectual disabilities.

Their vision has, over this time, developed to provide services and

support to about one hundred people with intellectual disabilities and complex support needs, and their families, whilst employing a workforce of over ninety people. We continue to do this by providing specific person centred supports and programmes that enable the development of skills, friendships, and community in a safe, peaceful, and happy environment. Our vision: To provide the best life for our people.

The year in Summary

Financial Year 2022 was a year in which we continued to navigate the challenges and disruptions resulting from the ongoing effects of Covid within the community. Unpredictability has become the new normal requiring Wayne and his team to adjust how we deliver services to respond to risks, restrictions, and unplanned absences that occurred every day. This unpredictability resulted in more than 30% of our management team's time being consumed in managing these daily changes, placing limitations on the amount of time we had available to move forward with capital works and operational improvements.

The Board records it's thanks to our management team and staff who have, throughout these difficult times, maintained an absolute focus on delivering each day high quality services to our clients whilst ensuring they maintain health and hygiene practices to keep everyone safe. The difficulty in maintaining this focus should not be underestimated.

Change to Company Structure

A key focus of the Board this year was management of the change in company structure from Minimbah being an incorporated body subject to NSW law to Minimbah Disability Support Services Limited a company limited by guarantee, governed by the Corporations Act 2011 and regulated by the Australian Securities and Investments Commission and with continuing oversight by the Australian Charities and Not-for-profits Commission. This change was completed in December 2021 with the administrative processes of changing our business name on all our government agency registrations and key trading accounts taking until March 2022 to complete.

Auditors

At our last AGM we appointed Amelia Chen of AC Accounting & Taxation as our auditor. Upon the completion of the change in company structure Amelia advised us that she did not hold the required licence to complete a company audit and resigned as auditor. Following an extensive tender process, the Board appointed SDJA Audit, a medium sized local company with relevant experience in auditing companies registered as Not for Profit and operating as a NDIS provider, as our auditor.

The new auditor conducted a comprehensive review of our accounts and financial control systems and processes and met with the Board to discuss their findings. The Board was



encouraged by their report that indicated that our accounts are in good order and that there are no meaningful or material matters requiring rectification.

Financial Result

I am pleased to be able to report to you that Minimbah has finished the 2022 financial year in a strong financial position despite us reporting a \$75,371 deficit due to Covid impacts. Our CEO and Finance Manager have maintained strong controls over our cashflow to preserve our capacity to invest in major improvements to our buildings, a plan for which we are currently developing, with a forecast value of approximately \$500K.

Improvements

Our physical improvements this financial year were limited to \$104K with the purchase of a new 8 seater van to complete our fleet renewal project and the finalisation of bathroom renovations being the major projects. Unfortunately, the impacts of Covid both within Minimbah and the broader community required us to pause the planning for building improvements until FY2023.

Early in the year the Board formed a Marketing and Communications subcommittee to focus on improvements to our Internet and Social Media presence resulting in the updating of our website and the development social media accounts with them continuing as a work in progress.

The Board

Your Board has, throughout the year, maintained a strong focus on financial risk and cashflow due to the unpredictability of income resulting from absenteeism and the ending of government supports, and the management of health and safety for our clients and staff.

I want to acknowledge the work that each of your directors have contributed throughout the year with each Board member participating in subcommittees convened to assist our management team to achieve their objectives and to help develop improvements to how we conduct our daily business.



The Board has once again engaged with the Westpac Board Observers Programme which is designed to provide their senior employees with the opportunity to learn about the governance activities of a Board and to develop their skills and experience. We have been fortunate to have Felicity Dwyer and Lior Nickig as observers since March 2022 and have valued their input to our Board discussions.

Danny Hui has decided to retire from the Board after 5 years over which he has made significant contributions to the development of Minimbah and to the Board. We thank Danny for his service to the Minimbah community and we will miss his diligent focus and expertise.

