

Be happy at home



Annual Report 2023



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Annual General Meeting

Agenda

Tuesday,

28th November 2023

Meeting Commencement
at 2.00pm

Venue: Belong at Home
Bunbury Hub

3 Parade Road, Bunbury

1. Welcome and Housekeeping
2. Acknowledgement of Country
3. Apologies
4. Confirmation of Minutes of Annual General Meeting 22nd November 2022
5. Chairperson's Report
6. Chief Executive Officer's Report
7. Finance Report to 30 June 2023
8. Appointment of Auditor for 2023/24
9. Confirmation of Board Members
10. Election of Board of Management Office Bearers
11. General Business
12. Close and Refreshments

Community Home Care Inc.

Annual General Meeting 2022 Minutes

Date: 22nd November 2022

Location: 3 Parade Road, Bunbury

1. Opening and Welcome

Community Home Care Inc (CHC) Board Chairperson Angelo Logiudice (Chair) welcomed members and guests.

The Chair acknowledge the traditional custodians of country throughout the Southwest and recognised their continuing connection to land, waters and culture. He paid respect to Elders past, present and emerging.

The Chair confirmed that guests were welcomed at our AGM but are not permitted to move, second or vote on any motion, recommendation or appointment. Guests of note for recognition included:

1. CHC Board Members
2. CHC Executive

2. Attendance and apologies

2.1. Attendees:

Angelo Logiudice	Member/Board Chairperson
Roger Veen	Member/Board Vice Chairperson
Ray Thomas	Member/Board Member
Fran Temby	Member/Board Member
Heather Magee	Member/Board Member
Ann Clifford	Member/Board Member
Krystal Laurentsich	Member/CEO
Andrew Robinson	Member/Staff Member
Joan Birkett	Member
David Priestly	Member
Gloria Foreman	Member
Marieta Simmons	Executive
Julie Cooper	Executive
Sheree Jones	Executive
Mel Smith	Executive
Wendy Newell	Staff
Nicole Vardaro	Staff
Cordelia Slater	Staff
Zoe Coetzee	Staff
Paul Spinelli	Staff
Karen O'Dea	Volunteer
Maria Cavallo	AMD
Wenda Prichard	Guest
Jeff Beckett	Guest

2.2 . Apologies:

Hon Mark McGowan MLA	Tim Partridge AMD
Hon Dr Steve Thomas MLA	Brian Moore
Hon Done Punch MLA	Cr Leanne Wringe
John Nicholas BRN CRC	Donna Rudolf

Quorum: required 5 members personally present.

Under our constitution Association Object C, a quorum for membership meetings is 5 members, 11 members were confirmed present by the Chair. The meeting was duly convened.

3. Confirmation of the minutes of the AGM held 15th November 2021

The CHC Chair called for a motion to approve the Annual General Meeting 15th November 2021 Minutes as circulated.

Moved: Andrew Robinson

Seconded: Fran Temby

4. Chairperson's Report

CHC Chair Angelo Logiudice presented his report from the printed and circulated CHC Annual Report. A special mention and thankyou to the fellow CHC Board Members, Staff, Volunteers, Executive and specifically the CEO Ms Lauretsch for their efforts and commitment over the past 12 months.

The CHC Chair called for a motion to adopt the Chairperson's Report as presented.

Moved: Ray Thomas

Seconded: Ann Clifford

5. Chief Executive Officer's Report

CHC Chief Executive Officer Krystal Lauretsch presented her report from the printed and circulated CHC Annual Report. A special mention and thankyou to the fellow CHC Executives, all staff, volunteers and CHC Board Members- all volunteers of the organisation.

The CHC Chair called for a motion to adopt the Chief Executive Officers Report as presented.

Moved: Heather Magee

Seconded: Gloria Foreman

6. Finance Report to 30 June 2022

CHC Executive Manager of Finance Peter Logvyn presented the Financial Report and audited financials from the printed and circulated CHC Annual Report. Maria Cavallo (AMD Director-Audit) was in attendance and confirmed the financial audit process and confirmed the audit outcome and opinion.

The CHC Chair called for a motion to adopt the Finance Report and Financial Statements to June 2022 as presented.

Moved: Ray Thomas

Seconded: Roger Veen

7. Appointment of Auditor for 2022/23

The CHC Chair called for a motion to appoint AMD as auditors for the year ending 2023.

Moved: Heath Magee

Seconded: Ann Clifford

8. Confirmation of 2022/23 Board Members

Three Board Members have continuing terms into 2022/23 being:

- 1.Jane Manning (Expiry 2023)
- 2.Francine Temby (Expiry 2023)

One resignation from a Board Member with a continuing term has been received, with resignation effective at this AGM:

- 1.Brian Moore

On behalf of the Board and CHC, the Chair acknowledged and expressed our appreciation of Brian Moore's contribution to CHC's Board since 2017. Brian was an apology at the AGM.

Three nominations were received for renewal of Board Membership each for 2-year terms expiring 2024 being:

- 1.Angelo Logiudice- Donnybrook
- 2.Heather Magee- Collie
- 3.Roger Veen- Bunbury

Two new nominations for Board Membership for 2-year terms expiring 2024 were received from 2022 casual Board members:

- 1.Ann Clifford- Donnybrook
- 2.Ray Thomas- Bridgetown

As only 5 nominations were received against the 11 maximum vacancies, the three renewing nominations are hereby accepted for a two-year term, expiring 2024. The two new nominations are accepted for a two-year term, expiring 2024. The remaining vacancy(s) may be filled through the casual vacancy recruitment processed outlined in the association's constitution.

The CHC Chair called for a motion to adopt the Community Home Care Board appointment for 2023 as presented.

Moved: Fran Temby
Seconded: Gloria Foreman

9. Election of Office Bearers of Board of Management

One nomination each has been received for the office positions of Chairperson, Deputy Chairperson and Secretary for 2022/23. As such, the Chair was not required to vacate the seat for this agenda item and nil voting was required for these positions. The Board Members were duly confirmed elected.

The office holders for 2022/23 were confirmed to be:

- 1.Angelo Logiudice- Chairperson
- 2.Roger Veen- Deputy Chairperson
- 3.Francine Temby – Secretary

No nominations had been received for the position of Treasurer. The chair called for nominations from CHC Board Members for the vacancy.

Board members who meet the criteria for nomination include:

- 1.Jane Manning
- 2.Heather Magee
- 3.Ann Clifford
- 4.Ray Thomas

Ray Thomas nominated himself for the role of Treasurer. This resulted in a single nomination for the office positions of Treasurer for 2022/23. As such, nil voting is required for these positions and the Board Member was considered elected as confirmed below.

- 1.Ray Thomas- Treasurer

10. General Business

A client in attendance commented on communication between the site office and clients regarding changes to service. This feedback was accepted by the CEO and will be followed up outside the AGM by the site manager.

11.Closure

Time: 2.56pm
Members were invited to join the CHC Board of Management for light refreshments following the meeting and were thanked for attending.

Meet our Board Members



Chairperson - Angelo Logiudice

Angelo has been a Board Member with Community Home Care since 2011. A CHC representative for the Donnybrook Balingup community, he has been chairperson of the Board for the past 5 years.

Angelo owns a small family business in Donnybrook and a cattle property in Kirup. Having spent 8 years as a Councillor on the Shire of Donnybrook Balingup, he has also previously held the role of Shire President. Angelo has been a board member

on the Donnybrook Capel Community bank since 2007, with 3 years in the chairperson position. Further building on Angelo's governance experience, he is a current committee member and Deputy Chairman of the Donnybrook Balingup Ratepayers and Residents Association.

With this wide breadth of experience in local government, strategy and governance, Angelo is well positioned and proficient to lead the Community Home Care Inc. Board of Management in the role of Chairperson.



Vice Chairperson – Roger Veen

Roger has sat on our board since 2012. A Bunbury representative, Roger, until his retirement, owned an award-winning building design company in Bunbury. Roger is active in the Bunbury community being a member of rotary and a board member with Enable WA,

where he holds the office position of chairperson. Roger brings invaluable experience in governance, strategy, Project and Business Management to our Board.



Treasurer – Ray Thomas

Ray joined the CHC Board in 2022, he has been a resident of Bridgetown for the past 19 years. Ray's experience profile includes 21 years in accounting, finance, sales and marketing roles in the heavy equipment industries education in the sales and marketing disciplines.

Ray has been an active Meals on Wheels and transport volunteer for many years, prior to making the decision to "give back" further to the community by enhancing our organisation's cause as a board member.



Ann Clifford

Ann joined the CHC Board of Management in 2022. Her goal is to strive to contribute to the team and support the staff in providing care to the elderly in every stage of their lives. A retired Registered Nurse, Ann has extensive experience in Clinical Care, Quality,

Midwifery, Nursing education, Health Service Management and Aged Care .

Highlights of her career have included working for the RFDS as a flight sister in Carnarvon, Director of Nursing of the Donnybrook hospital, lecturing in the nursing programme at ECU in Bunbury and more recently teaching and managing staff in Aged Care.

Growing up on a farm in Kirup and many years later returning to marry a Donnybrook farmer, Ann knows the South West well. Her interests include judging olive oil as an accredited West Australian judge and playing seniors tennis for WA.



