



*Keeping our
community connected
in a year of isolation*

SANDYBEACH CENTRE

Annual Report 2020

PARTICIPANT TESTIMONIALS

An example of the impact a program at Sandybeach has on our community
From the Sandybeach Writing Skills class, taught by Claire Gaskin.

"Being part of the Writing Skills class..has made a huge difference to my belief in myself. I've found I may be much older but I still have something to give. I am learning from the group, and perhaps they are learning from me also."

"Sandybeach Centre has become a very important part of my life. The Writing Skills class has given me, not only writing skills, but has encouraged me to speak in public. It also has created a friendly environment where I've made friends..and it has also kept depression in check. As an older person, having contact with like-minded people of all ages is very important to me. So, in summary, thank you to Claire Gaskin and Sandybeach for providing such a meaningful and important course."

"I've lived in Australia for over forty years but was too shy to connect, to participate in community projects because of my lack of appropriate communication skills. The writing class has greatly improved my confidence in teamwork, in constructive criticism of one's works. I am much more confident in participating in community projects."

"Leaving school at 15 with low literacy compounded other issues I have had to face. Through this course my writing and communication skills have freed me to feel comfortable in everyday tasks. I no longer hide my writing using my arm, I now feel confident when having to fill out forms, I no longer run with embarrassment."

"After seven years at home with small children I felt that I was lacking in the confidence I needed to re-enter employment. The Writing Skills class sharpened my writing skills so that I could apply for work. It also helped with my confidence and my inter-personal communication skills so that I could feel comfortable in a new work environment."

"I came into the Writing Skills course at Sandybeach Centre as a young mother of three, who lacked confidence in my abilities. The skills, confidence and support I have received from the course has been invaluable to me for creating a pathway to gainful and fulfilling employment."

CONTENTS

4	SUPPORTING OUR COMMUNITY DURING COVID-19
5	WHO WE ARE, MISSION AND VISION
6	OUR VALUES
7	STRATEGIC PLAN FOR 2021 AND BEYOND
8	OUR BOARD
9	BOARD CHAIR REPORT
10	CEO REPORT
11	ACHIEVING RECOGNITION IN THE SECTOR
12	SERVING OUR COMMUNITY - THE STATISTICS
14	EMBRACING VIRTUAL EVENTS - SANDYBEACH ONLINE ART EXHIBITION 2020
16	ADAPTING TO ONLINE DELIVERY
18	TAKING A LEAD ROLE IN ENSURING COMMUNITY WELL-BEING
20	TAKING CARE OF OUR TINY HUMANS
21	OUR SUPPORTERS, RENTALS AND FUNDING PARTNERS
22	FINANCIALS





SUPPORTING OUR COMMUNITY DURING COVID-19

2020 was a year like no other and it required a dynamic, creative and caring response.

See below for a summary of the activities that Sandybeach undertook to ensure our community and staff remained connected, healthy and happy.

Summary of our COVID response

Online Activity

17 Online weekly classes

Staff training in Zoom

E-newsletters sent monthly to approx. **1000** subscribers

5 online events as part of National Seniors Week

Outreach

160 Social Welfare Calls Weekly

128 hard copy newsletters & activity packs delivered to participants weekly

Musical program DVDs created & delivered to **over 50** participants with limited internet access

Social Connection

New online art show event with over 50 participants

Social Catch up's on Zoom

Community surveys conducted

Staff Wellbeing

Weekly staff meetings online

Fortnightly newsletter from CEO to all staff

Implementation of Microsoft Teams



WHO WE ARE

Sandybeach Centre is a not for profit community cooperative centre that provides programs and services to the local Bayside community and beyond. The centre's staff and volunteers deliver adult education services, social support and connection programs, early learning via the Childcare program and exercise and lifestyle programs to families and individuals. We also provide access to our facilities for community groups and local small businesses.

OUR MISSION

Sandybeach Centre is an inclusive organisation providing programs and services that enrich the quality of life for our diverse community.

OUR VISION

Sandybeach will become the place to meet, connect, learn and have fun.



OUR VALUES

RESPECT

for all members of our community is important. Without it, the enrichment and change will not be possible. We focus on being respectful of each individual and adopt a person-centred approach in everything we do.

INTEGRITY AND HONESTY

Great results can be accomplished with integrity by honest and enthusiastic people who value their community and actively seek out positive change for everyone. "Do the right thing, be mindful and acknowledge our mistakes".



CARE

Provide a safe and secure environment for staff, volunteers and all who engage with us.

COLLABORATIVE AND INCLUSIVE

- Everyone is welcome

We aspire to work with people from diverse backgrounds and embrace teamwork first in order for all to succeed. We seek to understand the diverse needs of our community and our role in addressing them.





STRATEGIC PLAN FOR 2021 AND BEYOND

Our aim is to develop and grow a sustainable business with innovative programs and services that meet our mission.

Our 3 key strategic goals include **growth**, **relevance** and **quality**, all of which are underpinned by **sustainability**.

The **growth** goal will focus on expanding our services and delivery platforms to cater for additional audiences and unmet need in the community. It will focus on identifying new and emerging trends, building organisational agility and instilling a growth culture internally.

The **relevance** goal will seek to maintain our reputation as a community hub, it will ensure our services meet our community's needs by requiring a continuous review of research, demographic data and community feedback.

The **quality** goal will ensure we are providing the highest possible standard of service to our clients with a focus on respect, inclusivity and a 'person-centred' approach. It will ensure our staff and volunteers have the necessary skills to cater for our diverse client base and that they are supported in a safe, engaged and happy workplace.

Long-term **sustainability** of Sandybeach Centre will be attained by diversifying revenue sources, optimising facility utilisation and renewal and ensuring operational efficiency by focusing on areas of greater impact. It will include systems, procedure and policy reviews to optimise utilisation.



OUR BOARD



(L-R) Elizabeth Hardy, Chris Hill (CEO), Cameron Gregson, Sue Coburn, Peter Bean, Rajah Ramanathan

CHAIRPERSON

Rajah Ramanathan

DEPUTY CHAIRPERSON

Peter Bean

FINANCE DIRECTOR

Stephen Hay

SECRETARY

Rajah Ramanathan

GENERAL MEMBERS

Cameron Gregson, Peter Bean, Elizabeth Hardy, Sue Coburn, Paula Appelhans

Thank you also to our departing members Christopher D’Arcy and Lois Lindsay who retired from the Board in April and May 2020 respectively. We appreciate your service and dedication to Sandybeach Centre.



BOARD CHAIR REPORT



It is with great pleasure that I present our annual report for the year ended 31 December 2020.

The financials will attest to this tough environment and I believe that the economic uncertainty and new unforeseen challenges will continue. The financial result whilst satisfying, does not adequately reflect the hard work, sacrifices and dedication given by all at Sandybeach throughout the year. We have been frugal and conscientiously searched for ways to ensure we extracted the maximum possible benefit and return for every dollar spent. We will exercise diligence and transparency as we move forward.

In 2020, we met and overcame many challenges faced through the passion, resilience and agility of our staff and volunteers. With the lessons learnt, we have also significantly developed leadership skills, knowledge and wisdom, tolerance and a positive 'can do' attitude and culture that has resulted in a more connected, focused and resolute team and organisation. Nevertheless, we dealt with significant uncertainty and fear and the unexpected impact of missing things we often take for granted but which have such a major impact on our very existence. These circumstances threaten to isolate us but we will not allow this to happen.

I am pleased and proud to say that these new found leadership qualities have emanated from the entire management team and that augurs well for the future of Sandybeach. To a large and significant extent, the influence of Mr. Chris Hill, our CEO has contributed to this. Accordingly, I will now refer you to Mr. Hill's report so that you can appreciate the efforts expended and the very satisfying results we have achieved in harsh, often chaotic and unpredictable circumstances and which I am afraid, will continue to be so until we have the virus contained and hopefully, eliminated.

We embarked on a journey of renewal and consolidation last year and this journey continues for we cannot lose our momentum and lag behind

other community organisations or become isolated from the needs of our community. We undertook a major review of our strategy and strategic plan and after much debate, discussion and deliberation, arrived at a mission that "Sandybeach Centre is an inclusive organisation providing programs and services that enrich the quality of life for our diverse community".

This means that we will consult, engage with and listen to what our community needs and will conduct research into our existing offerings and develop new programs to meet these needs so that we can provide and deliver programs that connect us and are inclusive. In saying this, we acknowledge that we may not be able to satisfy every contingency but we will try. Connecting to enrich and improve the quality of life of our community is a paramount objective in all we do. I encourage you to read the report in full to have an appreciation of the work and efforts undertaken during the year to enable us to reach this goal.

On this note, I would like to thank the staff, our wonderful volunteers and my fellow directors for your dedication, passion, care and support. I firmly believe that we will emerge from this uncertainty better equipped to meet anything from left field with courage, strength, compassion and camaraderie. I want to say a special thank you to long-serving staff members Angel Parker and Elana Pedersen for their tenure of 26 years and 19 years respectively to Sandybeach in 2020. Impressive and valuable contributions indeed.

