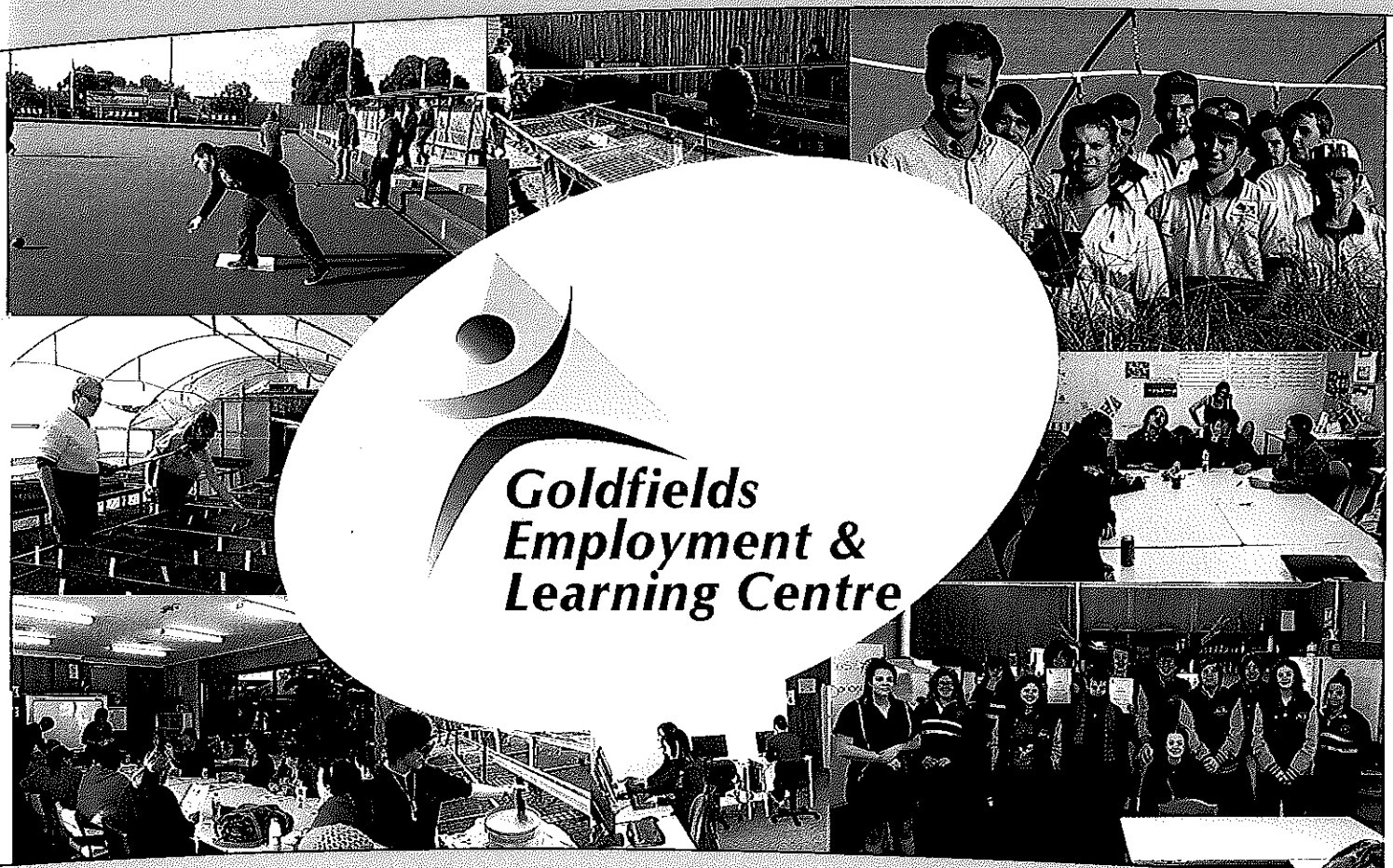


"Working for our community"