Secretary – Francine Temby

Fran joined the board in 2017 as a result of our amalgamation with BESS where she held the position of Chairperson of the BESS board. She had been secretary of our CHC board since 2018. Representing Margaret

River, Fran is a retired registered nurse who along with an extensive nursing career has held positions as Director of Nursing /Manager of Margaret River Hospital until 2005. The Margaret River Hospital provides for 8 aged care beds and 12 acute care beds. A Shire Councillor from 1999 – 2000 Fran led a committee that lead the opening of the 46 bed Residential Care facility- Mirrambeena, together with 40+ Independent Living Units and a Day Centre in Margaret River.



Jane Manning

Representing Busselton, Jane transitioned across to the CHC board from BESS in 2017. Although now retired, Jane worked in Government for over 25 years, 22 being with the South West Development Commission working across the Southwest,

with her latter years focused on the region of Vasse. She has extensive experience working in partnership with Local and State Government agencies and local Community Groups. Jane has held previous positions as chair of Waratah and Chairperson of Milligan in Bunbury.

Jane has been an instigator of the introduction of new social programs to the state that have brought about extensive social change, resulting in a lasting impact particularly in small rural communities.

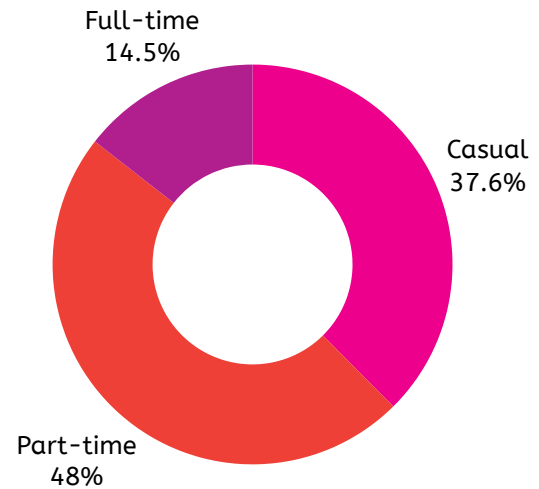
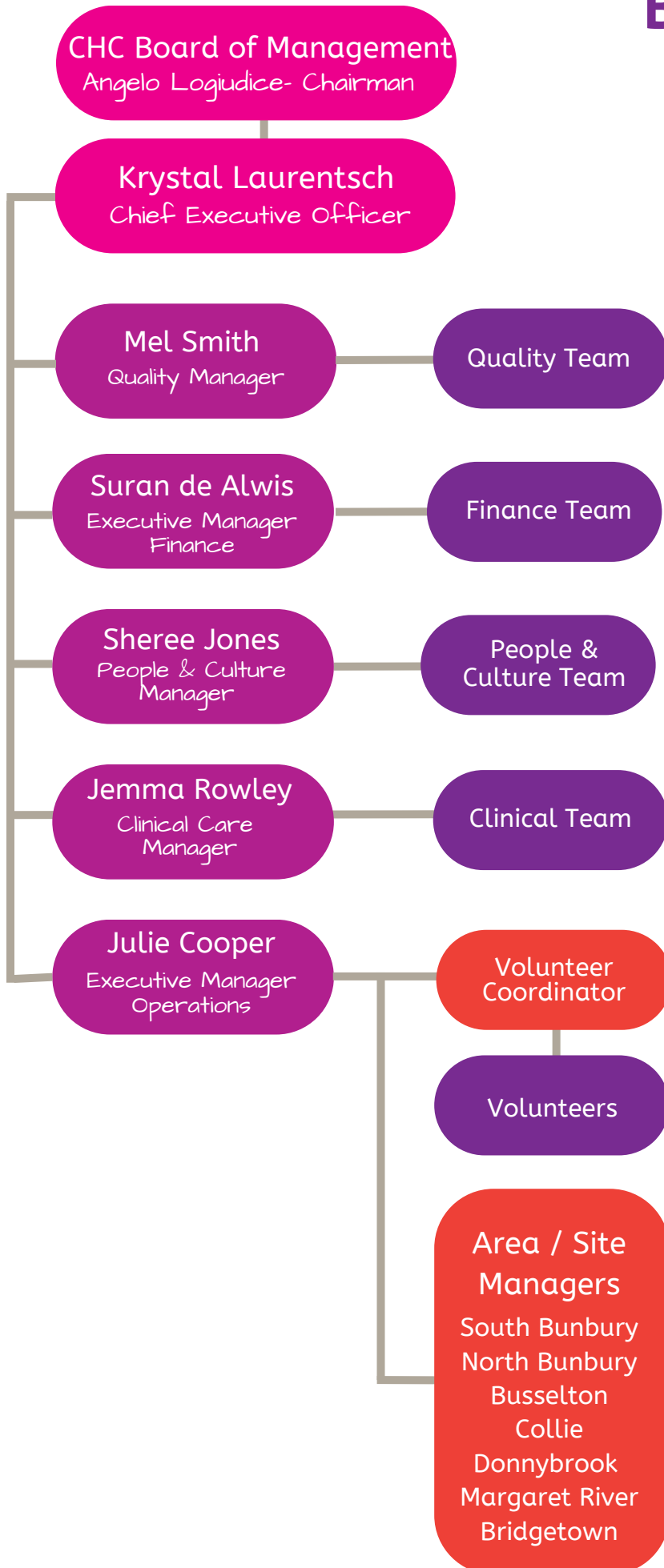


Heather Magee

Representing the Collie area, Heather holds a Bachelor of Arts from the University of WA, majoring in history. She also holds a Certificate 3 in Aged Care and Disability. Heather has previous experience working in both the aged & disability fields,

she also holds the valuable consumer representative portfolio on the Board with her Father being a long-term client of CHC. Heather previously sat on the board of the Collie Senior Citizens and the Collie HACC service prior to their amalgamation with CHC.

Team Belong at Home



173 Employees



268 Volunteers



Chairperson's Report

Angelo Logiudice



On behalf of Community Home Care Incorporated, I am proud to present you with our Annual Report for 2023. It is a privilege and an honour to continue in the lead officeholder position of chairman this year and I take this opportunity to recognise the commitment and efforts of my fellow Board Members. I specifically acknowledge Ann Clifford and Ray Thomas, in their first full year on our Board during which each took on chair positions in the respective sub-committee of Clinical Governance and Finance, Risk & Audit.

My sincerest gratitude is extended to our CEO Krystal Lauretsch and the executive team, whose dedication and commitment to excellent performance empowers our organisation to rise above challenges to continue to deliver on our vision, mission and purpose.

Our excellent financial results as showcased in this report, are the deliberate results from our dedicated, passionate and talented management team. Producing such a surplus allows the Board scope to support and approve additional proposed capital and operational expenditure in line with our strategic plan, with direct positive outcomes for our clients and communities. I extend my thanks to our Auditors AMD, lead by Tim Partridge, for their ongoing excellent service to our organisation in their auditing activity.

Strategically, our organisation has undergone significant change in the 2022/23 year. Community Home Care (CHC) developed and adopted our new name of **Belong at Home** following an extensive rebrand project.

Following sustained growth in our Bunbury based services and clinical services (inclusive of palliative and comprehensive nursing care), the Board supported investment to expand the clinical care team in Bunbury and separate the Bunbury site into separate South Bunbury and North Bunbury Sites. The relocation of the Corporate Team to a dedicated Corporate Office location was an appropriate and logical proposal that was supported by our strategic plan.

In line with sector reform changes, Belong at Home has participated in provider governance activities, including establishing our Client Advisory Committee and Quality Care Advisory Body. Our Board confirms that the majority of our board members are independent, supporting good governance and decision making.

The "Support at Home" program is a much-awaited initiative that aims to provide assistance and support to individuals who prefer to age in place. This program was initially planned to launch earlier, but due to unforeseen circumstances, the launch has been rescheduled to July 2025. Belong at Home also has supported and complied with the reform activities of Implementation of the Financial and Prudential Monitoring, Compliance and Intervention Framework plus the Regulation of and caps to Package and Care Management fees. While some of these changes have been confusing and complex for clients, our team have worked diligently to communicate changes and impact effectively whilst actively planning to minimise adverse impact to clients.

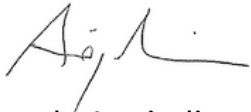
Our management of Covid-19 has been outstanding, I commend all team members for their role in achieving these excellent outcomes in challenging conditions.

This year we farewelled long-term employee Andrew Robinson. Andrew had been a valuable member of our team for over 15 years. His dedication, hard work, and positive attitude were an inspiration to all of us. As we move forward, we will strive to honor Andrew's legacy by upholding the values and principles that he embodied.

Thank you

In conclusion, I take opportunity to acknowledge and express the Board's gratitude of our employees and volunteers who have supported our 3000 plus clients over the 12 months through their diverse roles. I am humbled by your resilience, dedication and unwavering commitment in support of our clients living meaningful, connected and full lives in their own homes.

Respectfully,



Angelo Logiudice- Board Chairman



Thank you & farewell to long-term employee, Andrew Robinson.
Featured here: Jane, Andrew, Krystal & Angelo



Our Board & Executive were proud to present our new brand and the associated commitment to our stakeholders earlier this year.

Featured left to right: Suran, Julie, Marieta, Krystal, Sheree, Mel and Angelo.