We will remain vigilant and collectively, the Board, staff, volunteers and our friends will always act to ensure that Sandybeach will rise and meet any challenges we face and to remain and stay connected.

Humbly yours, Rajah Ramanathan



CEO REPORT



2020 was a challenging year, there is no denying it. In March, we saw a seismic shift in the way people were able to live their everyday lives and it has perhaps forever changed the way that organisations run.

Through it all though, we have seen inspiring displays of kindness and support and incredibly creative endeavours to keep our communities together and thriving.

This dedication to the preservation of community has formed this year's annual report theme 'Keeping our community connected in a year of isolation'.

Sandybeach Centre staff had to think outside the square this year – from launching online programs, running virtual art shows, filming online concerts, making hundreds of personal phone calls and compiling regular newsletters which were often personally delivered – Sandybeach staff have done it all!

I cannot speak highly enough of our staff and volunteers who have taken every twist and turn in their stride and have gone above and beyond to stay engaged with our community. Thank you for your dedication to Sandybeach Centre and the community that we are a part of.

We maintained our connection with the community via weekly support calls, the delivery and production of 2 amazing newsletters with a focus on learning, fun and engagement and the many Zoom programs to take place of our traditional face to face.

Of particular note this year was a new virtual event, the Sandybeach online art show, of which we had 65 entries. The quality of these artworks was extraordinary and took much of our community by surprise – who knew we had such talented artists surrounding us? Take a look at page 14 for some example of the artworks.

We were also lucky enough in 2020 to be selected as a finalist in the ACFE (Adult Community and Education Board) awards program for our mentoring program, which was designed to get adults with a disability into employment or voluntary positions. It is wonderful to see our staff and the programs they create getting the recognition they deserve. See page 11 for more information on this program.

Thanks to Bayside City Council, we also obtained funding in 2020 to launch an intergenerational program bringing together our childcare and our over 65's communities. Sadly, while we were unable to physically connect, we were able to find ways to bring these two groups together – for example, with childcare students creating artworks to send to our older adults.

Our Childcare and Early Learning Centre, maintained its doors open at the beginning of the year and then in the later part of the year as restrictions loosened slightly. This provided some continuity, respite and support for families in our community.

Thank you to the Board, and in particular our Chairperson Rajah Ramanathan, for providing endless guidance and support and working with myself and the management team to develop the strategic direction for Sandybeach Centre for 2021 and beyond.

Thank you also to all of our supporters, funders, donors and community partners who support our mission to be an inclusive organisation that enriches the quality of life for our diverse community through our programs and services. Without them and our amazing team we will not be able to meet our vision of “becoming the place to meet, connect, learn and have fun.”

We look forward to working with you in 2021, in what we hope will be a less turbulent year.

- Chris Hill



ACHIEVING RECOGNITION IN THE SECTOR

In 2020, Sandybeach Centre entered the Learn Local Awards held annually by the Adult, Community and Further Education Board - Department of Education and Training.

Normally a prestigious gala event, this year the awards were celebrated as a virtual series due to COVID but this didn't take away from the importance of the awards in the sector.

Our program - 'Mentoring - A step towards mainstream volunteering or work experience' was entered into the Victorian Learn Local Pre-Accredited Pathway Program Award. While we were not selected as the overall winner we were selected as one of 4 finalists from a large pool of extremely worthy entrants. As a finalist, not only were we thankful of this fabulous recognition, it also meant that we received \$1000 in prize money to further our programs at Sandybeach Centre.

The Sandybeach Mentoring Program is a wonderfully personalised and successful program, developed by Tutor Emma Raverty and former CEO Sue Hart. It is targeted to adults with a disability who are looking for employment opportunities and it was developed to address barriers that often exist when individuals with a disability are searching for meaningful employment.

In the program, participants are paired with a volunteer mentor, to find and apply for a paid or volunteer work placement. Mentors guide students through the process of identifying their skill sets, interests and employment goals and then assist them in the creation of a job toolkit where participants learn job skills such as resume and cover letter writing, gaining working with children/police checks and developing a 1 minute elevator pitch.

By participating in the mentoring program, participants are empowered and given the tools they need to contribute as active members of the community, obtain meaningful and fulfilling employment and reach their potential. So far, all students who have taken part in the mentoring program have obtained either paid or volunteer employment opportunities - a huge success and testament to the hard work of participants, mentors and staff.

If you are an inclusive business looking to diversify your staffing resources, then please consider hiring a graduate from our mentoring program. Likewise, if you are interested in mentoring a student and working with them to achieve their employment goals, please get in touch with us, it is an incredibly rewarding opportunity.



Department of Education and Training & Adult, Community and Further Education (ACFE) Board

PARTICIPANT DANIEL

Participant Daniel and Tutor Emma. Through participating in the Mentoring Program Daniel was able to obtain 3-6 hours paid work weekly on a permanent part-time basis as a bus boy in a local bar. He also obtained 3 hours volunteer work weekly at a local Op Shop.



SERVING OUR COMMUNITY - The Statistics

933

OVER 65'S & CARER PROGRAM HOURS

OUTPUT: Over 120 individuals received phone call support and regular newsletter and activity packs plus approximately 226 carers and family members were indirectly supported.

OUTCOME: Enhancing quality of life for the seniors and carers in our community, including vulnerable and disadvantaged groups.

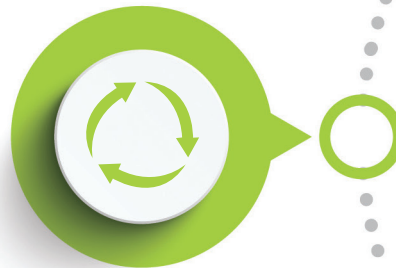


1064

DISABILITY PROGRAM HOURS

OUTPUT: 43 individuals assisted, receiving phone calls, online classes, newsletters and activity packs.

OUTCOME: Maintaining independence and life skills and developing friendships.



260

LIFESTYLE PROGRAM HOURS

OUTPUT: 147 individuals involved in programs including health, exercise and the arts.

OUTCOME: Combating health conditions and disease, improving mood, connecting with others, having fun and being social.



150

COMMUNITY MEMBERS

OUTPUT: 150 community members engaged in new community activities including Sandybeach Online Art Show and Seniors Festival Online.

OUTCOME: Developing friendships in the community, addressing social isolation and encouraging creative pursuits.



2125 VOLUNTEER HOURS

OUTPUT: From 78 individuals.

OUTCOME: Enriching their own lives and supporting others to achieve.



453 EARLY LEARNING CENTRE HOURS

OUTPUT: Over 2 half terms, 94 families supported.

OUTCOME: Children are connecting and contributing to the community and confidently learning whilst parents have a break.



2955 TRANSPORT HOURS

OUTPUT: 656 Hours of transport for programs and 153 hours of driving to deliver newsletters and socially distanced interaction with 2 people assisting.

OUTCOME: Create freedom and social opportunities for those wanting to stay in touch with the community.



93.7% ONLINE PROGRAM ENJOYMENT

OUTPUT: 93.7% of participants who participated in an online program in 2020 enjoyed it (Source: 2020 Sandybeach Community Survey)

OUTCOME: Continuing engagement, learning and social opportunities during COVID lockdown periods.



92% LOCKDOWN ENGAGEMENT SUCCESS

OUTPUT: 92% of participants were happy with how we kept them engaged during lockdown (Source: 2020 Sandybeach Community Survey) **OUTCOME:** Minimised negative impacts of COVID-19 lockdown on mental health and social isolation.



EMBRACING VIRTUAL EVENTS - Sandybeach Online Art Exhibition 2020

Much of 2020 was effected by an inability to interact face-to-face with our community. However, the need for an artistic outlet, inspiration and community interaction was greater than ever. Art has always been an important part of the Sandybeach offering, with art classes and events being held each year. This year however, required an especially creative response to ensure the artists and aspiring artists in our community had the opportunity to flourish.

Staff at Sandybeach worked tirelessly to develop a solution – and what they decided was an online art exhibition. The exhibition was titled 'All Along the Bay', with the goal of taking us on an extraordinary voyage through the wonders of our Bayside area. It was open to anyone with a connection to the Sandybeach community – program participants (including children attending childcare), carers, family members, volunteers and staff. The event opened with an online launch event on Zoom which was very well attended. The launch offered a wonderful incentive for individuals who were new to Sandybeach (and possibly reluctant) to trial this online platform as a way to connect with others at a time of increased isolation.

The exhibition provided a fabulous avenue for all members of the Sandybeach community to engage in their creative skills and work towards something together. The benefits of the event were numerous; it helped to maintain a connection to Sandybeach for participants who were missing visiting the Centre, it provided a creative outlet for people to explore challenging emotions in a difficult year, it improved wellbeing and morale among participants, and it provided an inspiring and uplifting community event for the broader Bayside community.

While we knew we had a talented community, we were blown away by the quality of the pieces that we received and the range of different approaches and interpretations that were produced for this theme. In total, 46 artists submitted 65 artworks!