**Goldfields
Employment &
Learning Centre**

14TH ANNUAL REPORT

1 JULY 2014—30 JUNE 2015

Goldfields Employment and Learning Centre

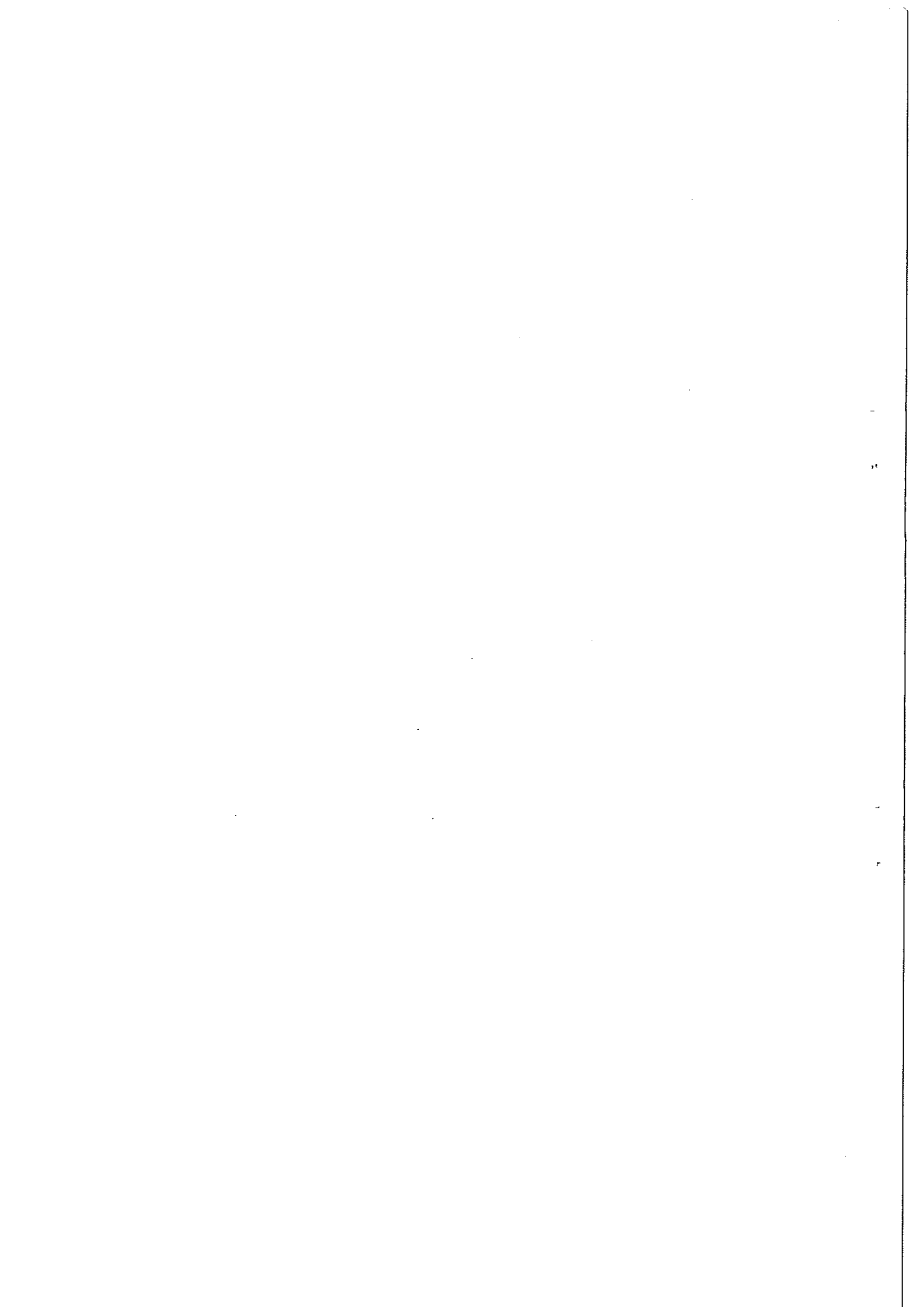
Address: 88-90 Burke Street

PO Box 56, Maryborough VIC 3465

Phone: (03) 5461 3185

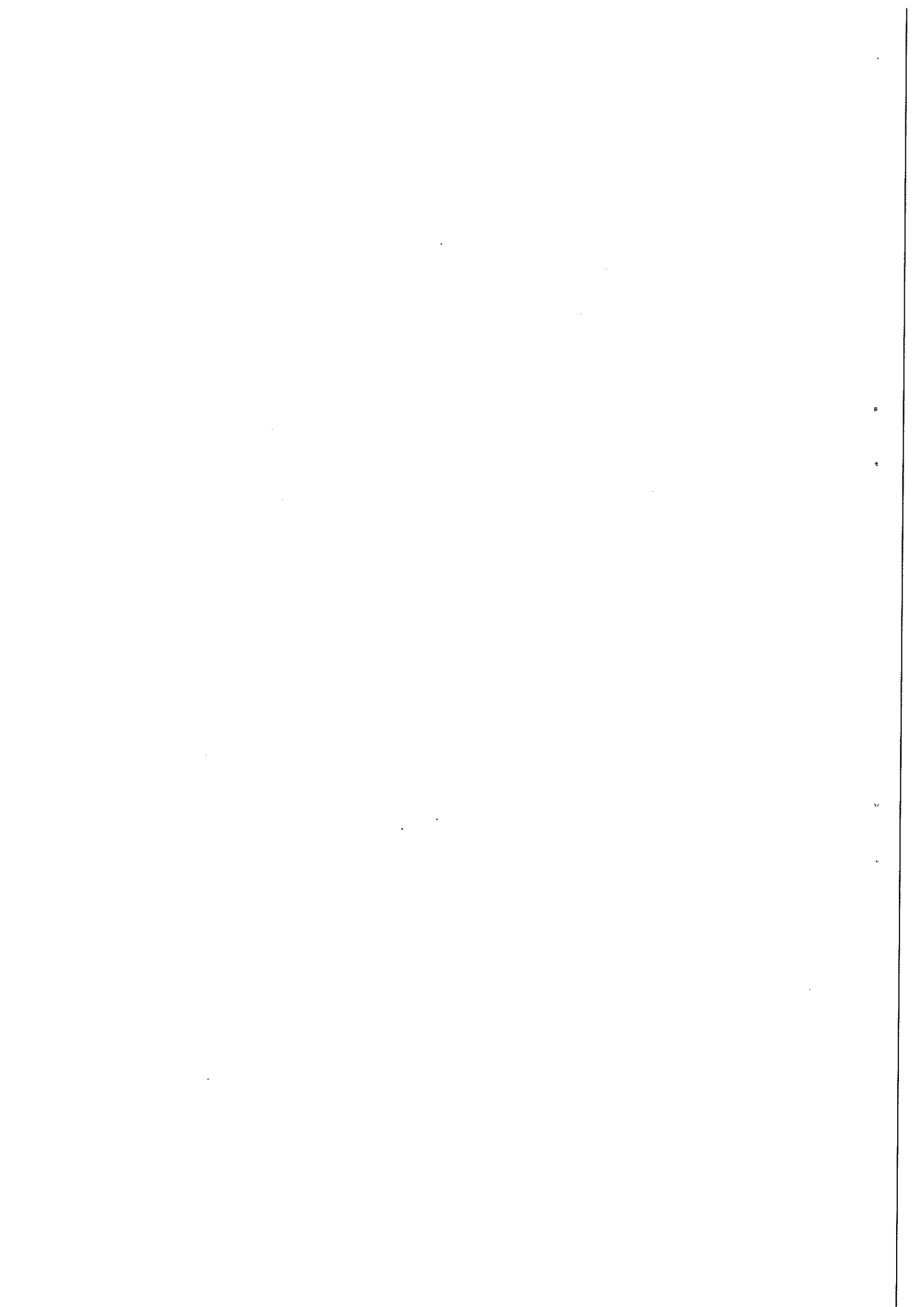
Facsimile: (03) 5461 4887

Website: www.gelc.org.au



INDEX OF REPORTS

- Index of Reports
- Appreciation from Goldfields Employment & Learning Centre
- GELC Mission Statement
- GELC Funding Bodies
- Industries and Businesses
- Scope of Registration
- Organisational Chart
- Management & Administration
- Minutes of the 2013-2014 Annual General Meeting
- Chairperson's Report
- Treasurer's Report
- Audited Financial Statement
- Manager's Report
- **Program Reports:**
- Education and Training Report
- VETtrak Statistics Report
- Short Course Report
- Employment Program Report
- Neighbourhood House ACFE / Pre Accredited Report
- Administration Report
- Returning Officer's Report