Members of our Leadership team, Board Chair Angelo and Board Member Fran attended peak body ACCPA's WA State Conference in late June 2023.
Featured left to right: Fran, Julie, Krystal, Angelo, Sheree, Mel & Jess.



Respect

We seek an **inclusive** and **welcoming** environment.

We promote **empathy & care** for ourselves and others



Integrity

We act with **fairness** and **honesty**.

We are **accountable** for our actions



Personal Approach

We embrace **individuality, choice & preferences**.

Our clients are **centre** to our organisation



Continuous Improvement

We embrace **innovation & quality**.

We **listen, learn** & seek out **improvements**

Our Mission

Belong at Home's mission is to provide care, assistance and support to **older people** in the **South West** area, to enable individuals to remain in their own home and enjoy maximum **independence**.

To be **trusted** and **valued** by our clients, their families and communities, providing the services and supports to remain **independent** and **connected**.

Our Vision

Our Core Values

Belong at Home is dedicated to servicing the Southwest of WA.

Be happy at home
(Our Purpose)



CEO's Report

Krystal Laurentsich

Our rebrand to our new name Belong at Home was a highlight of the year. The voices of our people during our discovery sessions facilitated by local agency Jack in the Box (now known as thebox) were clear and consistent. Clients, family members, staff, volunteers, community members all shared what they wanted from us- that we support our clients to both live and die in their own homes. From this story, our new name Belong at Home was born.

Our growth and commitment to expanding our clinical team and their services resulted in the strategic decision to relocate our corporate team members to a dedicated Corporate Office, located in the Bunbury CBD. A bold step, this is the first time in our history that our corporate services have not been co-located with our direct service delivery teams.

In a year filled with growth, challenges, and achievements, together we have embraced the evolving landscape and remained committed to our purpose. None of this would be possible without the dedication and resilience of our exceptional team of both staff and volunteers. They are the heart and soul of Belong at Home, and they continue to drive our success.

Thank you all for your dedication, your commitment, and your passion. Together, we continue to shape a brighter and more compassionate future.

Warm regards,

Krystal

Krystal Laurentsich
Belong at Home Chief Executive Officer

"Our rich history and esteemed reputation across the Southwest of WA is a testament to our positive impact on the community. We continue to build on this heritage with pride and responsibility"

It is a great pleasure to share with you Community Home Care Incorporated- now trading as Belong at Home's performance through the 2022-2023 Annual Report. A journey marked by growth, challenge, achievements, and most of all, a profound commitment to our mission. Our growth story this year is nothing short of extraordinary.

We've increased our presence, effectiveness, and our impact across our 7 communities, with significant increases in the delivery of our Home Care Packages and the number of Commonwealth Home Care clients we serve. Our performance reflects our dedication to serving older people to remain happy and safe at home across the Southwest region of Western Australia. In this endeavor, we've become less reliant on sub-contractors, showcasing our commitment to nurturing our people and attracting new talent to Belong at Home.

Addressing the national critical workforce shortage in the sector is a top priority and here at Belong at Home, we focused on strategies to attract, retain, and develop skilled and compassionate team members. People rely on us, and we rely on great people. We value our caring, encouraging and nurturing team members who embody our vibrant culture, so we can continue to do what we do best.

Clinical Care

Firstly, we take the opportunity to recognise the significant efforts and commitment of our long-term Executive Manager of Care Marieta Simmons who has since left the organisation. Marieta's commitment to and passion for client outcomes was outstanding.

In addition to the improvements already highlighted in this report such as the Belong at Home Client Advisory Committee, our new Quality Management Software LogiQC, improved training and professional development, we have developed our team leaders, empowered our Dementia Champions and undertaken a range of quality improvement activities to strengthen clinical governance.

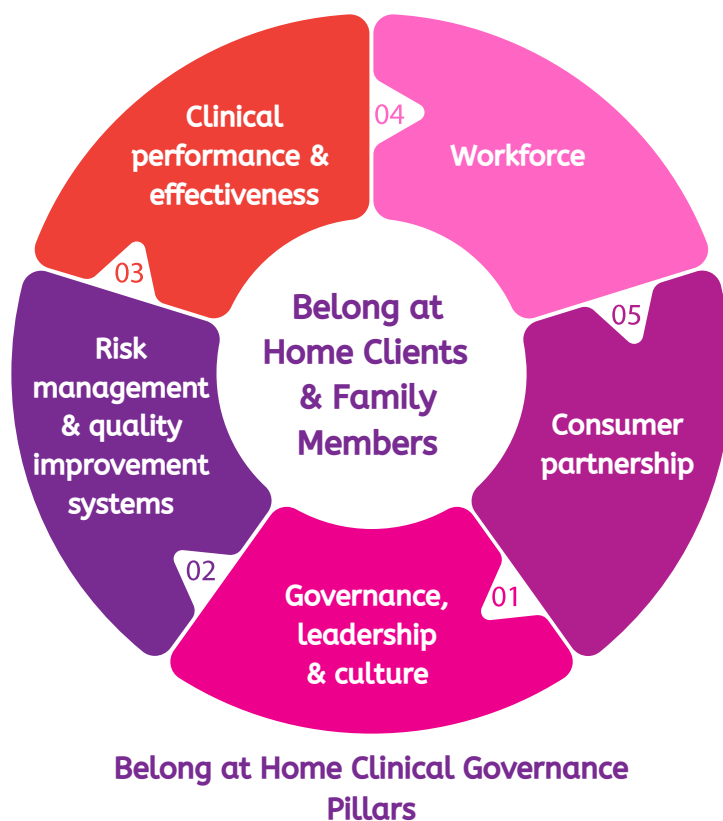
These initiatives have allowed us to enhance our focus on person-centered care, ensuring that each client receives individualised care that meets their unique needs. Our team is dedicated to providing compassionate and high-quality care, and we are continuously striving to improve our services.

Moreover, we have also invested in new technology and equipment to enable our care team to provide the best possible care to our clients. This included improving the functionality of our Client Management Software Sandwai- which enable us to monitor and manage our client's care more effectively. The increasing promotion and use of the Client app by clients and family has also increased transparency and improved communication.

At Belong at Home, we believe that high-quality care is essential for our clients' well being and quality of life. We will continue to invest in our team, processes, and technology to ensure that we maintain the highest standards of clinical governance and provide the best possible care to our clients.

Our clients, employees, volunteers and services continued to be impacted by the ongoing Covid-19 pandemic throughout the year, albeit in different ways. High rates of vaccination and the introduction of effective anti-viral medications drastically lowered the risk of severe illness and death. This meant that we could continue most of our regular activities in our communities, with our employees exercising diligence around infection prevention and control. We developed and maintained our CovidSAFE plan, communicating the details to all stakeholders consistently with positive results.

Our growth in the clinical team and services has been significant in the past 12 months. We have been able to expand our offerings to meet the changing needs of our communities, including the addition of telehealth services for our regional sites and increased mental health support through contracted counselling services. Our clinical team has also been able to conduct more outreach and education programs, helping to raise awareness around important health issues and providing greater access to care for those who need it most.





Our Operations

Julie Cooper

Executive Manager Operations

I am delighted to share the incredible achievements and endeavours of our team throughout the 2022-23 period. Despite the challenges posed by the labour shortage, our devoted operations team has been tirelessly devising innovative solutions to enhance service delivery.

We grew our new service model, in which cleaners and in-home workers have made a significant impact in lightening workloads within the Support Worker roles. This strategy allows the scheduling of Support Workers to more skilled and complex tasks in alignment with their training and qualifications. This activity prompted us to identify an opportunity for traineeships and additional training to further augment the skills of our entry level team members.

Additionally, we have outfitted our home maintenance trailers with fire extinguishers and provided the workers with additional training, ensuring seamless workflow in low risk areas, even during total fire bans. The relaxation of COVID-19 restrictions has enabled staff participation in workshops, events, expos once again.

Our internal meetings and sundowner events have been well attended. The 2022 Christmas parties celebrated the long service of our staff while everyone relished delectable homemade soups accompanied by crusty bread rolls at our 'winter warmers' where we took opportunity to recognise the long service of our volunteers.

We took immense pride in nominating three exceptional individuals for the esteemed WA Volunteer of the Year Awards, as a tribute to their invaluable contributions.

We have recently introduced a new online training platform that offers the latest information, ensuring everyone stays up to date. Additionally, we have successfully renewed all first aid certifications, prioritising safety for our entire team.

In May 2023 we had our first cohort of graduates complete our in-house Leadership Development program for emerging leaders. Through this program we have been able to train and develop our people in line with our core business, mission, vision, values and purpose with the intent that future leadership opportunities will be offered to this cohort as we contingency and succession plan. To date, 4 of the initial 8 participants have been promoted to leadership roles.

In line with our strategic plan we transitioned our younger (under 65 years of age) HACC Continuity of Service (CoS) program clients to a local disability provider in March 2023. With this decision and activity we were ensuring that our valuable workforce are available to provide services to our vulnerable, elderly clients.



The inaugural LDP Cohort

Our People

Sheree Jones

People & Culture Manager



The 2022-23 year has been a prosperous period for both staffing and development as we progress towards meeting client demands and aspire to be a preferred service provider. Our staffing numbers have reached 173 as of June 2023, and we have effectively launched our Certificate III Individual Support traineeship program to enhance the growth of our current workforce.