We hope that you enjoy the images of the winning artworks included in this article and we encourage you to view the exhibition in full at sandybeach.org.au/artexhibition



1ST PRIZE

Anne Tompson, 'Over the Bay'

Sandybeach Online Art Exhibition 2020



2ND PRIZE

Cheryl Frost, 'Seaview'



3RD PRIZE

Germaine Vilbert, 'From a Distance'



CHILD AWARD WINNER

Sophie Hughes, age 8, 'Untitled'



PEOPLE'S CHOICE AWARD WINNER

Zac Barbarino, age 11, 'Patience'



ADAPTING TO ONLINE DELIVERY

Upskilling Staff – Zoom Training

When the need arose to move Sandybeach programs online due to COVID lockdowns, Tutor Alison Leyden was quick to put up her hand to develop a training program for staff in online platform 'Zoom'. Alison created a manual and training course in two parts – one which focussed on Zoom basics and then a more comprehensive course which focused on Zoom tools, tips and tricks for teaching staff. As part of the training, online and phone support was also offered for staff with specific questions or equipment difficulties. Approximately 25 staff and volunteers attended the courses.

When asked how staff responded to the training and new way of working, Alison commented that 'the staff at Sandybeach Centre were amazing and while some were apprehensive about teaching on a different platform, they all knew it was the way forward. Staff were interested and listened, reflected and embraced the technology knowing it was the best way to continue teaching and connecting with their students. I was impressed how quickly many staff developed courses and got them up and running'.

When contemplating on the greatest challenges of the training Alison commented that 'keeping up to date with the changes in Zoom was the most challenging. No sooner did I update the manual than another tweak was made by Zoom!'.

Upon reflection, Alison also commented that a side benefit of the training was that 'it enabled us all to stay connected during a very difficult time. Staff were able to update skills together, discuss difficulties and problem solve solutions... they were not alone, and they are now well placed for the future'.

Delivering online programs - A tutor's perspective

Pennie Johnson, Sandybeach pilates instructor, has a long-standing relationship with our Centre, firstly as a client in Rebecca Quin's 'fabulous Chi Ball class'! Having been a pilates instructor for over 20 years, when the opportunity presented itself, Pennie jumped at the chance to teach some classes at Sandybeach and has been doing so for years.



When the pandemic hit, Pennie was in shock and very resistant to the idea of transferring to online classes as it was a completely new experience for her. Her main concerns were that 'virtual classes just didn't match my teaching style – I like to be very direct with my clients, cue with touch and ensure everyone gets a personalised workout. My classes also have a great energy and I was worried that this wouldn't translate online. I was also mindful that my clients had specific needs from age, surgeries and injuries and I wasn't sure how I was going to cater for these needs online'.

To boost her skills and confidence, Pennie took part in the online Zoom training offered by Sandybeach. Pennie acknowledged that she 'needed to master the technology to feel confident'. Pennie also commented that by doing the training program in a group setting, 'we were able to share information with each other and learn from staff members who had run online

Adapting to Online Delivery

classes before and knew what worked'. Pennie was complimentary of the training program and noted that 'compared to other businesses I work with, Sandybeach was ahead of the game in terms of preparing me for the unexpected, and this definitely happened! I had never thought about things like people not wanting to see their bodies online or the increased isolation my students would feel simply because they could not share a coffee after class. Previous training I had received through Sandybeach on emotional health really assisted me in providing additional support to my class at this time'.

Pennie commented on how her classes evolved during 2020, 'I completely changed the way I ran my classes and as my style evolved we became more relaxed and really embraced it. I actually found that running online classes allowed us a greater freedom and we had an insight into people's lives that we hadn't seen before – we shared cats, dogs and husbands who often came into the picture! Pilates was brought into the home – we could use equipment like cans, pillows and blankets which gave us so many options and gave me an opportunity to push my class and give them exercises they wouldn't normally have done'.

When asked whether online classes would continue in the future, Pennie was optimistic 'Yes, in combination with face-to-face programs of course. Having an online option has given us greater flexibility and made us so much more inclusive of those who are unable to attend our Centre physically. We are able to cater for people who are unable to obtain transport, or people who are travelling and want to participate while on holidays and if we are ever faced with lockdowns again, we are well and truly prepared!'



THE SHOW MUST GO ON – RECORDING 'THE HAPPY SHOW' ON DVD

In a normal year, the Sandybeach music program is a time when the Centre comes alive with music, clapping, singing, cheering and laughing. Music Program Coordinator, Andrea Lees, hosts different performers each week as well as often taking to the microphone herself, being an incredibly talented singer in her own right.

With the music program unavailable in its usual format for much of 2020, Andrea and her team needed a way to get to their beautiful participants and in her words 'let them know we had a smile, laugh and love to give them, even if not in person'.

Andrea had many a sleepless night, figuring out how to make it work. Then she got on the phone and started the ring around to her crew – she wanted to put together a 'Happy Show' DVD with segments from all over the world – from Vegas to Hawaii!

This was no simple task and required all the performers to work from green screens at their own homes so that the show looked like they were all in the same room. Songs were recorded in each of their studios and then compiled together. The show was full of prominent performers – including Peter Sullivan (past Musical Director for Ch 9), Adrian Scott (from Air Supply & Kylie Minogue's MD) and of course Andrea herself. Compiling the shows also took a team of people to help with production, graphics and design. It was a huge task but it was so worth it! 'It was such a joy to create these shows and to hear the responses from our participants and know that we were bringing a smile to their faces was so rewarding'.



TAKING A LEAD ROLE IN ENSURING COMMUNITY WELL-BEING

2020 was a year that saw many closures for Sandybeach Centre and a number of programs cancelled or transferred online. With these enormous changes, staff were conscious of the impact this would have on our community's well-being. To keep the connection with our community strong, Sandybeach staff were flexible, dynamic and quick to come up with alternative solutions that would keep our participants engaged, entertained and supported.

For the older adults in our community

One of the first solutions initiated by staff member Miranda, and heartily endorsed by Coordinator Juliet, was a hard copy newsletter for the older adults in our community when Victoria first went into lockdown. Miranda felt this was an important way to keep in touch with our participants, many of whom live alone or in residential care facilities with limited access to visitors and limited access to technology. The 16 page newsletter consisted of a page from each of our program leaders with content such as music quizzes, tips on keeping healthy, in-home exercise ideas, armchair travel, good news stories, puzzles, mindfulness colouring, reader contributions, stories and pictures from our occasional care children, riddles and 'getting to know you pages' featuring our staff and volunteers. When they could be hand delivered by the Sandybeach bus crew they were (thanks to John, Tony and Angel) and when that wasn't possible Miranda mailed them from home - all 170 of them!

For our participants with a disability

Staff and community collaboration (thank you Jim from MinuteMan Press!) also saw the production of a hard copy newsletter for our students with

a disability which involved worksheets developed by tutors, feel good stories, jokes, happy snaps and inspiring writings and useful resources to support our participants and their carers mental health. These newsletters included a reply paid envelope so participants could return their work to Sandybeach, get it assessed by tutors and then receive feedback during regular phone calls and online classes. 44 copies were sent out each fortnight. Thanks to tutor Margaret for all her work on these newsletters.

Social Support Calls

In addition to newsletters, a social support call roster was developed for Sandybeach participants, in which many staff were involved. Participants were called each week with some calls lasting for 10 minutes and some for up to half an hour, whatever the participant needed. Staff member Margaret reflected that, for our students with a disability, 'many calls involved a chat with their parents first as they were craving contact and a caring person to listen, just as much as the participant was. It was also very helpful having completed Lifeline training previously at Sandybeach, as I was able to recognise people who needed extra mental health support'.

Taking a lead role in ensuring community well-being

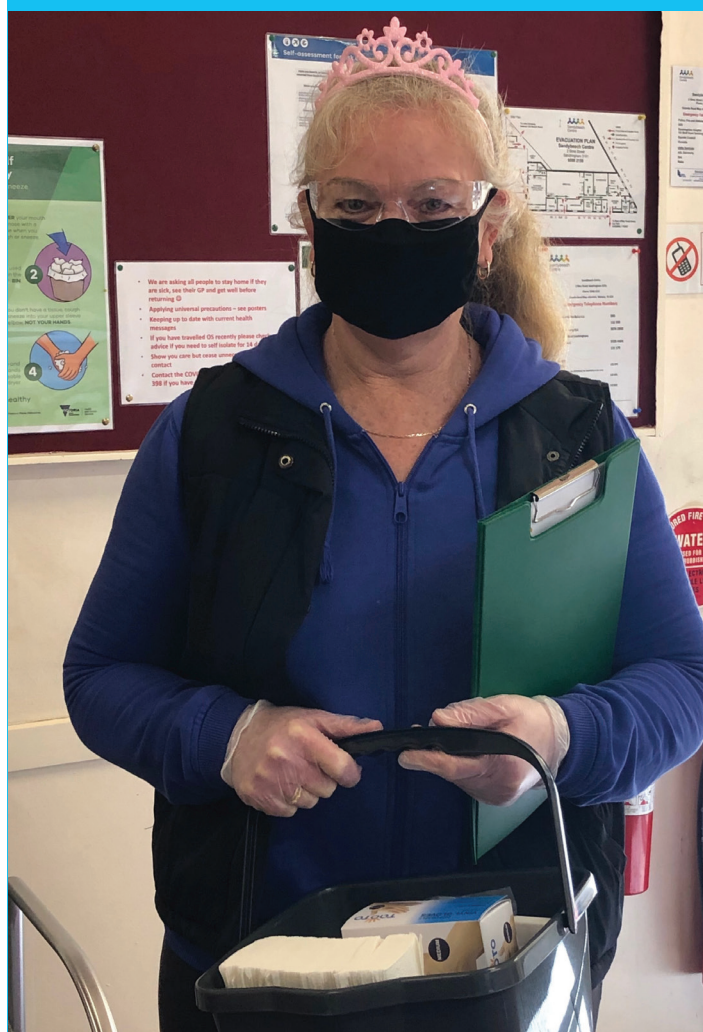


Delivering some Christmas cheer!