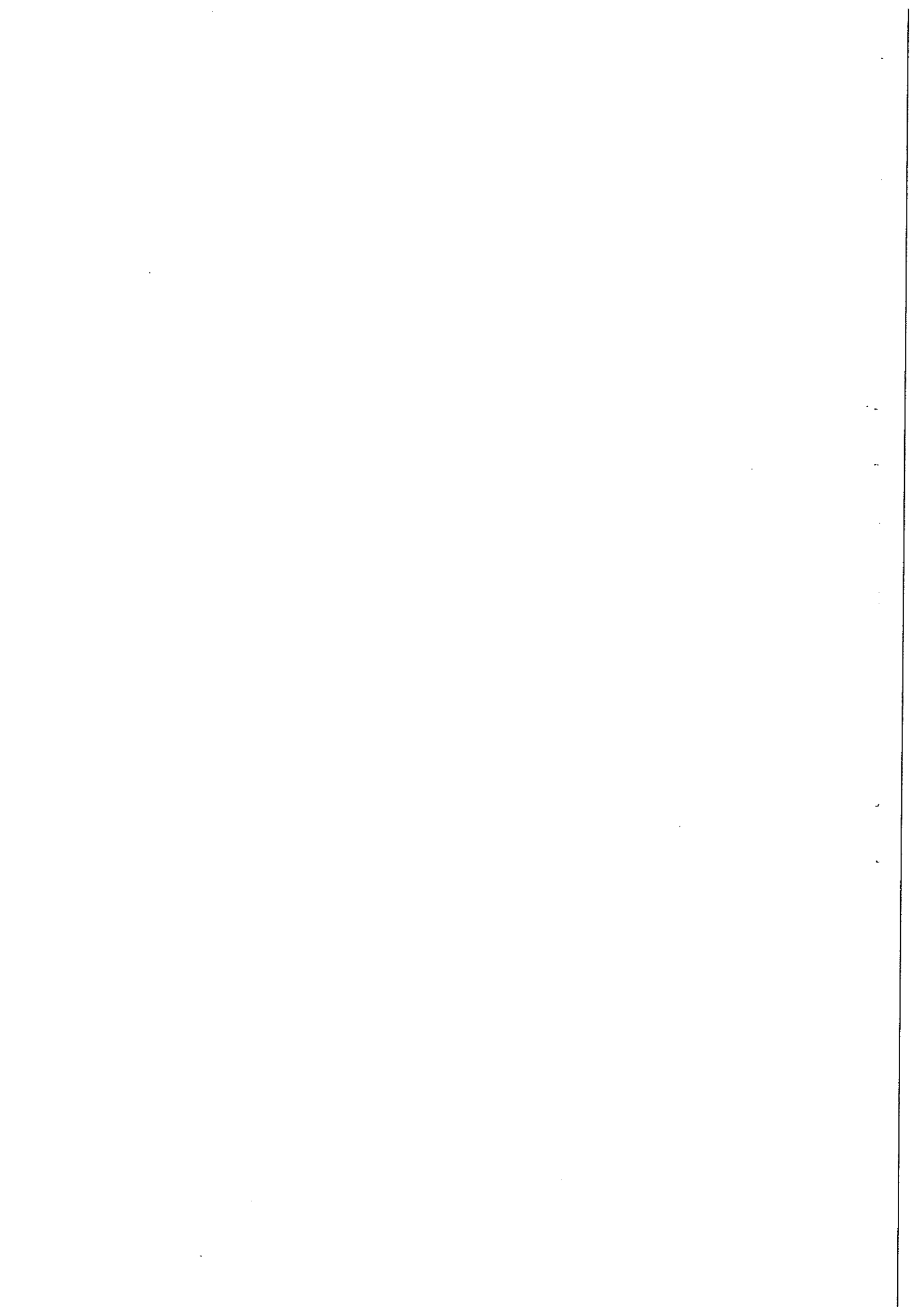




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*The staff and committee of Goldfields
Employment and Learning Centre would like
to thank the various local, state and federal
government departments, local businesses and the
people of the Central Goldfields Shire for their
support this year.*

~





Goldfields Employment and Learning Centre

Our Mission

To build a vibrant inclusive and strong community through the provision of quality services in the fields of education, training and employment.

To these ends we will employ a fully trained staff dedication to the Mission of G.E.L.C