As part of our strategic initiatives to enhance the growth and advancement of our team internally, we have collaborated with a local traineeship provider, MEGT, and Southwest TAFE to establish our own internal traineeship program. This program is specifically designed for our current Domestic Cleaners, In Home Workers, and Gardeners to attain the Certificate 3 in Individual Support.

We are currently proud to have five trainees in Bunbury, Busselton, and Margaret River who are actively working towards completing their traineeships. These trainees have recently completed their personal care units and are now delivering this service to our valued clients. A special acknowledgment goes out to Susan Wells, Iesha Riches, Jaimie-Lee Jones, Emma-Jane Kerry, and Ken Peters for their commendable efforts.



We are pleased to announce that our staff survey has been successfully conducted for the first time. Furthermore, we have implemented the Altura Aged Care training system across all our staff, ensuring that essential training is completed as a part of their onboarding process.

We are proud to report that our Workers Compensation has shown consistent improvement year on year, reflecting our strong commitment to safety and reporting.

Our leadership team members participated in training in complaint management and incident reporting. Site Managers attended Relationship Australia's Accidental Counsellor Course, designed to support and equip managers to support their team members. Additionally, we would like to extend our congratulations to Melanie McLachlan for successfully completing her Cert III traineeship in May 2023, and for joining us as a permanent employee.

This year, we would like to recognize and express our gratitude to our long-term staff who have reached service milestones of 5, 10, and 15 years. We commend these individuals for their dedication, hard work, and loyalty to Belong at Home.

*Jaimie-Lee, Emma-Jane
& Ken with their TAFE
Lecturer*



Our Volunteers

Wendy Newell
Volunteer Coordinator

"I would like to express my sincere gratitude to all Volunteers for their ongoing generosity in dedicating their time to our clients."

You truly embody the spirit of being Change Makers"

This year, Belong at Home partnered with the Volunteer Southwest ENGAGE Program, an initiative aimed at facilitating the integration of new migrants into their new country. The program aimed to support individuals in the region by helping them find employment and fostering their participation in the local community. We had the privilege of collaborating with Lydia, a delightful new migrant from Argentina who relocated to be closer to her family. This partnership proved to be a fruitful endeavor for all parties involved.

Along with our chairman Angelo, and a group of Volunteers, I had the privilege of attending the Honorable Don Punch MLA Christmas Morning Tea to commemorate International Volunteer Day. The event took place on Saturday, December 4th, at the Bunbury Regional Entertainment Centre.

In May, I along with volunteers Christine, Richard had the opportunity to attend a gathering in honor of Volunteer Week. The event, organized by the Busselton Dunsborough Volunteer Centre and the City of Busselton, provided a wonderful platform for us to connect and celebrate with fellow volunteers and local businesses. We greatly appreciated the experience and the meaningful connections made during this occasion.

Belong at Home put forward a number of volunteers from our organisation for consideration in the "Volunteer of the Year Awards" presented by Volunteer South West. This year's theme was "The Change Makers". Alongside these valued volunteers, I had the opportunity to attend a special event at Bunbury Regional Entertainment Centre, where our nominees were graciously acknowledged with Certificates of Appreciation.

Belong at Home also provided First Aid Training for several volunteers this year to ensure the continuous safety of our clients during transportation.

My most enjoyable aspect of working with Belong at Home is being a part of an outstanding team, having the opportunity to visit various locations, and building strong connections with the exceptional volunteers and staff members.

Well deserved recognition for an amazing program.



Our Quality

Mel Smith

Quality Manager



2022-2023, has been an incredible journey for our Quality Department. We have successfully completed numerous major projects that have truly transformed our organization. The highlight of this year was our seamless rebranding from Community Home Care to Belong at Home, which was embraced wholeheartedly by our wonderful Clients, Volunteers, and Staff.

Rest assured, while we may have refreshed our name, we have kept the iconic pink, purple, and orange umbrella that you know and love. We wanted to ensure that our community is well-informed about these changes, so we launched an advertising and marketing campaign.

You might have spotted our eye-catching advert on the back of a bus driving around Bunbury or seen it in newspapers across all areas where we operate. We have even had radio ads playing! Our goal was simple: letting everyone know that Belong at Home is still here for them, providing exceptional services to help them stay at home - where they Belong.

Additionally, we undertook important initiatives such as upgrading our phone system and changing our IT provider. These endeavors required careful coordination with all stakeholders to ensure minimal disruption in providing services and support to our clients.



Local business Bunbury Hyundai (lead by Fleet Manager Andrew Ingrey) was successful in their tender for our new fleet, local business A1 Signs has applied our new signage

In line with strategic activity, we relocated our Corporate Team to a new premises, creating additional room for service delivery team members at our Bunbury Hub. This expansion allows us to meet the needs of our clients more effectively.

Furthermore, we fully implemented the LogiQC Quality Management System across all sites during the year. This robust software enables us to log and track Improvement Opportunities, risks, hazards, and incidents organisation-wide.

Improving efficiency across operations and confirming our brand, we reviewed and refreshed our fleet under the guidance of our Fleet & Asset Coordinator working closely with key executives. Through the purchase of new vehicles ahead of schedule with many leases ending in September/October 2023, we ensured that Belong at Home is maintaining a modern fleet, well placed to continue to serve our clients.

The hard work invested throughout this busy but successful year is a testament to our dedicated and committed Belong at Home family.