The Future

I believe that it is important we remember that Minimbah functions as a community of people; people with disabilities whom we support to enable them to live the best life they can, their families and carers, Minimbah members, employees, and volunteers, including the Board. This sense of community and the contribution each person brings to it will remain central to our future.

As we move into 2023 and celebrate the 40th anniversary of Minimbah many of the initial challenges faced by our founders remain, so we rededicate ourselves to maintaining our focus on providing the best life for our people. I invite you all to join with us in 2023 as we celebrate our first 40 years and as we look forward to many more to come.

David Peachey
(Chairman)

CEO's



It is difficult to recall much of 2021/22 given the incredible amount of continued upheaval and the resultant ebb and flow of client and staff numbers throughout the period due to Covid-19. It has been

and continues to be an extremely difficult time.

From total lockdowns with QR code sign-ins (remember those!), travel permits required to leave designated areas of concern, vaccinations, (1, 2, 3 ...), to almost celebrating a “normal” Christmas, only to have restrictions reimposed, followed by a period of shut-down for Minimbah following a number of client and staff Covid cases with the arrival of the Omicron variant, compulsory 2+1 vaccinations for all workers, daily RA testing for all staff that Minimbah imposed for the safety of all (not one positive result throughout the weeks of testing), grounded in strong infection control to where we are now, eased restrictions and no longer wearing face masks. A roller coaster of response that was built on-the-fly!

Covid and all of its fallout from isolation, restrictions, flexible working arrangements, health management issues, etc. have had an enormous impact on the workplace. Like any significant event, the aftermath is often underrated or misunderstood and long-term. It has been no different for Minimbah. The reality is that things will never go back to “the way they were”.

We have experienced a significant turn-around in staff, many as a direct result of Covid, we have seen recruitment look entirely different to what it was. We have seen changes in client numbers and behaviours as they struggle to comprehend in their own way what took place. We have seen

NDIS responses that have been to provide generic solutions requiring more regulatory responsiveness.

Ongoing risk assessments became a regular habit across the days, months, and years, identifying and mitigating worker risk, visitor risk, client risk, community access risk, transport risk, venue assessments, ensuring continued availability of PPE and everything else that went into managing and providing a safe environment.

The way forward, however, is opening up. It is and will continue to be different. We need to accept what has happened as fact, adapt and seek opportunity in change. Minimbah's values remain as our pillars of focus in delivering our mission – Dignity, Teamwork, Community, Fun, Courage and Innovation – in delivering our mission and vision – “Making the best life for our people”.

A common thread throughout was the commitment of our people to Minimbah staying open for as long as possible throughout the entirety of the Pandemic. It was hard but the efforts of staff were incredible. It was difficult reducing casual staff hours as client numbers declined. As a result we lost some good workers who transitioned to other health care services that could offer continuity and longer shifts.

Continuity of support, however, was not compromised, for those who needed it throughout the pandemic. The commitment and enthusiasm sustained by all the staff has been amazing and uncompromising.

The whole disability “industry” has been experiencing a number of concerning trends around staff availability, staff expectations, financial viability, increasing



regulatory compliance, which whilst of concern should not be seen as painting a “gloomy” picture, far from it. They place a reality check on all we do and how we deliver supports into a changing future, focussed on people. Maintaining our moral compass and staying true to our values is even more important now than ever as we move forward within these changes.

Over the next 18 months we have a number of significant capital development programs that will be managed by our new Maintenance Manager:

- * Planning and construction of a large all weather indoor/outdoor space providing much needed additional areas to provide flexible supports in an environmentally sustainable environment; and
- * construct extra facilities along the retirement village side of our premises providing additional staff amenities; breakout spaces and much needed large equipment storage.

All of these challenges and subsequent changes will equip us to address the many issues and opportunities as we move out of a period of intense disruption to one where we lay the building blocks for everyone to step forward and move towards Minimbah’s goals and fulfilling the goals of our participants.