Christmas can be a difficult time for many, and COVID made this even more challenging in 2020. Sandybeach is normally a hub of activity pre-Christmas with Christmas themed events, morning teas and general Christmas cheer. With the Centre closed this year, Sandybeach staff decided to take Christmas to the community! Along with delivering the aforementioned newsletters, staff put together a Christmas pack for participants including a Christmas bonbon, a handmade label (made by our children in childcare) and a Happy Show DVD including performances from staff and other prominent entertainers. Staff member Miranda reflected on how it felt to deliver the Christmas packs - 'being able to hand deliver these packs to participants (in a COVID safe way of course) meant that we were able to have some face-to-face contact and personally wish them well which was so important - those we were able to see were so happy to see us and were so appreciative of the continued contact and support during the year'. Staff member Margaret agreed, 'At a time when vulnerable people had been stuck at home for months on end, it really was a lovely way of connecting and making sure people felt wanted. We couldn't go into their homes, only chat at the front door, but many would have loved to have us come and sit with them and share a cuppa. If we could, we assisted in the garden, collecting mail or putting the rubbish bins out. A number of participants had recently lost their lifelong partners and it was really important to have a chat and let them know they were always thought of. It made me feel good to have been a part of bringing joy to such worthy recipients'.

KEEPING OUR CENTRE COVID-SAFE

Sandybeach Centre has been vigilant in following the Victorian Government's pandemic advice and guidelines to provide a safe and flexible environment for all staff and participants. In addition to standard processes such as cleaning checklists, identifying high touch point areas, and implementing QR code registration, Sandybeach Centre has also implemented a new COVID Safe officer (CSO) role. This role is responsible for the smooth running, induction and training of staff and volunteers in COVID safe practices to minimise risk and prioritise the health and safety of our community.



COVID Safe Officer – Elana Pedersen



TAKING CARE OF OUR TINY HUMANS

Like all of us, our young children were incredibly impacted in 2020. Many experienced significant changes to their routines, a lack of contact with other children and limited freedoms.

Carmela Walker, Director of Sandybeach Occasional Childcare and Early Learning Centre, was very conscious of the needs of our little humans during this time and when they were unable to attend our Centre came up with some creative options to keep our children and their families entertained, connected and settled.

Carmela was conscious of the pressure and stress that families would be experiencing and regularly called families to check in and offer support. This was in addition to newsletters and activity packs that the childcare educators put together for children to do at home, which families loved and found kept their children engaged with the Centre.

To remain connected, many childcare families agreed to share photos of what they were doing during lockdown. Not only did this provide familiar faces for the children to look at but it also gave parents ideas of things to do with their children when stuck at home – things like camping in their backyards with pretend fires to toast marshmallows, making spoon pals to place around the neighbourhood and even learning Chinese!

Upon re-opening the centre later in the year, Carmela reflected that 'we as educators were very mindful that we would need to resettle families and the children back into the Centre, so patience, kindness and understanding was critical. However, we were surprised at how quickly the children settled, and the incredible resilience they have shown. It was such a joy to welcome children back to Sandybeach – to see their smiling faces and hear their laughs makes us feel so hopeful for the future'.





OUR SUPPORTERS, RENTALS AND FUNDING PARTNERS

We thank the following people, organisations and Government departments who in 2020 provided support to Sandybeach Centre through in-kind contributions, donations and grants. This support has enabled Sandybeach to better meet the needs of our local community. We also wish to thank the many participants who chose to forego the refund of fees from cancelled programs in 2020. We sincerely appreciate your support.

- Sandringham Lions Club
- Brad Rowsell MP
- Rosemary Sharman
- Minuteman Press
- PSN Family Trust
- Southern Star Coaches
- Buxton Real Estate

Thank you to our rental groups Astrology Group, Bayside Seido Karate club, Body Corporate groups, Little Jem's Cake Co., Sophie Alex School of Dance and Vocally Wild Choir who worked with us to navigate a very challenging year. We look forward to working with these groups again in 2021 and welcoming new community groups to our Centre.



Australian Government
Department of Health



Australian Government
Department of Social Services



Education
and Training



Health
and Human
Services

SANDYBEACH CENTRE 2020 AT A GLANCE





Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Financial Statements

For the Year Ended 31 December 2020

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Contents

For the Year Ended 31 December 2020

Financial Statements	Page
Directors' Report	1
Directors' Declaration	3
Auditor's Independence Declaration	4
Statement of Profit or Loss and Other Comprehensive Income	5
Statement of Financial Position	6
Statement of Changes in Equity	7
Statement of Cash Flows	8
Notes to the Financial Statements	9
Independent Auditor's Report	20
Independent Auditor's Disclaimer	22
Scholarship Fund Financial Report	23
Building Fund Financial Report	24

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Directors' Report

For the Year Ended 31 December 2020

Your Directors submit the financial statements of Sandybeach Community Co-operative Society Ltd ("the Co-operative") for the financial period ended 31 December 2020.

Directors

The names of Directors at the date of this report and for the full year unless indicated otherwise are:

Rajah Ramanathan
Cameron Gregson
Peter Bean
Sue Coburn (appointed 09/06/2020)
Lois Lindsay (resigned 06/05/2020)

Stephen Hay
Elizabeth Hardy
Paula Appelhans (appointed 09/06/2020)
Christopher D'Arcy (resigned 29/04/2020)

Principle Activities

The principal activities of the Co-operative during the financial year were the fostering of post-compulsory education, training and employment within the community and better adapting of post-compulsory education and training to community needs.

Operating Result

The profit for the year amounted to \$371,828 (2019: loss \$72,030).

Significant Changes and State of Affairs

Coronavirus (COVID-19): The Co-operative was significantly impacted by Victoria Government order issued on the 23rd of March 2020 and 6th of August 2020 as part of the measures to reduce the spread of COVID-19.

Revenue was and will continue to be impacted until COVID-19 is brought under control and restrictions eased.

Other than the above, there were no significant changes in the state of affairs of the Co-operative other than those referred to in the accounts and notes thereto.

Matters Arising Since the End of the Financial Year

Reference should be made to Note 18 in the financial report, which details the COVID-19 impact on the Co-operative subsequent to year end.

Other than the above, since the end of the financial year, no matters or circumstances have significantly affected or may significantly affect the operations of the Co-operative, the result of its operations or the state of affairs of the Co-operative in future financial years.

Dividends

The Co-operative's Constitution precludes it from paying dividends to its members. Surplus funds are to be applied in the promotion of the Co-operative's objectives.

Directors' Report (Continued)

For the Year Ended 31 December 2020

Directors' Benefits

Since the end of the previous financial year no Directors of the Co-operative have received or become entitled to receive a benefit, other than a benefit included in the aggregate amount of emoluments received or due and receivable by Directors as shown in the financial statements.

Directors' & Auditor's Indemnification

The Co-operative has not, during or since the end of the financial year, in respect of any person who is or has been an officer or auditor of the Co-operative or a related body corporate, indemnified or made any relevant agreement for indemnifying against a liability incurred as an officer, including costs and expenses in successfully defending legal proceedings.

All Directors of the Co-operative are covered by a Directors and Officers liability insurance policy. Due to a confidentiality clause in the policy, the Co-operative is unable to disclose the nature of these liabilities and the amount of premiums paid.

Auditor's Independence Declaration

A copy of the auditor's independence declaration as required under section 60-40 of the *Australian Charities and Not-for-Profits Commission Act 2012* can be found on page 4 following this report.

Signed in accordance with a resolution of the Directors:



Rajah Ramanathan
Chair



Stephen Hay
Treasurer

Dated this 20th day of April 2021

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Directors' Declaration

For the Year Ended 31 December 2020

In accordance with a resolution of the Directors of Sandybeach Community Co-operative Society Ltd, the Directors declare that:

1. The financial statements and notes, as set out on pages 5 to 19, are in accordance with the *Australian Charities and Not-for-Profits Commission Act 2012* and the *Australian Charities and Not-for-Profits Commission Regulations 2013* and:
 - a. comply with the Australian Accounting Standards applicable to the Co-operative, the ACNC Act 2012 and Regulations 2013 and any other mandatory professional reporting requirements; and
 - b. give a true and fair view of the financial position of the Co-operative as at 31 December 2020 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
2. In the Directors' opinion, there are reasonable grounds to believe that Sandybeach Community Co-operative Society Ltd will be able to pay its debts as and when they become due and payable.