Our Services

187,305 services provided throughout the year



23,844
lifestyle &
wellness activity hours



17,192
transport trips



15,749
garden &
maintenance services



34,682
cleaning, bins &
shopping services



47,409
Meals on Wheels
deliveries



4,829
In-home meal
preparation services



24,305
personal care
services



15,411
medication assistance
services



1,706
nursing
services

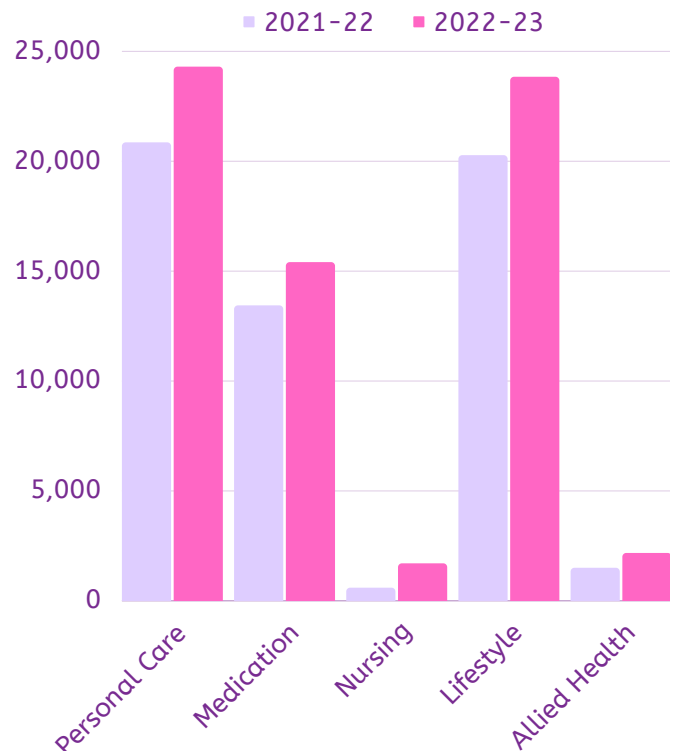


2,178
allied health
services



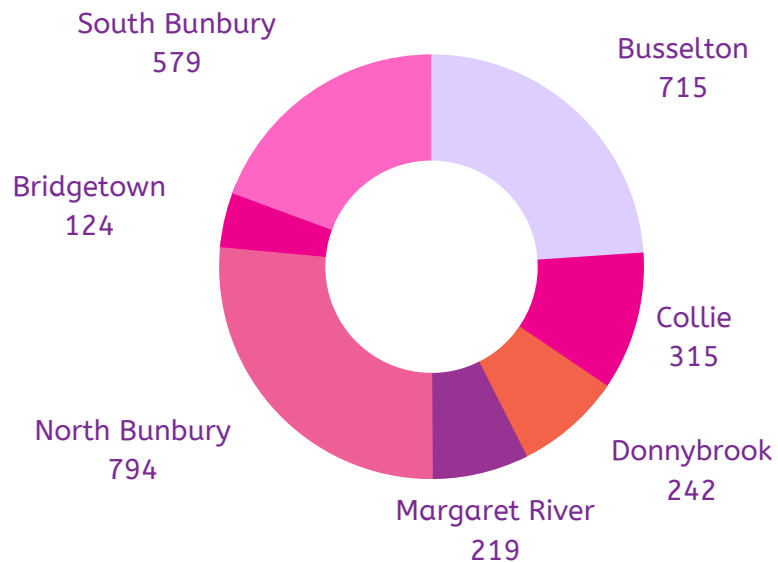
17,784
hours of package
coordination

Celebrating &



Our Clients

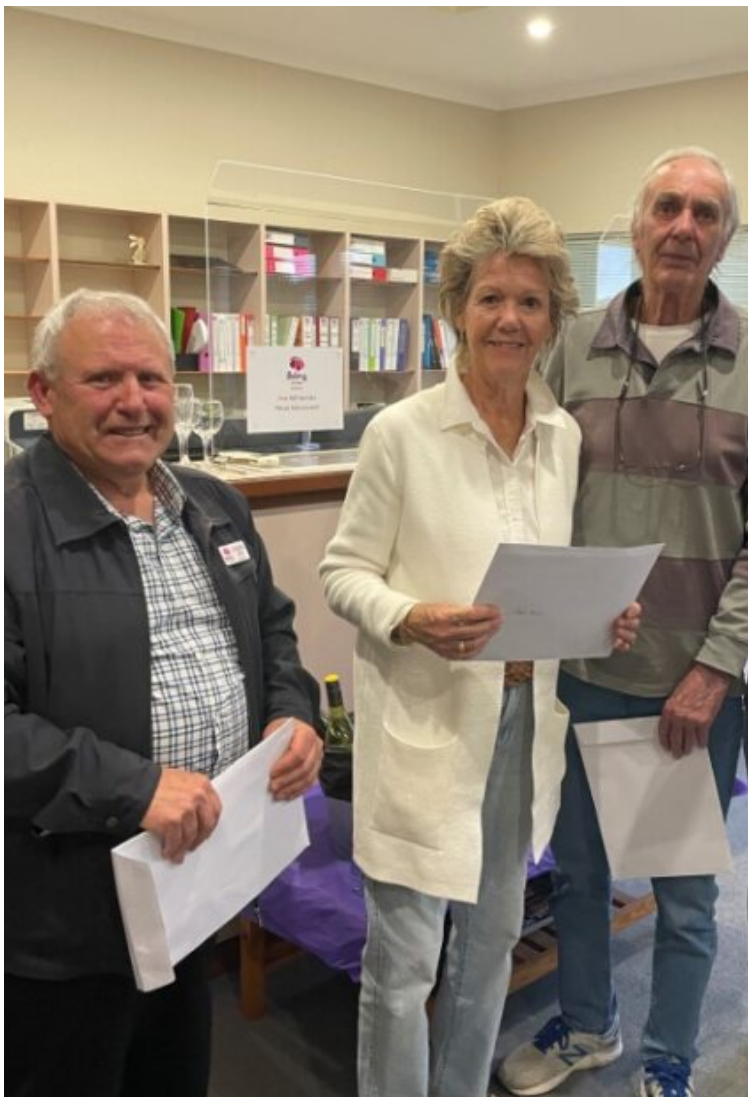
3022 Clients serviced in the year



Long Service Milestones reached this year



Remembering 2022-23





AGM 2022



Belong at Home Launches



Emerging Leaders



Collie

Hannah Adams

Collie Site Manager

As the Collie Site Manager, I find great satisfaction in embracing the challenges associated with my role and collaborating with my team to meet the needs and preferences of our clients. It brings me immense joy to listen to the stories and personal experiences shared by our clients, observing their active participation in meaningful activities.

Rather than feeling depleted, my energy is replenished by the knowledge that we have contributed to enhancing their quality of life in their own homes. The fulfillment I experience leaves me departing each day with a smile on my face.

The Open Day held in November 2022 was highly successful with activities, stalls, visitors, displays, delicious fresh donuts, live music, a BBQ and plenty of laughs!



Our beautiful raised gardens are flourishing



Ceramics is always a favourite activity in Collie



"My most fulfilling aspect of working with Belong at Home is the opportunity to nurture meaningful relationships with our clients. Their stories and unique perspectives have a profound impact on me, and I take great satisfaction in being able to provide the care and assistance they need to lead a fulfilling life in the comfort of their own homes"

Positive feedback has been received regarding staff members who typically do not attend the outing events. Their participation has resulted in positive and enjoyable experiences, which has had a beneficial impact on our clients.



Staying active with dance exercises



Jack (here with daughter Heather) is a regular at our Collie Activity Center



South Bunbury

Donna Rudolf

South Bunbury Site Manager

"It is a busy and evolving role that presents different challenges every day. I like that we are developing a diverse workforce who are passionate about client care. It is a rewarding role, every day you feel you are making a difference in the lives of our clients"

The strategic decision to divide the Bunbury Site into two sites occurred during the year, resulting in the creation of the North Bunbury and South Bunbury Sites and respective Site Managers. Initially trialed, the planned outcomes from the change relates to the creation of smaller, manageable sized teams, client loads and staff workloads.

The South Bunbury site oversees the Bunbury lifestyle program from the Activity Centre and the region's Meals on Wheels program. The North Bunbury site is responsible for the Bunbury Hub reception and transport program.

The Bunbury Social Group participated in the Annual Live Lighter Aged Care Games held at the Bunbury Recreation Centre. A regular event for our team, the event fostered a combination of enjoyment and healthy competition among teams representing different aged care organisations.

The Social Group also participated in Easter-themed activities at the centre, and the egg relay received a positive response. It certainly sparked a sense of competitiveness among the participants. Overall, everyone had a great time.

In March 2023, we took part in the Seniors Activities and Information Day hosted at the Bunbury Recreation Centre. We have installed Stainless Steel benches in our future cafe/ shared Meals on Wheels area, and also in our Activity Center kitchen.



Lola Baker, Easter egg relay



Lola Baker, Live Lighter Games



Celebrating Volunteers



Volunteer Jan Lange, Bunnings Craft outing



Judith as Easter Bunny



Our transport valuable service continues to support our community

North Bunbury

Cordelia Slater

North Bunbury Site Manager

In the month of May to celebrate Volunteers Week, a Coffee Station was set up in reception. As our volunteers came to assist on their scheduled days they were greeted with coffee and cake, presented with a Certificate of Appreciation and gifted a Dome Coffee Voucher.

Volunteer driver, Neil Thomson received a Certificate to acknowledge his 10 years of service. Neil provides the transports for clients going to specialist appointments in Perth.

In November 2022, a prominently displayed Welcome sign was installed above the entrance door, with local Elder Aunty Gloria (Nora) Dann, a Balardong, Wardandi woman providing feedback on the design and use of the Noongar words “Kaya” and “Wandjoo” to welcome visitors to the location.



Some North & South Bunbury Team Members at our new name launch



Our new Bunbury Hub Sign



"Taking up the role of North Bunbury Site Manager has been not only very rewarding, but challenges me in a good way. I love that my work here contributes to helping our aging community to stay at home."

In March, Robert took a cake around to celebrate with our client, Ern on his 104th birthday. Ern was thrilled to be celebrating his birthday with our team, sharing his secret to a long and healthy life with his advice “don’t smoke and the rest is good luck!”



Ern, celebrating his 104th birthday with his Coordinator Robert



The Bunbury Move to Music Group



Busselton

Carolyn van Buren Busselton Site Manager

"My most cherished aspect of working with Belong at Home, is being a part of a team that contributes significant value to clients, allowing them to remain at home. Home is where our clients tell us they want to live out their lives"

Busselton has consistently attracted new clients and experienced significant growth in our range of services over the past 12 months and this has been matched with an increase in workforce. We were thrilled to have two new staff members recently commence traineeships with us to gain their formal qualifications as aged care support workers.

Furthermore, the Busselton office underwent refurbishment earlier this year, which included repainting and re carpeting. The place is looking refreshed and welcoming to clients and team members alike. While the long-term plan for the Busselton site is to own our own offices and provide activity programs from a co-located centre, while we lease our existing property it is important that it remains appropriate, clean and safe.

Enhanced participation in Sundowner events observed among volunteers and staff members, in particular the 2022 Staff and Volunteer Christmas Party was a hit- with delicious food, a special visit from Santa and some very entertaining karaoke!

In line with our organisation's commitment to develop and promote our team members internally, during the year we recognized two internal promotions within the team, including the position of team leader and Client Service Coordinator.

We are glad to have received feedback and comments from both staff and clients expressing a notable improvement in overall team/office morale, although we are aware and committed to ensuring this always remains a focus for our team at all times.



Christmas 2022



Aged Care Employee Day



Some of our wonderful Busselton Office Staff & Volunteers



Origins Market Shopping Outing

Margaret River

Sharon Ross & Leah Tate

Margaret River Site Managers

Margaret River was successful in recruiting local staff this year. As a result, we have been able to enhance the range of services provided to our clients, catering to the increasing number of clients and their needs. This includes offering essential services such as overnight respite and social supports. Consequently, our Support Workers have been able to utilise their skills in these areas, improving overall staff morale.

Additionally, we have allocated additional administration hours to assist our Client Service Coordinator and Site Manager. Furthermore, our outings have gained significant popularity and are frequently fully booked.

We had a fabulous mid-year Sundowner which was well attended by staff and volunteers alike. Our team Christmas Party 2022 was generously funded by the late Rex Dyer and his family, as a gesture of gratitude towards the dedicated local team for their compassionate care provided to Rex.



Margaret River Christmas Party 2022



"My most enjoyed aspect of being affiliated with *Belong at Home* is the ability to positively impact the lives of individuals, as well as collaborating with our exceptional group of local volunteers and staff members" ~Sharon~

Support Worker Tom recently accompanied client Colin to the Butter Factory in Busselton to appreciate the antique farm machinery. Colin has extensive experience with tractors and thoroughly enjoys engaging in conversations about them. When we plan social support for our clients, it is important to us that we know and understand what our client is interested in- so that they are centre to our planning and service delivery.