I want to thank the Board members for their unwavering support throughout the pandemic and all the staff and volunteers for adapting to and grasping the challenges of a very difficult year whilst maintaining our focus on the delivery of person-centred quality support which Minimbah has been known for over the last 40 years.

We are all looking forward to 2022/23, celebrating Minimbah’s 40th birthday and the opportunities each day brings.

Wayne Newell
(CEO)

Addendum:

I would like to acknowledge the following staff who left over the last year and who had committed significant service to Minimbah over their time and recognise the amazing contributions they made in supporting the lives of all Minimbah’s people.

Acknowledgements:

Left in 2021/22

Andy Kerr, Program Co-ordinator— 20 years service
Sheridan Herman, Team Leader— 11 years service
Christina Diprose, Care Manager—13 years service

Left late 2022

Shayla Williams, Care Co-ordinator— 12 years service
Pamela Moriarty, Finance Manager—5 years service

Long serving staff still at Minimbah:

Emma (Anita) Hartoonian (DSW) – 22 years
Wanda Gierzynska (DSW) - 15 years
Hendrika Sharwood (DSW) – 14 years
Jing Ye (DSW) – 13 years
Sija Stok (Admin) – 12 years
Calista Rajadurai (Team Leader) – 11 years
Jeff Edwards (DSW) – 11 years
Faustino Aboka (2IC to Team Leader) – 10 years
Babu Paramby (2IC to Team Leader) – 9 years
Ness Archer (Support Coordinator) - 9 years

Sadly, two of Minimbah’s participants passed away during the year (unrelated to Covid)

Ken Martin – commenced in 1983

Jake Lawler – commenced in 2012

Ken and Jake will be remembered in all our memories.



Minimbah









PEOPLE & CULTURE MANAGER'S REPORT



Minimbah is
privileged to have

dedicated staff who continue to support our clients notwithstanding the challenges that COVID presents for all of us.

This year we maintained our focus on work health and safety, making COVID mitigation strategies top priority including the wearing of masks, using hand sanitizer, Rapid Antigen Testing and the use of gloves and other personal protective equipment, when required.

Learning and Development Initiatives

Minimbah's strong commitment to our staff and clients is reflected in the extensive suite of learning and development programs and initiatives that we delivered this year.

In addition to face-to-face training programs delivered this year, on-the-job training delivered by our management team and experienced Disability Support Workers continues to be pivotal in the support of clients. With the guidance of experienced practitioners our staff provide active person-centred support in a friendly, professional and inclusive manner.

This year we introduced a new learning and development initiative, Mini-Training Modules, which are short training documents

that cover key topics for Disability Support Workers:

- ◆ Communicating with Clients who are Nonverbal
- ◆ *Teamwork*
- ◆ *Decidophobia* (appropriate day-to-day decision making)
- ◆ *Active Person-centred Support*
- ◆ *Duty of Care & Dignity of Risk: What's it all about?*

In addition, a number of half day and full day training programs were undertaken:

- ◆ *Active Person-centred Support*
- ◆ *Effective Decision-Making for Managers*
- ◆ *Friend and/or Manager – the Management Conundrum*
- ◆ *Managing Performance Review Meetings*
- ◆ *Policies and Procedures Training for Disability Support Workers*
- ◆ *Quality Performance and Review*
- ◆ *Respect in the Workplace*
- ◆ *Preventing and Responding to Challenging Behaviours.*

Minimbah also gave fourteen staff the opportunity to undertake further professional development by undertaking their Certificate IV in Disability. This initiative enabled the staff to gain an additional accredited qualification that will contribute significantly to their skill sets in delivering high quality active person-centred support to clients at Minimbah.



Staffing

Minimbah is proud to be able to offer opportunities to develop our people. This in turn provides Minimbah with a stable workforce that retains the knowledge and understanding of individual's needs and goals. Over 65% of our staff have been employed by Minimbah for over four years, which in an industry typified by high staff turnover, is win-win scenario for everyone.

Recruiting and retaining dedicated and competent staff has long been a key strategic focus for Minimbah.