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



Rajah Ramanathan
Chair



Stephen Hay
Treasurer

Dated this 20th day of April 2021

Auditor's Independence Declaration

To the Sandybeach Community Co-operative Society Ltd,

In accordance with the requirements of section 60-40 of the *Australian Charities and Not-for-Profits Commission Act 2012*, as lead auditor for the audit of Sandybeach Community Co-operative Society Ltd for the year ended 31 December 2020, we declare that, to the best of our knowledge and belief, there have been:

- i) No contraventions of the auditor independence requirements of the *Australian Charities and Not-for-Profits Commission Act 2012* in relation to the audit, and;
- ii) No contraventions of any applicable code of professional conduct in relation to the audit.

Dated at Frankston on the 20th day of April 2021



Shepard Webster & O'Neill Audit Pty Ltd
Certified Practising Accountant
Authorised Audit Company No 415478
31 Beach Street Frankston 3199, PO Box 309 Frankston Victoria 3199
Telephone (03) 9781 2633 – Fax (03) 9781 3073
Email – szepefalussy@shepard.com.au



David A Szepefalussy
Director

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Statement of Profit or Loss and Other Comprehensive Income For the Year Ended 31 December 2020

	Note	2020 \$	2019 \$
Continuing Operations			
Revenue			
Grants revenue	3(a)	915,902	1,000,996
Local revenue	3(b)	136,883	496,248
Other revenue	3(c)	1,062,100	-
Total Revenue		<u>2,114,885</u>	<u>1,497,244</u>
Less Expenses			
Advertising and promotion expenses		3,428	10,790
Depreciation and amortisation		23,786	24,104
Employee benefits expenses		1,589,581	1,289,118
Grant & program delivery costs		6,028	5,029
Occupancy expenses		1,505	4,256
Office and administration expenses		112,399	229,394
Professional fees		5,100	3,608
Other Expenses		1,230	2,975
Total Expenses		<u>1,743,057</u>	<u>1,569,274</u>
Operating Profit / (Loss) From Continuing Operations		<u>371,828</u>	<u>(72,030)</u>
Other Comprehensive Income			
Items that may be reclassified subsequently to profit or loss		-	-
Items that will not be reclassified subsequently to profit or loss		-	-
Total Comprehensive Income / (Loss)		<u><u>371,828</u></u>	<u><u>(72,030)</u></u>

The Accompanying Notes Form Part Of These Financial Statements

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Statement of Financial Position

As At 31 December 2020

	Note	2020 \$	2019 \$
Current Assets			
Cash and Cash Equivalents	4	917,020	655,836
Trade and Other Receivables	5	10,210	2,588
Other Assets	6	109,333	14,522
Total Current Assets		<u>1,036,563</u>	<u>672,946</u>
Non-Current Assets			
Financial Assets	7	2,000	2,000
Property, Plant & Equipment	8	1,215,650	1,235,023
Total Non-Current Assets		<u>1,217,650</u>	<u>1,237,023</u>
Total Assets		<u>2,254,213</u>	<u>1,909,969</u>
Current Liabilities			
Trade and Other Payables	9	83,965	95,903
Provision for Employee Entitlements	10	167,196	168,091
Other Liabilities	11	193,162	205,084
Total Current Liabilities		<u>444,323</u>	<u>469,078</u>
Non-Current Liabilities			
Provision for Employee Entitlements	10	10,229	13,061
Total Non-Current Liabilities		<u>10,229</u>	<u>13,061</u>
Total Liabilities		<u>454,552</u>	<u>482,139</u>
Net Assets		<u>1,799,661</u>	<u>1,427,830</u>
Equity			
Issued Capital	12	52	49
Reserves	13	721,233	721,233
Retained Earnings		1,078,376	706,548
Total Equity		<u>1,799,661</u>	<u>1,427,830</u>

The Accompanying Notes Form Part Of These Financial Statements

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Statement of Changes in Equity

For the Year Ended 31 December 2020

	Note	2020 \$	2019 \$
Equity			
<i>Issued Capital</i>			
Balance at the Beginning of the Financial Year		49	106
Issued Capital		3	3
Capital redeemed (membership cancelled)		-	(60)
Balance at the End of the Financial Year		<u>52</u>	<u>49</u>
<i>Reserves</i>			
Balance at the Beginning of the Financial Year		721,233	721,233
Other Comprehensive Income		-	-
Balance at the End of the Financial Year		<u>721,233</u>	<u>721,233</u>
<i>Retained Earnings</i>			
Balance at the Beginning of the Financial Year		706,548	778,578
Profit / (Loss) From Continuing Operations		371,828	(72,030)
Balance at the End of the Financial Year		<u>1,078,376</u>	<u>706,548</u>
Total Equity		<u><u>1,799,661</u></u>	<u><u>1,427,830</u></u>

The Accompanying Notes Form Part Of These Financial Statements

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Statement of Cash Flows

For the Year Ended 31 December 2020

	Note	2020 \$	2019 \$
Cash Flows from Operating Activities			
Receipts from donors, funding agencies and other sources		2,197,790	1,412,685
Payments to suppliers and employees		(1,933,349)	(1,493,239)
Interest Received		1,153	3,490
Net cash provided by / (used in) operating activities	16	<u>265,594</u>	<u>(77,064)</u>
Cash Flows from Investing Activities			
Payment for property, plant & equipment		<u>(4,413)</u>	<u>(3,251)</u>
Net cash provided by / (used in) investing activities		<u>(4,413)</u>	<u>(3,251)</u>
Cash Flows from Financing Activities			
Proceeds from issues of shares		3	3
Payment for cancellation of shares		-	(60)
Net cash provided by / (used in) financing activities		<u>3</u>	<u>(57)</u>
Net increase/(decrease) in cash held		261,184	(80,372)
Cash at the beginning of the year		655,836	736,208
Cash at the end of the year	4	<u><u>917,020</u></u>	<u><u>655,836</u></u>

The Accompanying Notes Form Part Of These Financial Statements

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 1: Summary of Significant Accounting Policies

Basis of Accounting

Financial Reporting Framework

The Directors have prepared the financial statements on the basis that the Co-operative is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Australian Charities and Not-for-Profits Commission Act 2012*. The Co-operative is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

Statement of Compliance

The financial report has been prepared in accordance with the requirements of the *Australian Charities and Not-for-Profits Commission Act 2012*, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: *Presentation of Financial Statements*, AASB 107: *Statement of Cash Flows*, AASB 108: *Accounting Policies, Changes in Accounting Estimates and Errors*, AASB: 1048: *Interpretations of Standards* and AASB 1054: *Australian Additional Disclosures*, as appropriate for not-for-profit oriented entities.

The Co-operative has concluded that the requirements set out in AASB 10 and AASB 128 are not applicable as the initial assessment on its interests in other entities indicated that it does not have any subsidiaries, associates or joint ventures. Hence, the financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

New or Amended Accounting Standards and Interpretations Adopted

The Co-operative has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period, with the exception of the following, where the Co-operative has elected not to apply the recognition and measurement requirements in these standards to these financial statements at this time:

- AASB 15 *Revenue from Contracts with Customers* & AASB 1058 *Income of Not-for-Profit Entities*

Significant accounting policies adopted in the special purpose financial statements are set out in respective notes below and indicate that the Co-operative has elected to not apply the recognition and measurement requirements in Australian Accounting Standards at this time.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of Preparation

The financial statements have been prepared on an accrual basis and are based on historical costs. They do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements:

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 1: Summary of Significant Accounting Policies (Continued)

a) Income Tax

The Co-operative is exempt under Division 50 of the Income Tax Assessment Act 1997 as a non-profit organisation. As such, no allowance has been made for Income Tax.

b) Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial period.

c) 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, and bank overdrafts.

d) Trade and Other Receivables

Trade and other receivables include amounts due from members as well as amounts receivable from donors in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

e) Property, Plant and Equipment

Property, plant and equipment are brought to account at cost less, where applicable, any accumulated depreciation and any impairment in value. The carrying amount of property, plant and equipment is reviewed annually to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows which will be received from the asset's employment and subsequent disposal. The expected net cash flows have not been discounted to their present values in determining recoverable amounts.

The carrying values of plant and equipment are also reviewed for impairment when events or changes in circumstances indicate the carrying value may not be recoverable. If any impairment exists, the assets are written down to their recoverable amount and the loss recognised in the statement of comprehensive income.

The depreciable amount of all fixed assets including buildings are depreciated over their useful lives commencing from the time the asset is held ready for use. Rates of depreciation vary between 2.5% p.a. and 40% p.a.

f) Goods and Services Tax (GST)

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

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

g) Trade and Other Payables

Trade and other payables represent the liabilities outstanding at the end of the reporting period for goods and services received by the Co-operative during the reporting period that remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 1: Summary of Significant Accounting Policies (Continued)

h) Employee Entitlements

Provision is made for the Co-operative's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy any vesting requirements.

Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

i) Impairment of Assets

At the end of each reporting period, the Co-operative reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in results from Continuing Operations.

Where the future economic benefits of the asset are not primarily dependent upon the asset's ability to generate net cash inflows and when the Co-operative would, if deprived of the asset, replace its remaining future economic benefits, value in use is determined as the depreciated replacement cost of an asset.

Where it is not possible to estimate the recoverable amount of a class of asset, the Co-operative estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Where an impairment loss on a revalued asset is identified, this is debited against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

j) Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the Co-operative's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the Co-operative's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 1: Summary of Significant Accounting Policies (Continued)

k) Revenue and Other Income

Non-reciprocal grant revenue is recognised in profit or loss when the Co-operative obtains control of the grant, it is probable that the economic benefits gained from the grant will flow to the Co-operative and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the Co-operative incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

The Co-operative receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in profit or loss.

The Co-operative has elected to not apply AASB 15 *Revenue from Contracts with Customers* or AASB 1058 *Income of Not-for-profit Entities* at this time.

Interest Income

Interest income is recognised using the effective interest method.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

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

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 2: Critical Accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results. The judgements, estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities (refer to the respective notes) within the next financial year are discussed below.

a) Coronavirus (COVID-19) pandemic

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on the Co-operative based on known information. This consideration extends to the nature of the products and services offered, customers, supply chain, staffing and geographic regions in which the Co-operative operates. Other than as addressed in specific notes, there does not currently appear to be either any significant impact upon the financial statements or any significant uncertainties with respect to events or conditions which may impact the Co-operative unfavourably as at the reporting date or subsequently as a result of the Coronavirus (COVID-19) pandemic.

b) Estimation of useful lives of assets

The Co-operative determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

c) Impairment of non-financial assets other than goodwill and other indefinite life intangible assets

The Co-operative assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the Co-operative and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

d) Employee benefits provision

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Notes to the Financial Statements

For the Year Ended 31 December 2020

2020	2019
\$	\$

Note 3: Revenue

a. Grants revenue

Grants revenue consists of the following:

Adult, Community and Further Education	258,480	261,028
Victorian DHHS and Federal Dept of Health	534,895	520,904
City of Bayside	61,587	64,071
Other grants income	60,940	154,993
	<u>915,902</u>	<u>1,000,996</u>

b. Local revenue

Local revenue consists of the following:

Child Care Fees	53,354	153,025
Course Fees	71,033	303,507
Fundraising and Donations	6,821	5,313
Interest	1,153	3,489
Rent	3,441	24,624
Catering	-	1,923
Sundries	1,081	4,367
	<u>136,883</u>	<u>496,248</u>

c. Other revenue

ATO - job keeper	962,100	-
ATO - cash flow boost	100,000	-
	<u>1,062,100</u>	<u>-</u>

Note 4: Cash and Cash Equivalents

CURRENT

Cash at Bank	916,720	655,436
Petty Cash	300	400
	<u>917,020</u>	<u>655,836</u>

Current liabilities of the Sandybeach Community Co-operative Society Ltd not recorded in the financial statements of the Co-operative were:

Scholarship Fund bank account balance of \$4,365 as at 31 December 2020 (2019: \$4,366)

Building Fund bank account balance of \$3,160 as at 31 December 2020 (2019: \$2,160).

Notes to the Financial Statements

For the Year Ended 31 December 2020

	2020 \$	2019 \$
Note 5: Trade and Other Receivables		
CURRENT		
Trade Receivables	10,210	2,588
	<u>10,210</u>	<u>2,588</u>

Provision for impairment of trade receivables

The Co-operative has assessed impairment indicators within its trade debtors' population. Current trade receivables are generally on 30 day terms. These receivables are assessed for recoverability and a provision for impairment is recognised when there is objective evidence that an individual trade receivable is impaired. These amounts (if any) have been included in other expense items. There is a Provision for Doubtful Debts at 31 December 2020 of \$Nil (31 December 2019: \$Nil).

Note 6: Other Assets

CURRENT		
Prepayments	13,933	14,452
Accrued Income	95,400	70
	<u>109,333</u>	<u>14,522</u>

Note 7: Financial Assets

Sandringham Community Bank Shares	2,000	2,000
	<u>2,000</u>	<u>2,000</u>

Note 8: Property, Plant & Equipment

LEASEHOLD IMPROVEMENTS:		
Land and Buildings (at Valuation)	Note 8(v) 1,320,000	1,320,000
Less Accumulated Depreciation	(169,157)	(159,257)
	<u>1,150,843</u>	<u>1,160,743</u>
PLANT AND EQUIPMENT:		
Plant and Equipment (at Valuation)	362,073	357,660
Less Accumulated Depreciation	(304,071)	(295,185)
	<u>58,002</u>	<u>62,475</u>
Office Furniture and Equipment (at Cost)	95,345	95,345
Less Accumulated Depreciation	(88,540)	(83,540)
	<u>6,805</u>	<u>11,805</u>
Total Property, Plant & Equipment	<u>1,215,650</u>	<u>1,235,023</u>

Notes to the Financial Statements

For the Year Ended 31 December 2020

Note 8: Property, Plant & Equipment (Continued)

<i>Movements in Carrying Amounts</i>	Land and Buildings	Plant and Equipment	Office Furniture and Equipment	Total
Balance at 1 January 2019	1,170,643	68,428	16,805	1,255,876
Additions	-	3,251	-	3,251
Disposals	-	-	-	-
Depreciation Expense	(9,900)	(9,204)	(5,000)	(24,104)
Balance at 31 December 2019	<u>1,160,743</u>	<u>62,475</u>	<u>11,805</u>	<u>1,235,023</u>
Additions	-	4,413	-	4,413
Disposals	-	-	-	-
Depreciation Expense	(9,900)	(8,882)	(5,004)	(23,786)
Carrying amount at 31 December 2020	<u>1,150,843</u>	<u>58,006</u>	<u>6,801</u>	<u>1,215,650</u>

The Bendigo Bank currently holds a mortgage over the property located at 2 Sims Street SANDRINGHAM VIC 3191. Refer to Note 14 for further details.

(i) Land and Buildings was revalued in 2008 with an increase of \$564,453 based on an independent valuation.

(ii) Plant and Equipment was revalued in 1999 resulting in an increase of \$92,098. All additions since then are at cost less accumulated depreciation, calculated to write off all items over their useful life. Plant and Equipment and accumulated depreciation were adjusted in 2006 and 2007 after asset counts, giving a net increase in the Asset Revaluation Reserve of \$64,682.

(iii) Items costing less than \$300 have been written off in these accounts.

(iv) The Co-operative has reviewed the carrying values of property, plant and equipment, and consider that they continue to be appropriately measured and reflect the remaining useful life and ongoing economic value to the Co-operative.

(v) As at 31 December 2020, the Directors valued the Land and Buildings at \$2,260,000 on the basis of Council valuation for rating purposes as at 1 July 2020. The Directors resolved not to bring this valuation to account in the books of the Co-operative. The Co-operative currently has no intentions to sell or repurpose the property.

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Notes to the Financial Statements

For the Year Ended 31 December 2020

	2020	2019
	\$	\$

Note 9: Trade and Other Payables

CURRENT

Trade Creditors	3,637	11,304
Accrued Expenses	10,500	10,996
GST and PAYG(W)	42,039	44,082
Superannuation Payable	27,817	28,743
Other Payables	(28)	778
	<u>83,965</u>	<u>95,903</u>

Note 10: Provision for Employee Entitlements

CURRENT

Employee benefits		
Annual leave	67,986	51,626
Long service leave	99,210	116,465
	<u>167,196</u>	<u>168,091</u>

NON-CURRENT

Employee benefits		
Long service leave	10,229	13,061
	<u>10,229</u>	<u>13,061</u>
	<u>177,425</u>	<u>181,152</u>

Note 11: Other Liabilities

CURRENT

Grants received in advance	170,780	158,755
Fees received in advance	16,379	43,189
Fundraising	6,003	3,140
	<u>193,162</u>	<u>205,084</u>

Note 12: Share Capital

ISSUED CAPITAL

52 (2019: 49) fully paid \$1 shares	52	49
	<u>52</u>	<u>49</u>

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Notes to the Financial Statements

For the Year Ended 31 December 2020

2020	2019
\$	\$

Note 13: Reserves

Asset Revaluation Reserve	721,233	721,233
	<u>721,233</u>	<u>721,233</u>

As per Notes 8 (i) and 8 (ii) above, Land and Buildings was revalued in 2008 with an increase of \$564,453 based on an independent valuation. Plant and Equipment was revalued in 1999 resulting in an increase of \$92,098. Plant and Equipment and accumulated depreciation were adjusted in 2006 and 2007 after asset counts, further increasing the Asset Revaluation Reserve by \$64,682.

Note 14: Borrowings

The Bendigo Bank currently holds a mortgage over 2 Sims Street SANDRINGHAM VIC 3191 to secure a current Overdraft Facility of \$245,000 on the main working account. As at 31 December 2020, \$245,000 of the facility was unused (31 December 2019: unused).