Client outing to the Butter Factory in Busselton



Winter Warmer 2023 plus Cara's Farewell



Donnybrook

Jess Rudolf

Donnybrook-Bridgetown Area Manager

This year we attended the Donnybrook Community Expo, a component of the Donnybrook Markets held in May 2023. We were pleased to observe a substantial number of attendees, including various community groups. The main objective of the event was to express gratitude and acknowledge the Volunteers who have contributed significantly to support the local community.

A gathering for Aged Care Employee Day was organized at our Donnybrook office, where a staff afternoon tea was held. We are grateful to have received generous contributions from the Big Apple Bakery, who kindly donated all the catering for the event.

The addition of in-house nursing services has been valuable for our higher care clients this year, we look forward to further growth in the upcoming year.



Some of the team celebrating Aged Care Employee Day

"I love being a part of the Belong at Home team! I am drawn to the nurturing team atmosphere and the prospects for personal and professional advancement within the team"

I started my role as Site Manager in July 2022, and I find it fulfilling as it presents new challenges every day. I take pleasure in managing services for our clients through the strategic pairing of support workers with clients based on their individual preferences and personalities. This approach ensures that we effectively cater to our clients' social and emotional needs.

Judith, our Lifestyle Coordinator, delivers exceptional care and support for our clients at both the Wednesday club in Donnybrook and the Welcome club in Balingup. She diligently plans and coordinates a wide range of engaging activities, such as bean bag toss and long golf, that foster physical movement and overall well-being. Thank you, Judith, for the dedication that you show our clients.



Tracey at the Donnybrook Community Expo



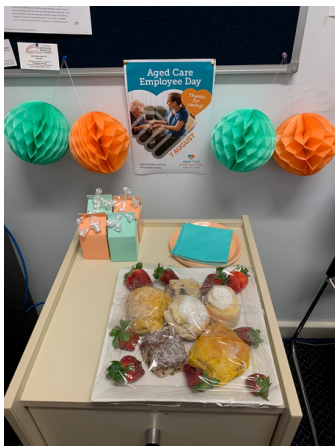
Our Activities Program is well attended and enjoyed by all

Bridgetown

In Bridgetown, my role involves managing a cohesive team of staff members and a dedicated group of volunteers who work tirelessly to serve the local community. Our volunteers in Bridgetown demonstrate exceptional commitment by providing essential services such as transportation and meal deliveries, allowing our clients to stay in the comfort of their own homes and stay connected with the community.

We celebrated Aged Care Employee Day with a team consisting of two Support Workers and one administrator. Since then, we have expanded our team to include gardening and cleaning staff as well.

We continue to service the surrounding towns from our Bridgetown office, with plans to expand our office and services in the new year.



Celebrating Bridgetown staff & volunteers



We have recently started providing Home Maintenance Gardening services in the Bridgetown area, as well as the surrounding regions, through both CHSP and Home Care Package (HCP) funding. Currently, our gardener is dedicated to offering gardening services two days a week. We are aiming to expand our services further during the upcoming year.

Bridgetown staff coordinated a delightful morning tea to commemorate National Volunteer Week. We experienced an excellent attendance on the day, with everyone enjoying homemade delicacies while basking under the sun on the deck at the CRC.

Long-term volunteer Brian Moore resigned from the Board in 2022, his contribution was recognised during the Bridgetown Christmas 2022 Party.



Our Bridgetown Team is small but passionate!





Our Finances

Suran de Alwis

Executive Manager of Finance

"We stand together to make a difference to the lives of others, because we truly care for our communities"

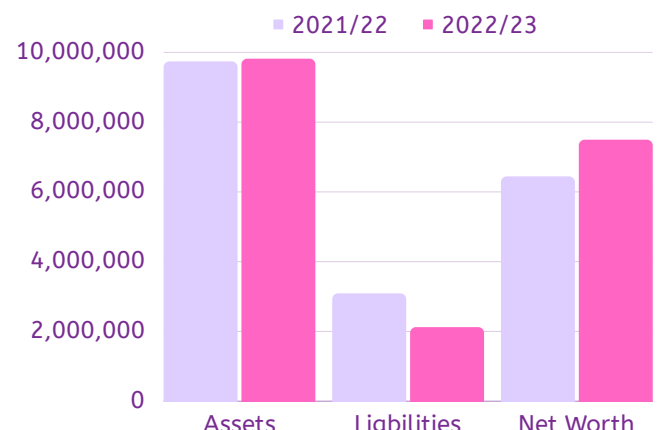
The 2022/23 financial year has been a period of growth, change and improvement for the finance team and Belong at Home's associated business functions. Executive Manager of Finance Suran de Alwis commenced in his role at Belong at Home in February 2023, he leads a small but dynamic team.

In line with our value of continuous improvement and in support of our strategic initiatives, Belong at Home has developed, reviewed and improved internal processes and policies. Our primary goals for the period involved creating efficiencies, streamlining processes, increasing staff satisfaction and improving client experience.

Key activities for the team this year included; transition to electronic processes, establishment of routine payment schedules for creditors, transition to a new primary banking institution, introduction of BPAY as an additional payment option for clients, enhancement of client statements, and improvements in financial reporting.

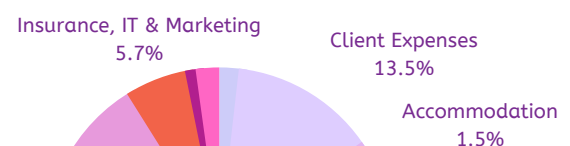
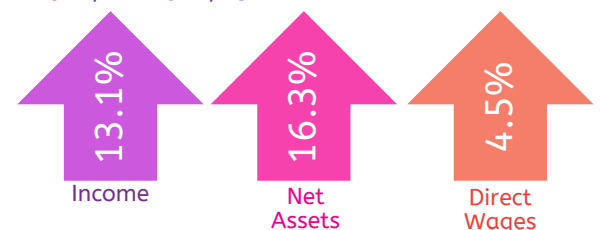
Our excellent financial result this year has primarily been achieved through enhanced utilisation of package funds, cost reduction initiatives, operational efficiencies, and judicious investment strategies.

Belong at Home's ability to achieve a surplus in the year is a deliberate, positive outcome that provides the organisation with the flexibility to plan for future capital expenditures. This surplus will enable Belong at Home to invest in the safety and well-being of its clients and staff, providing a better experience for all. By prioritising safety and investing in the future, Belong at Home is well positioned to continue making a positive impact in the lives of seniors and their families for years to come.



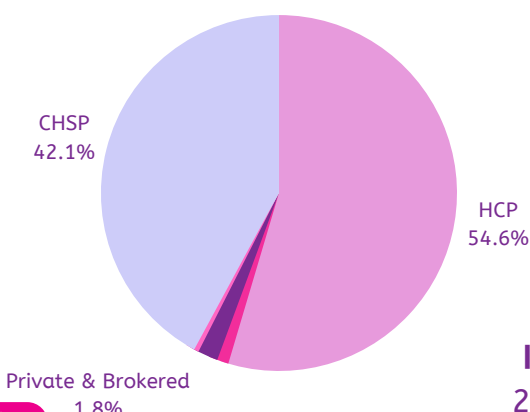
Financial Position

2021/22-2022/23



Expenditure

2022/23



Income

2022/23

Community Home Care Inc.

Statement of financial position

As at 30 June 2023

	Note	2023 \$	2022 \$
Assets			
Current assets			
Cash and cash equivalents	2	2,404,597	6,532,526
Trade and other receivables	3	181,191	143,889
Other financial assets	4	4,000,000	-
Other current assets	5	802,228	576,831
Total current assets		7,388,016	7,253,246
Non-current assets			
Property, plant and equipment	6	2,432,425	2,488,587
Total assets		9,820,441	9,741,833
Liabilities			
Current liabilities			
Trade and other payables	7	500,207	345,888
Provisions	8	615,843	626,895
Other current liabilities	9	1,007,446	2,118,810
Total current liabilities		2,123,496	3,091,593
Non-current liabilities			
Provisions	8	199,603	204,994
Total liabilities		2,323,099	3,296,587
Net assets		7,497,342	6,445,246
Equity			
Retained earnings		7,497,342	6,445,246

The accompanying notes form part of these financial statements.

Statement of profit or loss
For the year ended 30 June 2023

	2023	2022
	\$	\$
Income		
Grant funding		
CHSP funding	4,716,690	4,540,758
HACC funding	54,387	84,155
Total grant funding	4,771,077	4,624,913
Client contributions		
CHSP client contributions	1,040,578	952,863
HACC client contributions	3,716	7,824
Total client contributions	1,044,294	960,687
Home care package funding		
Home care package funding	7,466,065	6,036,714
Total home care package funding	7,466,065	6,036,714
Other income		
Private and brokerage income	251,267	261,007
Interest received	72,012	11,735
Gain on asset disposal	-	12,137
Other income	70,515	182,212
Total income	13,675,230	12,089,405
Direct costs		
Salary and wages	(8,100,995)	(7,755,191)
Consumables	(771,197)	(756,279)
Subcontractors	(936,010)	(749,179)
Volunteer reimbursements	(43,472)	(33,576)
Total direct costs	(9,851,674)	(9,294,225)
Gross surplus	3,823,556	2,795,180

Statement of profit or loss
For the year ended 30 June 2023

	2023	2022
	\$	\$
Expenses		
Administration salary and wages	(1,024,449)	(894,820)
Accountancy and audit	(16,895)	(22,610)
Accommodation	(184,026)	(164,351)
Depreciation and amortisation	(124,583)	(152,897)
Insurance	(471,232)	(505,891)
IT and communication expenses	(206,342)	(191,870)
Marketing and promotion	(46,253)	(14,766)
Motor vehicle expenses	(227,142)	(214,161)
Operating expenses	(213,273)	(162,845)
Other employee expenses	(211,073)	(202,504)
Other expenses	(46,192)	(42,767)
Total expenses	(2,771,460)	(2,569,482)
Net surplus	1,052,096	225,698

The accompanying notes form part of these financial statements.