We seek to recruit new workers who have an embedded empathy in the way they support people with disabilities. The capacity to have empathy i.e., to understand and share the feelings of others is innate.

Other capabilities that we look for in staff when recruiting include reliability, relevant disability sector experience, creativity, teamwork, effective communication skills, honesty, compassion and a great sense of having fun in the workplace with our clients.

Work Health and Safety

Throughout the year we continued our focus on good hygiene and ensuring COVID mitigation strategies were embedded in everything we did. All staff were given refresher training on infection control, personal and with clients, including the appropriate use of masks and gloves.

Minimbah updated many of our policies and procedures throughout the year to specifically maintain up to date information pertaining to Covid and related measures, including our:

- ◆ COVID Safety Plan
- ◆ Emergency Management Plan
- ◆ Hazardous Chemicals and Waste Management Procedure
- ◆ Infection Control Guidelines and Procedure
- ◆ Venue Risk Assessments and Risk Management

2023 and beyond has many challenges and opportunities to embrace and Minimbah stands strong to maintain our emphasis on making the best life for our people.

Steve McNab

Manager People & Culture



Being There @ Minimbah 2021/22



Being There @ Minimbah 2021/22







2021/22

Finance Report

Similar challenges to prior years were those that we faced through 2021/22 with the continuation of the disruption caused by Covid-19.

Minimbah, once again, faced total instability in client numbers able to attend their regular programs due to the effective management and isolation routines established by families and group homes for the health and well-being of all.

Throughout the period, Minimbah still strived to maintain as much regular employment of our workers as possible and in accordance with the funding and assistance we received. Maintaining integrity and support of our workforce is very important to Minimbah and the clients that rely upon their friendship and support.

As noted in previous years, the continuing lack of recognition of the costs associated with the specific high level supports required for the people we support and the ever increasing administrative requirements of the NDIS, etc. are taking its toll on organisation such as Minimbah. Whilst the NDIS is based on a model that funds all clients at a predetermined average level, within each support category, those providers who support high needs clients are not recognized by the NDIA for the additional financial responsibilities they carry.

As much as is possible, Minimbah will always remain as a strong and active advocate assisting families in understanding and evidencing the safe and appropriate support needs for their person(s).

An overview of the financial operations of Minimbah during the year is set out below:

Net Result

The 2021/22 Net Result deficit of \$75,371. The deficit result was driven by a reduction of almost \$1.4mil in revenue, brought about by Covid and the withdrawal of the majority of government assistance related thereto. Minimbah's fixed overhead commitments remained despite the decrease in revenue, significantly impacting the result. The NDIS Temporary Transformation Payment provision also continued to decrease in accordance with the NDIA's plan, from 6.0% to 4.5% (based in NDIA income), which with the reduction of client hours from Covid resulting in reduced income, made the financial result even worse for the year.

Revenue

Total NDIS revenue decreased by \$708k directly in relation to the reduction of client support hours, due to Covid. The reduction in client hours also negatively impacted the client contributions to activity costs across the year. Minimbah received Australian Government JobSaver support which help to minimise the Net deficit.

Expenses

Expenses decreased on 2020/21, primarily in casual





wages, again resulting from the decreased client hours. As noted previously, however, the decrease in NDIA income was not fully offset by the reduction in wages costs even with the receipt of JobSeeker support. Insurance premiums, in line with the increased industry risk factors brought about Covid, continued to rise sharply and further impact the overall result.

Financial Position

Total Current Assets (cash and cash equivalents) remained almost unchanged for the year, recognising the timing in cashflows and the increase in non-cash provisions such as annual leave (unable to be taken due to Covid), etc.

Financial Governance

The Minimbah Finance Committee met regularly throughout the year, and reported to the Board, ensuring that proper controls and processes were in place and risks effectively managed and mitigated.

Minimbah continues to proactively undertake quarterly external financial audit reviews to identify any issues, should they arise, in a timely and relevant manner.