Note 15: Auditor's Remuneration

During the year the following fees were paid or payable for services provided by the auditor of the Co-operative:

Audit services - Kidman Partners Audit Pty Ltd

Audit of the financial statements	-	2,700
	<u>-</u>	<u>2,700</u>

Audit services - Shepard Webster & O'Neill Audit Pty Ltd

Audit of the financial statements	5,100	-
	<u>5,100</u>	<u>-</u>

Notes to the Financial Statements**For the Year Ended 31 December 2020**

	2020 \$	2019 \$
Note 16: Cash Flow Information		
Reconciliation of Cash Flows from Operating Activities with Operating Profit / (Loss) From Continuing Operations		
Operating Profit / (Loss) From Continuing Operations	371,828	(72,030)
Non Cash Flows in Operating Profit:		
Depreciation	23,786	24,104
Changes in Assets and Liabilities:		
(Increase)/Decrease in Trade and Other Receivables	(7,622)	(1,451)
(Increase)/Decrease in Other Assets	(94,811)	(6,309)
Increase/(Decrease) in Trade and Other Payables	(11,938)	(1,387)
Increase/(Decrease) in Provision for Employee Entitlements	(3,727)	59,625
Increase/(Decrease) in Other Liabilities	(11,922)	(79,616)
Cash Flows from Operating Activities	<u>265,594</u>	<u>(77,064)</u>

Note 17: Co-operative Details

The registered office and principal place of business of the Co-operative is:

Sandybeach Community Co-operative Society Ltd
2 Sims Street
SANDRINGHAM VIC 3191

Note 18: Events after the Reporting Period

The impact of the Coronavirus (COVID-19) pandemic is ongoing. It is not practicable to estimate the potential impact, positive or negative, after the reporting date. The situation is developing and is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 31 December 2020 that has significantly affected, or may significantly affect the Co-operative's operations, the results of those operations, or the Co-operative's state of affairs in future financial years.

**Independent Auditor's Report
To The Members Of Sandybeach Community Co-operative Society Ltd
ABN: 39 853 867 516**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Sandybeach Community Co-operative Society Ltd, which comprises the Statement of Financial Position as at 31 December 2020, the Statement of Profit or Loss and Other Comprehensive Income, Statement of Changes in Equity and Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Directors' declaration.

In our opinion, the accompanying financial report gives a true and fair view of the financial position of Sandybeach Community Co-operative Society Ltd as at 31 December 2020 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

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 the Co-operative in accordance with the ethical requirements of 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 the Co-operative to meet the requirements of the *Australian Charities and Not-for-Profits Commission 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.

Other Matter

The financial report of Sandybeach Community Co-operative Society Ltd for the year ended 31 December 2019 was audited by another auditor who expressed an unqualified opinion on that financial report on 7 April 2020.

Information Other than the Financial Report and Auditor's Report Thereon

The Directors of the Co-operative are responsible for the other information. The other information comprises the information included in the Co-operative's annual report for the year ended 31 December 2020, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Report

The Directors of the Co-operative are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Directors determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Directors are responsible for assessing the Co-operative's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Directors either intends to liquidate the Co-operative or to cease operations, or have no realistic alternative but to do so.

Independent Auditor's Report (Continued)
To The Members Of Sandybeach Community Co-operative Society Ltd
ABN: 39 853 867 516

The Directors of the Co-operative are responsible for overseeing the Co-operative's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

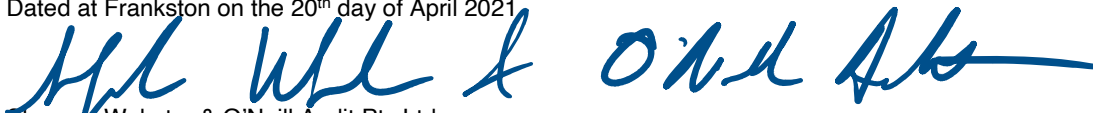
Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the 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 this financial report.

As part of an audit in accordance with the 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 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 Co-operative's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.
- Conclude on the appropriateness of the Directors' 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 Co-operative'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 Co-operative 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 the Directors 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.

Dated at Frankston on the 20th day of April 2021



Shepard Webster & O'Neill Audit Pty Ltd
Certified Practising Accountant
Authorised Audit Company No 415478
31 Beach Street Frankston 3199, PO Box 309 Frankston Victoria 3199
Telephone (03) 9781 2633 – Fax (03) 9781 3073
Email – szepefalusy@shepard.com.au



David A Szepefalusy
Director

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under Professional
Standards Legislation

Auditor's Disclaimer

To the Board of Directors
Sandybeach Community Co-operative Society Ltd
ABN: 39 853 867 516

The additional financial data presented in the following pages is in accordance with the books and records of the Co-operative which have been subjected to the auditing procedures applied in our audit of the Co-operative for the year ended 31 December 2020. It will be appreciated that our audit did not cover all details of the additional financial data. Accordingly, we do not express an opinion on such financial data and no warranty of accuracy or reliability is given. Neither the company nor any member or employee of the firm undertakes responsibility in any way whatsoever to any person in respect of such data, including any errors or omissions therein however caused.

Dated at Frankston on the 20th of April 2021

Shepard Webster & O'Neill Audit Pty Ltd



David A Szepefalusy
Director

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Scholarship Fund Financial Report

For the Year Ended 31 December 2020

	2020 \$	2019 \$
Cash at bank on 1 January 2020	4,366	4,425
Donations received	-	-
Payments made	(1)	(59)
Cash at bank on 31 December 2020	<u>4,365</u>	<u>4,366</u>

Late in 2003, the Australian Tax Office gave approval for tax deductibility to donors of \$2 or more to a fund established by the Directors of Sandybeach Community Co-operative Society Ltd to support vulnerable people accessing educational programs.

The above statement reflects the transactions of the fund from 1 January 2020 to 31 December 2020.

Sandybeach Community Co-operative Society Ltd

ABN: 39 853 867 516

Building Fund Financial Report

For the Year Ended 31 December 2020

	2020 \$	2019 \$
Cash at bank on 1 January 2020	2,160	4,007
Donations received	1,000	-
Payments made	-	(1,847)
Cash at bank on 31 December 2020	<u>3,160</u>	<u>2,160</u>

Late in 2003, the Australian Tax Office gave approval for tax deductibility to donors of \$2 or more to a fund established by the Directors of Sandybeach Community Co-operative Society Ltd to assist the Centre in acquiring and developing it's premises.

The above statement reflects the transactions of the fund from 1 January 2020 to 31 December 2020.

Mr David Szepefalusy
C/- Shepard Webster & O'Neill Audit Pty Ltd
Level 1, 31 Beach Street
FRANKSTON VIC 3199

Dear David,

Re: SANDYBEACH COMMUNITY CO-OPERATIVE SOCIETY LTD

This representation letter is provided in connection with your audit of the financial report of Sandybeach Community Co-operative Society Ltd ("the Co-operative") for the year ended 31 December 2020, for the purpose of you expressing an opinion as to whether the financial report is, in all material respects, presented fairly in accordance with Accounting Standards in Australia and Australian Accounting Interpretations (and, when appropriate, relevant statutory and other requirements).

We acknowledge our responsibility for ensuring the financial report is in accordance with Accounting Standards and Australian Accounting Interpretations, and *Co-operatives National Law (Victoria)* and Regulations and *Australian Charities and Not for Profits Commission Act 2012* and Regulations, and confirm that the financial report is free of material misstatements, including omissions.

We confirm to the best of our knowledge and belief, the following representation made to you during your audit.

1. We have made available to you:
 - (a) All financial records and related data, other information, explanations and assistance necessary for the conduct of the audit; and
2. There:
 - (a) has been no fraud, error or non-compliance with laws and regulations involving management or employees who have a significant role in the internal control structure;
 - (b) has been no fraud, error or non-compliance with laws and regulations that could have a material effect on the financial report; and
 - (c) have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report
3. We acknowledge our responsibility for the design and implementation of internal control to prevent and detect error. We have established and maintained an adequate internal control structure to facilitate the preparation of reliable financial reports, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.