Community Home Care Inc.

Statement of cash flows For the year ended 30 June 2023

	Note	2023 \$	2022 \$
Cash flows from operating activities:			
Recurrent grants		3,628,056	5,191,357
Client funding and other income		8,261,893	3,970,786
Interest received		72,012	11,735
Payment to supplies and employees		(12,021,469)	(11,693,423)
Net cash flows from/(used in) operating activities		(59,508)	(2,519,545)
Cash flows from investing activities:			
Proceeds from sale of plant and equipment		-	33,156
Purchase of property, plant and equipment		(68,421)	-
Purchase of investments		(4,000,000)	-
Net cash provided by/(used in) investing activities		(4,068,421)	33,156
Net increase/(decrease) in cash and cash equivalents		(4,127,929)	(2,486,389)
Cash and cash equivalents at beginning of year		6,532,526	9,018,915
Cash and cash equivalents at end of financial year	2	2,404,597	6,532,526

Reconciliation of net cash flows from operations with net surplus from operating activities:

	2023 \$	2022 \$
Surplus from ordinary activities	1,052,096	225,698
Adjustments for:		
Depreciation	124,583	152,897
Net (gain)/loss on disposal of plant & equipment	-	(12,137)
Change in operating assets & liabilities		
Accounts receivable and other accruals	(341,761)	114,498
Other assets	(23,306)	(2,473)
Accounts payable and other accruals	(854,677)	(3,017,851)
Provisions	(16,443)	19,823
	(59,508)	(2,519,545)

Statement of changes in equity For the year ended 30 June 2023

2022	Retained earnings \$	Total \$
Opening balance	6,219,548	6,219,548
Profit for the year	225,698	225,698
Closing balance	6,445,246	6,445,246
2023	Retained earnings \$	Total \$
Opening balance	6,445,246	6,445,246
Profit for the year	1,052,096	1,052,096
Closing balance	7,497,342	7,497,342

The accompanying notes form part of these financial statements.

Community Home Care Inc.

Notes to the financial statements

For the year ended 30 June 2023

1. Summary of significant accounting policies

a. Basis of preparation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Constitution and the Australian Charities and Not-For Profits Commissions Act 2012 the Associations Incorporation Act (WA) 2015.

The Management Committee has determined that the association is not a reporting entity. The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

b. Revenue and other income

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

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates. All revenue is stated net of the amount of goods and services tax (GST).

Revenue from funding provided under contractual arrangements, including HCP funding and client income is taken up on a proportionate basis net of GST following receipt of the funds, over the period to which the funding relates, and as performance obligations are met.

Funds which have been received in advance at balance date are recognised as a liability within the balance sheet and carried forward to the next accounting period when required performance obligations will be met.

c. Income tax

The Association is exempt from income tax by virtue of sections 50-1 and 50-45 of the Income Tax Assessment Act 1997.

Community Home Care Inc.

Notes to the financial statements

For the year ended 30 June 2023

d. Property, plant and equipment

Property, plant and equipment are measured on the cost basis less depreciation and any impairment losses. Buildings are recorded at cost and are depreciated at 2%.

Total depreciation expense per class of asset for the year-ended 30 June 2023 is as follows:

	\$
Motor vehicles	23,970
Buildings	48,158
Furniture, plant & equipment	26,408
IT capital	26,047
	124,583

e. Long service leave

Long Service Leave is brought to account as a liability in the balance sheet by employee from date of employee's commencement, with an allowance for on costs. Long service leave for employees with over seven continuous years or employment is recognised as a currently liability, the remainder of the long service leave provision for employees with less than 7 years of service is recognised as a non-current liability.

f. Cash and cash equivalents

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

Term deposits with a maturity exceeding three months are recognised as other financial assets.

g. Goods and services tax (GST)

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

Receivables and payable are stated inclusive of GST.

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

Community Home Care Inc.

Notes to the financial statements

For the year ended 30 June 2023

2. Cash and cash equivalents

	2023	2022
	\$	\$
Cash at bank - Bunbury	2,254,870	6,411,009
Cash at bank - Donnybrook	16,201	15,545
Cash at bank - Bridgetown	16,492	9,474
Cash at bank - Busselton	65,090	57,194
Cash at bank - Collie	22,219	23,433
Cash at bank - Margaret River	27,565	15,017
Cash on Hand	2,160	854
	2,404,597	6,532,526

3. Trade and other receivables

Current	2023	2022
	\$	\$
Trade receivables	212,137	158,721
Less provision for debtor impairment	(30,946)	(14,832)
	181,191	143,889

4. Other financial assets

Current	2023	2022
	\$	\$
Term deposits	4,000,000	-

5. Other assets

Current	2023	2022
	\$	\$
Other assets		
Prepayments	100,011	76,705
Outstanding workers compensation claims	12,335	1,965
GST receivable	-	102,368
Funding receivable	689,882	390,621
Other sundry receivables	-	5,172
	802,228	576,831

Community Home Care Inc.

Notes to the financial statements

For the year ended 30 June 2023

6. Property, plant and equipment

Bunbury	2023 \$	2022 \$
Plant & equipment	122,834	118,926
Less: accumulated depreciation	(109,217)	(102,884)
	13,617	16,042
Motor vehicles	346,573	346,573
Less: accumulated depreciation	(307,707)	(296,901)
	38,866	49,672
Office furniture & equipment	127,581	123,138
Less: accumulated depreciation	(99,113)	(91,210)
	28,468	31,928
Buildings & improvements	2,575,007	2,575,007
Less: accumulated depreciation	(440,201)	(387,594)
	2,134,806	2,187,413
Total	2,215,757	2,285,055
Collie	2023 \$	2022 \$
Plant & equipment	143,597	129,888
Less: accumulated depreciation	(117,196)	(112,428)
	26,401	17,460
Motor vehicles	325,581	325,581
Less: accumulated depreciation	(314,613)	(311,604)
	10,968	13,977
Office furniture & equipment	34,190	34,191
Less: accumulated depreciation	(32,136)	(31,804)
	2,054	2,387
Total	39,423	33,824

Community Home Care Inc.

Notes to the financial statements
For the year ended 30 June 2023

Donnybrook	2023 \$	2022 \$
Plant & equipment	3,556	2,084
Less: accumulated depreciation	(1,891)	(1,669)
	1,665	415
Motor vehicles	86,538	86,538
Less: accumulated depreciation	(77,667)	(75,535)
	8,871	11,003
Total	10,536	11,418
Busseton	2023 \$	2022 \$
Plant & equipment	17,255	10,505
Less: accumulated depreciation	(3,907)	(2,018)
	13,348	8,487
Motor vehicles	242,796	242,796
Less: accumulated depreciation	(218,210)	(210,015)
	24,586	32,781
Office furniture & equipment	20,277	20,277
Less: accumulated depreciation	(20,004)	(19,896)
	273	381
Total	38,207	41,649

Community Home Care Inc.

Notes to the financial statements
For the year ended 30 June 2023

Bridgetown	2023	2022
	\$	\$
Plant & equipment	6,957	6,957
Less: accumulated depreciation	(2,458)	(1,331)
	4,499	5,626
Motor vehicles	34,410	34,410
Less: accumulated depreciation	(28,286)	(26,244)
	6,124	8,166
Office furniture & equipment	1,794	1,794
Less: accumulated depreciation	(1,092)	(792)
	702	1,002
Total	11,325	14,794
Margaret River	2023	2022
	\$	\$
Plant & equipment	5,889	5,889
Less: accumulated depreciation	(1,745)	(910)
	4,144	4,979
Other Assets	2023	2022
	\$	\$
IT capital	251,440	236,672
Less: accumulated depreciation	(169,526)	(141,135)
Total IT assets	81,914	95,537
Low value pool	31,119	1,331
Total other assets	113,033	96,868
	2023	2022
	\$	\$
Total property, plant & equipment	2,432,425	2,488,587

Community Home Care Inc.

Notes to the financial statements
For the year ended 30 June 2023

7. Trade and other payables

Current	2023 \$	2022 \$
Trade creditors	174,860	30,907
Debtor in advance	-	122
Accrued expenses	-	115,772
GST payable	59,270	-
Provision for tax	3,257	-
Superannuation payable	69,213	84,820
Accrued wages	193,607	114,267
	500,207	345,888

8. Provisions

Current	2023 \$	2022 \$
Provision for long service leave	237,866	223,101
Provision for annual leave	377,977	403,794
	615,843	626,895

Non-current	2023 \$	2022 \$
Provision for long service leave	199,603	204,994

9. Other liabilities

Current	2023 \$	2022 \$
Other liabilities	15,116	17,150
HCP client funds	271,160	1,414,181
Unspent capital grants	-	194
Unknown deposits	-	2,869
Funds - Craft Group	-	728
Funds - Collie Ceramics group	-	4,069
Funds - Singing Group	-	62
CHSP funds subject to recovery	253,792	-
CHSP grants in advance	467,378	679,557
	1,007,446	2,118,810

Community Home Care Inc.