Minimbah, like all other registered NDIS providers, is subject to random NDIS income audit checks, normally conducted by random periodic sampling by the NDIA.

Minimbah's financial position and stewardship still presents a healthy position in a difficult time

for an organisation that is subject to fluctuations in risk that are much beyond its capacity to influence or control. Minimbah maintains a strong risk managed approach to its finances and governance whilst recognising the investment necessary to maintain quality supports to our people and the ongoing development necessary to retain a skilled and committed workforce.

Change of Auditor

2021/22 also saw a change of auditor, as a direct result of the change of legal structure from incorporated association to a company limited by guarantee. Minimbah Board would like to acknowledge the long commitment and quality service provided by Amelia Chen (AC Accounting and Taxation) over a very lengthy period to Minimbah. Following a search and assessment of a number of alternate firms, Minimbah is pleased to announce the appointment of SDJA Audit Specialists as our auditors for 2021/22.

Wayne Newell (CEO)



Minimbah Disability Support Services Limited
Statement of Profit or Loss and Other Comprehensive Income
For the Financial Year Ended 30 June 2022

	Notes	2022 \$	2021 \$
Revenue			
Revenue from contracts with customers	4	3,670,260	4,431,321
Other income	5	435,193	1,059,356
Total revenue		4,105,453	5,490,677
Expenses			
Administration		(579,116)	(596,278)
Depreciation		(212,750)	(161,883)
Employee benefits		(3,325,209)	(3,751,942)
Net loss on financial assets held at fair value through profit or loss		(407)	(277)
Other client program expenses		(63,342)	(89,122)
Total expenses		(4,180,824)	(4,599,502)
Net (deficit)/surplus for the year		(75,371)	891,175
Income tax expense		-	-
(Deficit)/surplus after income tax		(75,371)	891,175
Other comprehensive income		-	-
Total comprehensive (loss)/income		(75,371)	891,175

Minimbah Disability Support Services Limited
Statement of Financial Position
As at 30 June 2022

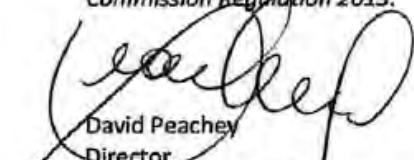
	Notes	2022 \$	2021 \$
Assets			
Current			
Cash and cash equivalents	6	2,059,554	1,992,398
Trade and other receivables	7	418,668	408,683
Other financial assets	8	1,936	2,343
Other assets	9	7,896	58,321
Current assets		2,488,054	2,461,745
Non-current			
Property, plant and equipment	10	2,230,654	2,357,528
Non-current assets		2,230,654	2,357,528
Total assets		4,718,708	4,819,273
Liabilities			
Current			
Trade and other payables	11	161,535	212,893
Provisions	12	366,183	307,989
Current liabilities		527,718	520,882
Non-current			
Provisions	12	39,601	71,631
Non-current liabilities		39,601	71,631
Total liabilities		567,319	592,513
Net assets		4,151,389	4,226,760
Equity			
Accumulated funds		4,151,389	4,226,760
Total equity		4,151,389	4,226,760

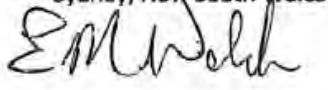
**Minimbah Disability Support Services Limited
Responsible Persons' Declaration
For the Financial Year Ended 30 June 2022**

The Responsible Persons declare that in the Responsible Persons' opinion:

- a) the financial statements and notes are in accordance with the *Australian Charities and Not-for-profits Commission Act 2012*, including:
 - i) giving a true and fair view of the registered entity's financial position as at 30 June 2022 and of its performance for the year ended on that date; and
 - ii) complying with Australian Accounting Standards – Simplified Disclosure and the *Australian Charities and Not-for-profits Commission Regulation 2013*; and
- b) there are reasonable grounds to believe that the registered entity is able to pay all of its debts, as and when they become due and payable.