4. We believe the effects of those uncorrected financial report misstatements aggregated by the auditor during the audit are immaterial, both individually and in the aggregate, to the financial report taken as a whole. A summary of such items is below:

Component(s) affected	Amount of adjustment	Underlying cause of difference
Other Liabilities (overstated)	(\$29,553)	Revenue which does not meet the Co-operatives obligations of deferral under account policies or standards.
Local revenue (understated)		
Net Profit Impact	\$29,553	Credit i.e. increase in net profit

5. There have been no changes during the period in the Co-operative's accounting policies and practices, other than as disclosed in Note 1 to the financial statements.
6. We have no plans or intentions that may materially affect the carrying values, or classifications, or assets and liabilities.
7. The Co-operative has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.
8. Except as disclosed in notes to the financial statements, no events have occurred subsequent to the reporting period end that would require adjustment to, or disclosure in, the financial report.
9. We have disclosed to the auditor all significant facts related to any frauds or suspected frauds known to management that may affect the Co-operative.
10. There are no violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial report or as a basis for recording an expense.
11. There were no defaults of principal, interest, sinking fund or redemption provisions with respect to any borrowings, credit arrangements or any breach of covenant of a related deed or agreements.
12. Except as reflected in the Statement of Financial Position there were no agreements under which any of the liabilities of the Co-operative had been subordinated to any other of its liabilities, nor were any receivables owned by the Co-operative subordinated to any other liabilities to the debtor companies.
13. The following have been properly recorded or disclosed in the financial report:
- Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing arrangements and guarantees (written or oral);
 - Arrangements involving restrictions on cash balances, compensating balances and line-of-credit or similar arrangements;
 - Material liabilities or contingent liabilities or assets including those arising under derivative financial instruments;



- d. Unasserted claims or assessments that our lawyer has advised us are probable of assertion;
- e. Losses arising from the fulfilment of, or an inability to fulfil, any sale commitments or as a result of purchase commitments for inventory quantities in excess of normal requirements or at prices in excess of prevailing market prices.

Assets:

- 14. All known assets of the Co-operative at reporting period end were recorded in the books of account as at that date.
- 15. Amounts receivable at 31 December 2020 were comprised of:

Trade Debtors	\$10,210
Less: Provision for Doubtful Debts	(\$ 0)
	\$10,210

In our opinion, \$Nil provision for doubtful debts is considered adequate.

- 16. All insurable assets and risks are adequately covered by insurance.
- 17. The additions to fixed assets accounts, as recorded in the books, represent the cost of the additional facilities or additions or improvements to existing facilities or replacements thereof. All units of property which have been replaced, sold, dismantled or otherwise disposed of, or which are permanently unusable, have been removed from the fixed assets accounts. Adequate provision determined in a manner consistent with that of the preceding year, has been made to write off depreciable assets over their useful lives having regard both to the current year's provisions and the accumulated amount provided to date. No circumstances have arisen which render adherence to the existing basis of depreciation misleading or inappropriate.
- 18. We have considered the requirements of AASB 136 "Impairment of Assets" when assessing the carrying value of assets and in our opinion assets are not impaired except as provided in the financial statements.
- 19. The Co-operative has satisfactory title to all assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral, except as disclosed in notes to the financial statements. Carrying values have been adjusted for all items of property, plant and equipment that have been abandoned or are otherwise unusable.
- 20. There were \$13,933 prepayments at balance date which represent valid payments for expenses paid during this year, but properly attributable to the next financial year.

Liabilities:

- 21. All known liabilities of the Co-operative at reporting period end were recorded in the books of account as at that date.
- 22. There were no contingent liabilities, including guarantees, at reporting period end, which are not shown in the notes to the financial statements.



23. In this context, contingent liabilities include bills and accounts receivable discounted, assigned or sold and which are subject to recourse, endorsements or guarantees, pending lawsuits, unsatisfied judgments or claims, repurchase agreement and, in some cases, uncalled capital on shares held in other companies.
24. There were no material commitments for construction or acquisition of property, plant and equipment or to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.

Critical accounting judgements, estimates and assumptions:

25. In relation to our estimate of accruals and provisions the measurement process and underlying assumptions used for this estimate are appropriate in the context of the adopted Australian Accounting Standards, our application of these processes is consistent, complete and appropriate disclosures have been made in the financial report, and no subsequent events have occurred which require an adjustment to the estimate made.

Coronavirus (COVID-19) pandemic

Judgement has been exercised in considering the impacts that the Coronavirus (COVID-19) pandemic has had, or may have, on the Co-operative based on known information. This consideration extends to the nature of the products and services offered, customers, supply chain, staffing and geographic regions in which the Co-operative operates. Other than as addressed in specific notes, there does not currently appear to be either any significant impact upon the financial statements or any significant uncertainties with respect to events or conditions which may impact the Co-operative unfavourably as at the reporting date or subsequently as a result of the Coronavirus (COVID-19) pandemic.

Estimation of useful lives of assets

The Co-operative determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and finite life intangible assets. The useful lives could change significantly as a result of technical innovations or some other event. The depreciation and amortisation charge will increase where the useful lives are less than previously estimated lives, or technically obsolete or non-strategic assets that have been abandoned or sold will be written off or written down.

Impairment of non-financial assets other than goodwill and other indefinite life intangible assets

The Co-operative assesses impairment of non-financial assets other than goodwill and other indefinite life intangible assets at each reporting date by evaluating conditions specific to the Co-operative and to the particular asset that may lead to impairment. If an impairment trigger exists, the recoverable amount of the asset is determined. This involves fair value less costs of disposal or value-in-use calculations, which incorporate a number of key estimates and assumptions.

Employee benefits provision

As discussed in note 1, the liability for employee benefits expected to be settled more than 12 months from the reporting date are recognised and measured at the present value of the estimated future cash flows to be made in respect of all employees at the reporting date. In determining the present value of the liability, estimates of attrition rates and pay increases through promotion and inflation have been taken into account.



Other:

26. We have disclosed to you the identity of the Co-operative's related party relationships and transactions of which we are aware and all related party relationships and transactions have been appropriately accounted for and disclosed in accordance with AASB 124 *Related Party Disclosures*.

Full and adequate disclosure has been made in the financial report of all related party relationships and transactions.

27. *AASB 15 Revenue from contracts with customers (new accounting standard adopted)*: The Co-operative has not adopted this standard, in line with the disclosures under note 1.
28. *AASB 1058 Income of not-for-profit entities (new accounting standard adopted)*: The Co-operative has not adopted this standard, in line with the disclosures under note 1.
29. We have performed calculations in line with *AASB 16 Leases*, and have determined it's inclusion is not material to the financial statements for 2020. In this assessment, we included all relevant paragraphs in the AASB 16 in determining what constitutes a lease under the new standard.
30. The Bendigo Bank currently holds a mortgage over 2 Sims Street SANDRINGHAM VIC 3191 to secure a current Overdraft Facility of \$245,000 on the main working account. As at 31 December 2020, \$245,000 of the facility was unused (31 December 2019: unused).

Events after the reporting period:

31. The impact of the Coronavirus (COVID-19) pandemic is ongoing. It is not practicable to estimate the potential impact, positive or negative, after the reporting date. The situation is dependent on measures imposed by the Australian Government and other countries, such as maintaining social distancing requirements, quarantine, travel restrictions and any economic stimulus that may be provided.

No other matter or circumstance has arisen since 31 December 2020 that has significantly affected, or may significantly affect the Co-operative's operations, the results of those operations, or the Co-operative's state of affairs in future financial years.

All events subsequent to the date of the financial report and for which Australian Accounting Standards require adjustment or disclosure have been adjusted or disclosed.

Future cash resources:

32. Based on cash flow forecasts, adequate cash resources will be available to cover the Co-operative requirements for working capital and capital expenditure for at least the next twelve months.

Going concern where there are no material uncertainties:

33. The novel Coronavirus (COVID-19) has impacted the Co-operative and wider community at large and has limited the operations of the Co-operative. At this stage, the Co-operative has been pro-active and can budget with its current reserves to sustain a 12 month suspension of activity.



We have made an assessment of the Co-operative's ability to continue as a going concern taking into account all available information about the future, which is at least, but is not limited to, twelve months from the end of the reporting period. We confirm that we have not identified events or conditions that may cast significant doubt upon the Co-operative's ability to continue as a going concern.

Publication on website:

34. If we publish the financial report on our website, we:

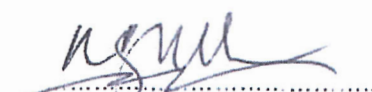
- i. acknowledge if we are responsible for the electronic presentation of the financial report;
- ii. will ensure that the electronic version of the audited financial report and the audit report on the website will be the same as the final signed copy version;
- iii. will clearly differentiate audited and unaudited information on the website and that the absence of appropriate controls to address this issue increases the risk of potential misrepresentation to users;
- iv. have assessed the controls over the security and integrity of the data on the website and that adequate procedures are in place to ensure the integrity of the information published; and
- v. will not present the audit report on the full financial report with extracts only of the full financial report.

The "Reporting Entity" Concept:

35. We understand that the Directors are responsible for determining whether the Co-operative is a reporting entity. We have informed you that the Co-operative is not a reporting entity and therefore not required to prepare a general purpose financial report. This letter has been prepared on that basis. The Directors are also responsible for determining the basis of accounting used for the preparation and presentation of the special purpose financial report and whether this basis is appropriate to meet the needs of the users. We understand that you will not express an opinion as to whether the basis of accounting used is appropriate to meet the needs of the users.

We understand that your examination was made in accordance with Australia Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the Co-operative taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

Yours faithfully,



.....
Rajah Ramanathan
Chair



.....
Stephen Hay
Treasurer

Dated this 20th day of April 2021





Sandybeach Centre

SANDYBEACH CENTRE

2 Sims Street

SANDRINGHAM VIC 3191

phone: 9598 2155

email: admin@sandybeach.org.au

website: www.sandybeach.org.au

ABN 39 853 867 516