Notes to the financial statements

For the year ended 30 June 2023

10. Financial support

The ongoing support of the services provided by Community Home Care Inc. and ability to continue as a going concern is dependent upon the continued receipt of funds from the Australian Government, Department of Health (Commonwealth).

Funding from the Australian Government, Department of Health (Commonwealth) has been secured until 30 June 2024.

11. Bunbury Activity Centre building

The Bunbury Activity Centre (originally known as the South West Wellness Centre) has been constructed on land owned by the City of Bunbury whereby Community Home Care Inc. have entered into a lease with City of Bunbury on 1 September 2013 for a ten year term, with options for a further 10 years and a peppercorn annual rental.

At the date of this report, Community Home Care Inc. have requested the exercise of the 10 year option, but the renewal is yet to be finalised.

12. Collie Activity Centre building

The Collie Activity Centre at 7 Vernon Street, Collie is currently being leased from the Government of Western Australia, Department of Health, with an agreement in place until 2030 and a peppercorn annual rental.

At the date of this report, Community Home Care Inc. are exploring avenues to purchase this property.

13. Property lease commitments

Community Home Care Inc. has the following property lease commitments at balance date:

Office location	Lease expiry	Annual commitment \$
Busselton office	1 December 2025	36,464
Margaret river office	30 June 2023	11,825
Donnybrook office	30 September 2025	13,446
Bridgetown	30 June 2022	5,720
Bunbury office	14 April 2028	42,750

14. Key Management Personnel

The remuneration paid to key management personnel during the year was \$788,817.

15. Related party transactions

During the year mobility supplies totalling \$14,205 were purchased from a business owned by a Member of the Board. There were no amounts outstanding at 30 June 2023.

Community Home Care Inc.

Certificate by members of committee

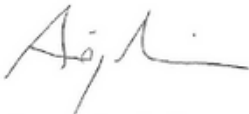
The Board have determined that the association is not a reporting entity.

The Board have determined that this special purpose financial report should be prepared in accordance with *Australian Charities and Not-for-profits Commission Act 2012*, the *Associations Incorporation Act (WA) 2015* and the accounting policies outlined in Note 1 to the financial report.

In the opinion of the Board the attached financial statement:

1. Presents fairly the financial position of Community Home Care Inc. as at 30 June 2023 and its financial performance and cash flows for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Community Home Care Inc. 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 and is signed for and on behalf of the Board by:



Angelo Logiudice
Chairperson

Dated: 19th September 2023



Raymond Thomas
Treasurer

AUDITOR'S INDEPENDENCE DECLARATION

TO THE BOARD OF COMMUNITY HOME CARE INC.

I declare that to the best of my knowledge and belief, during the year ended 30 June 2023, there have been no contraventions of:

- i) The auditor independence requirements as set out in Section 60.40 of the *Australian Charities and Not-for-profits Commission Act 2012* and section 80 of the *Associations Incorporation Act (WA) 2015* in relation to the audit; and
- ii) Any applicable code of professional conduct in relation to the audit.

AMD Chartered Accountants



TIM PARTRIDGE FCA
Director

Bunbury, WA

Dated this 19th day of September 2023

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF COMMUNITY HOME CARE INC.**

Opinion

We have audited the financial report of Community Home Care Inc. which comprises the statement of financial position as at 30 June 2023, the statement of profit or loss, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by those charged with governance.

In our opinion, the accompanying financial report has been prepared in accordance with the *Associations Incorporation Act (WA) 2015* and Division 60 of the *Australian Charities and Not-for-profits Commissions Act 2012*, including:

- i) giving a true and fair view, in all material respects, of the financial position of Community Home Care as at 30 June 2023, and of its financial performance and its cash flows for the year then ended; and
- ii) complying with Australian Accounting Standards to the extent described in Note 1, the *Associations Incorporation Act (WA) 2015* and Division 60 of the *Australian Charities and Not-for-profits Commission Regulations 2022*

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of Community Home Care Inc. in accordance with the ethical requirements of the *Associations Incorporation Act (WA) 2015*, *Australian Charities and Not-for-profits Commission Act 2012* and the Accounting Professional and Ethical Standards Board's *APES 110 Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Emphasis of Matter- Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Community Home Care Inc. to meet the requirements of the *Associations Incorporation Act (WA) 2015* and *Australian Charities and Not-for-profits Commissions Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Emphasis of Matter- Economic Dependency

We draw attention to Note 10 to the financial statements whereby in order to continue as a going concern, Community Home Care Inc. is dependent upon the continued receipt of funding from the Australian Government, Department of Health. Our opinion is not modified in respect of this matter.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *Associations Incorporation Act (WA) 2015*, the *Australian Charities and Not-for-profits Commissions Act 2012* and for such internal control as management determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management are responsible for assessing the Community Home Care Inc's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intend to liquidate the Community Home Care Inc. or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Community Home Care Inc's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made.
- Conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the registered entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the registered entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

AMD Chartered Accountants



TIM PARTRIDGE
Director

Level 1, 53 Victoria Street, Bunbury, Western Australia

Dated this 19th day of September 2023

Acknowledgements

Belong at Home takes opportunity to acknowledge the following groups, departments and organisations for our continued relationship in 2022/23

Funders, Partners and Agencies

Advocare
Advocacy WA
Aged Care Quality and Safety Commission
Alzheimer's WA
ATC Work Smart
Bendigo Bank
National Bank
Cancer Council
Capital Guardians
Department of Health- Western Australia
Department of Health- Australia
GRAI-GLTBI Rights in Aging Inc.
Let's Get Care
Meals on Wheels WA
Parkinson's WA
Services Australia (Centrelink)
South West Palliative Care
The Public Trust Office (Western Australia)
Volunteer South West Inc.
Bunbury Hyundai

Sponsors, Donators & Supporters

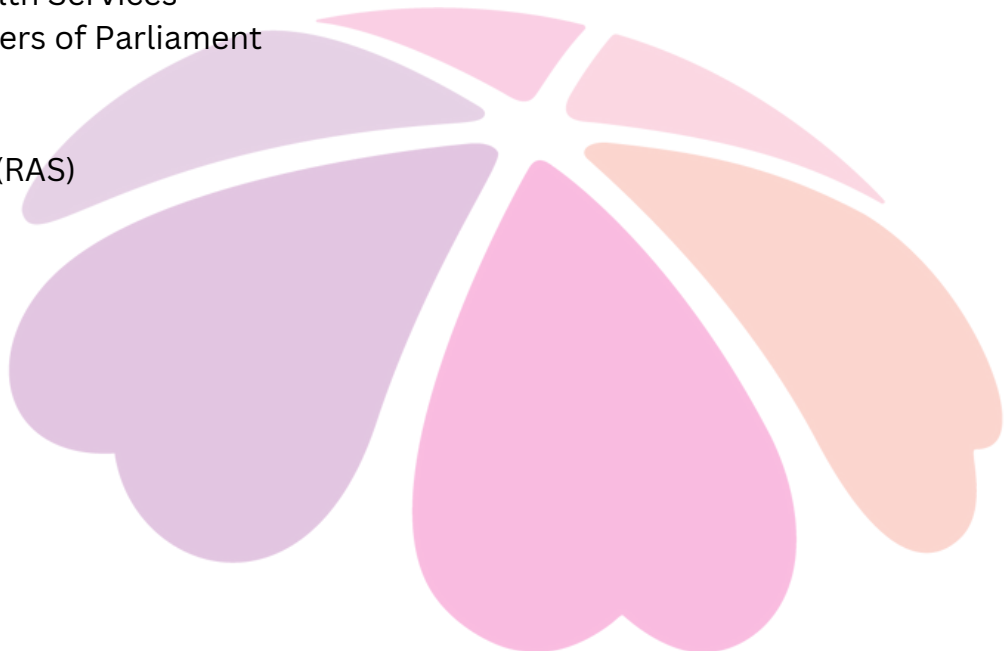
Big Apple Bakery Donnybrook
Nola Marino
Preveli Wines
Rex Dyer
Manjimup Cellarbrations

Most Importantly

Our Clients
Our Staff
Our Volunteers
Client Family Members & Primary Caregivers
Community Members
CHC Association Members

Within each of our serviced areas

Aged Care Assessment Team (ACAT)
Community Resource Centres
Fellow Service Providers
Local Government - Shires and Cities
Local Hospitals and Public Health Services
Local, State and Federal Members of Parliament
Medical Practices
Men's Sheds
Regional Assessment Services (RAS)
Suppliers





Corporate Office

PO Box 1776, Bunbury 6231
info@belongathome.org.au

Bridgetown

Community Resource Centre
150 Hampton Street, Bridgetown 6255
bridgetown@belongathome.org.au

Bunbury Hub

3 Parade Road, Bunbury 6230
bunbury@belongathome.org.au

Busselton

16 Kent Street, Busselton 6280
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Donnybrook

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Margaret River

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