Signed in accordance with subsection 60.15(2) of the *Australian Charities and Not-for-profit Commission Regulation 2013*.


David Peachey
Director
31 August 2022
Sydney, New South Wales


Michael Welch
Director
31st August 2022
Sydney, New South Wales

A complete copy of the Minimbah Annual Financial Statement 2021/22 are available from our website www.minimbah.org.au or by phoning (02) 9887 2299 and requesting a copy.



Fun @ Minimbah



Minimbah Governance & Management

Minimbah's Management Committee, operating as a Board of Directors, is responsible for the corporate governance of the organisation. In accordance with the Minimbah Rules and Objectives, the Committee of Management (Board) can consist of up to eleven people acting in a voluntary capacity. The Board guides and monitors the activities of Minimbah seeking to serve the best interests of participants, families and workers, and acting on behalf of the members, to whom they are accountable.

Board Members

David Peachey
President
Appointed Sept 1997



Michael Welch
Treasurer
Appointed Sept 1983



Danny Hui
Director
Appointed Oct 2017



Anthony Colaco
Director
Appointed Sept 2019



Jessica Williamson
Director
Appointed May 2021



Auditor

SDJA Audit Specialists

Senior Management

CEO	Wayne Newell
Finance Manager	Pamela Moriarty
People & Culture Manager	Steve McNab
Support Co-ordination	Ness Archer

Team Leaders and Co-ordinators

Calista Rajadurai
Rachel Cowling
Shayla Williams

Support 2ICs

Faustino Aboka
Babu Paramby



To all our Families and

Thank you!

Minimbah staff and participants would like to thank the families of Minimbah who have actively assisted Minimbah, either financially or in their time, through their enormous continuing support and input provided across a very difficult year.

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



Residents of the Southern Cross Retirement Village—Marsfield

During Covid, Minimbah has developed a strong support relationship with the retirement village residents, several of whom have provided financial and other material support to Minimbah.



The Epping Branch of Rotary have been a long term supporter of Minimbah, particularly providing formal recognition of staff for their commitment, dedication and contribution to our community through their Pride of Workmanship Award and not-for-profit support donations.



Westpac through their Westpac Foundation Board Observership Program—providing independent governance support to our Board members.



MinterEllison for the pro bono legal support across the year, particularly with the transitioning of our legal structure, due to the growing size of Minimbah and the reporting requirements necessitating such a change.



Supporting Minimbah



Why support Minimbah?

Minimbah appreciates every bit of additional support it receives. These supports enable Minimbah to provide additional opportunities to the people we support. Whether it be financial, time or active volunteering, your contributions are highly valued. Minimbah was founded from the passions and concerns of unmet need by local families.

Minimbah is not your “average” disability day support centre, yet our funding is based on industry averages, often leaving a substantial operating shortfall. We always need to be proactively addressing ways we can offer more inclusive and appropriate supports for our people that offer challenge, opportunity and growth in all areas of their life.

Minimbah is not directly funded by any government body. The NDIS funds participants directly and depending upon the allocation of individual funding allocated to them, they “purchase” the necessary supports from various disability support providers. This is often a challenge for participants to be funded appropriately to meet their needs.

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

We are continuing to undertake some significant master planning opportunities for our Marsfield site, to optimise the use of our great property and expand on the range of quality supports we already offer. Quiet spaces are very high in demand and with increasing complexity in behaviours space becomes limited. Part of the master planning is to assess the feasibility of adding some sensory room and quiet space facilities on to our existing land space and from the main building of Minimbah.

Covid has continued to set many of our plans back temporarily, but we will continue to press forward. We are always seeking long term support relationships with families, members of our community and local businesses that have similar values to Minimbah.

How to support Minimbah

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

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.

With your ongoing support Minimbah is able to deliver those “extras” that add to the individualised support provided for each person . Thank you.



THANK YOU
for helping us,
supporting us and
encouraging us
on our journey towards
“making the best life for our people”.