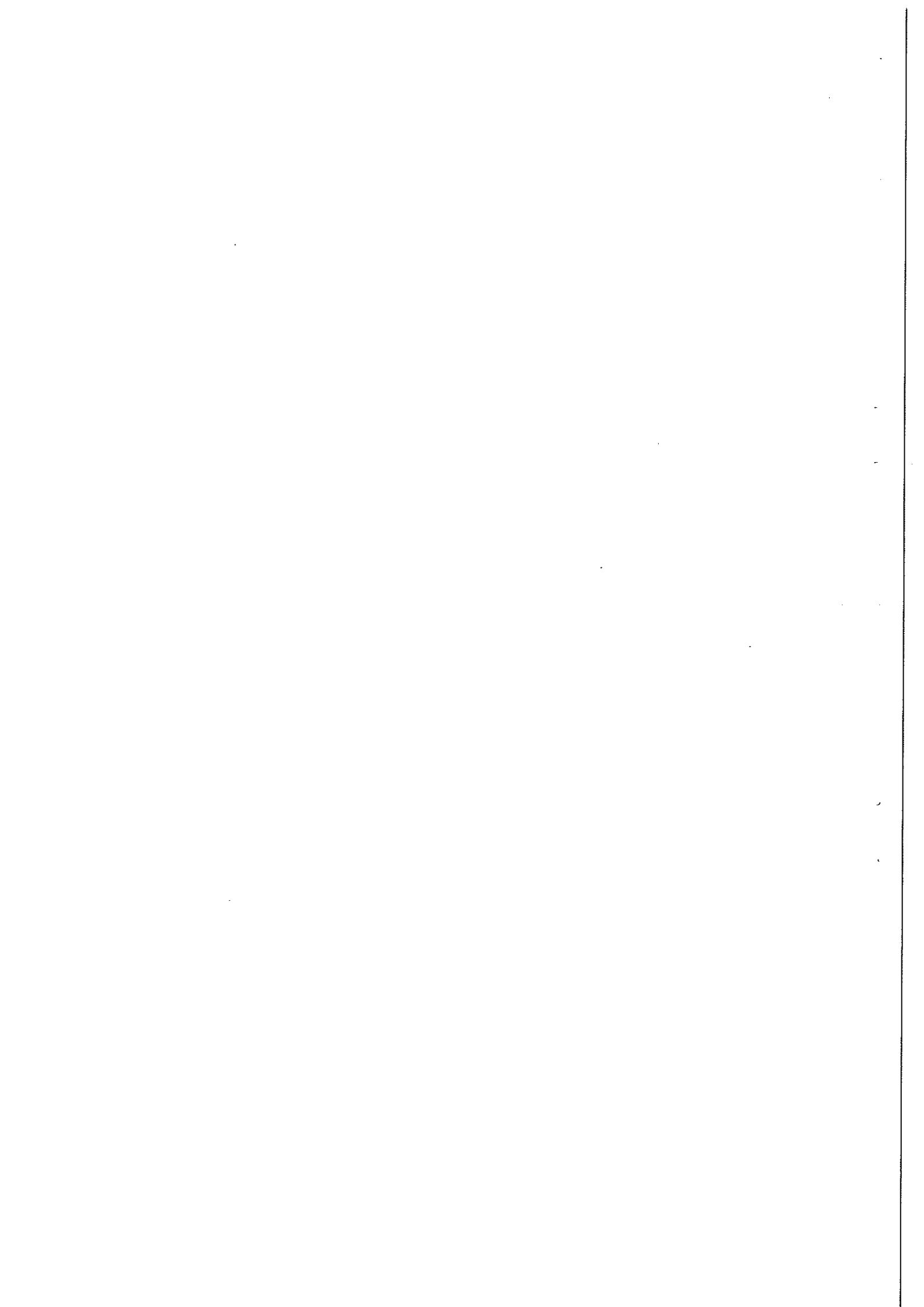
We will forge links in a co-operative pattern with all regional organisations which pursue or support aspects of our aims.

We have a special interest in the provision of assistance to young people who are for one reason or another have had reduced success in the various formal educational organisations.

It is our intention to maintain and develop close positive relations with the appropriate departments of Government, Federal, State and Regional.

The management of G.E.L.C is and will remain in the hands of a Committee of Management dedicated to the aims here recorded and operating through a Committed Manager.

"Working for our Community"



GELC FUNDING BODIES

~ GOVERNMENT FUNDING BODIES ~

VICTORIAN GOVERNMENT FUNDING



Adult Education
in the Community

- ACFE (ADULT COMMUNITY AND
FURTHER EDUCATION)



Department of Education and
Early Childhood Development

- DEPARTMENT OF EDUCATION AND EARLY
CHILDHOOD DEVELOPMENT



NEIGHBOURHOOD HOUSE

- DEPARTMENT OF FAMILIES, HOUSING, COMMUNITY
SERVICES AND INDIGENOUS AFFAIRS (FAHCSIA)
- DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)

AUSTRALIAN GOVERNMENT FUNDING

BROADBAND FOR SENIORS

Funded by the Australian Government

- BROADBAND FOR SENIORS

GELC FUNDING BODIES

GELC ARE PROUD MEMBERS OF:



- ANHLC (ASSOCIATION OF NEIGHBOURHOOD HOUSE LEARNING CENTRES)



- LEARN LOCAL



- GO GOLDFIELDS



- GOLDFIELDS LOCAL LEARNING AND EMPLOYMENT NETWORK

GELC SOCIAL ENTERPRISES



- GELC ONLINE

INDUSTRIES AND BUSINESSES

Goldfields Employment and Learning Centre would like to send a big thankyou to all of the industries and businesses in town who allowed our students to complete their work placements at:

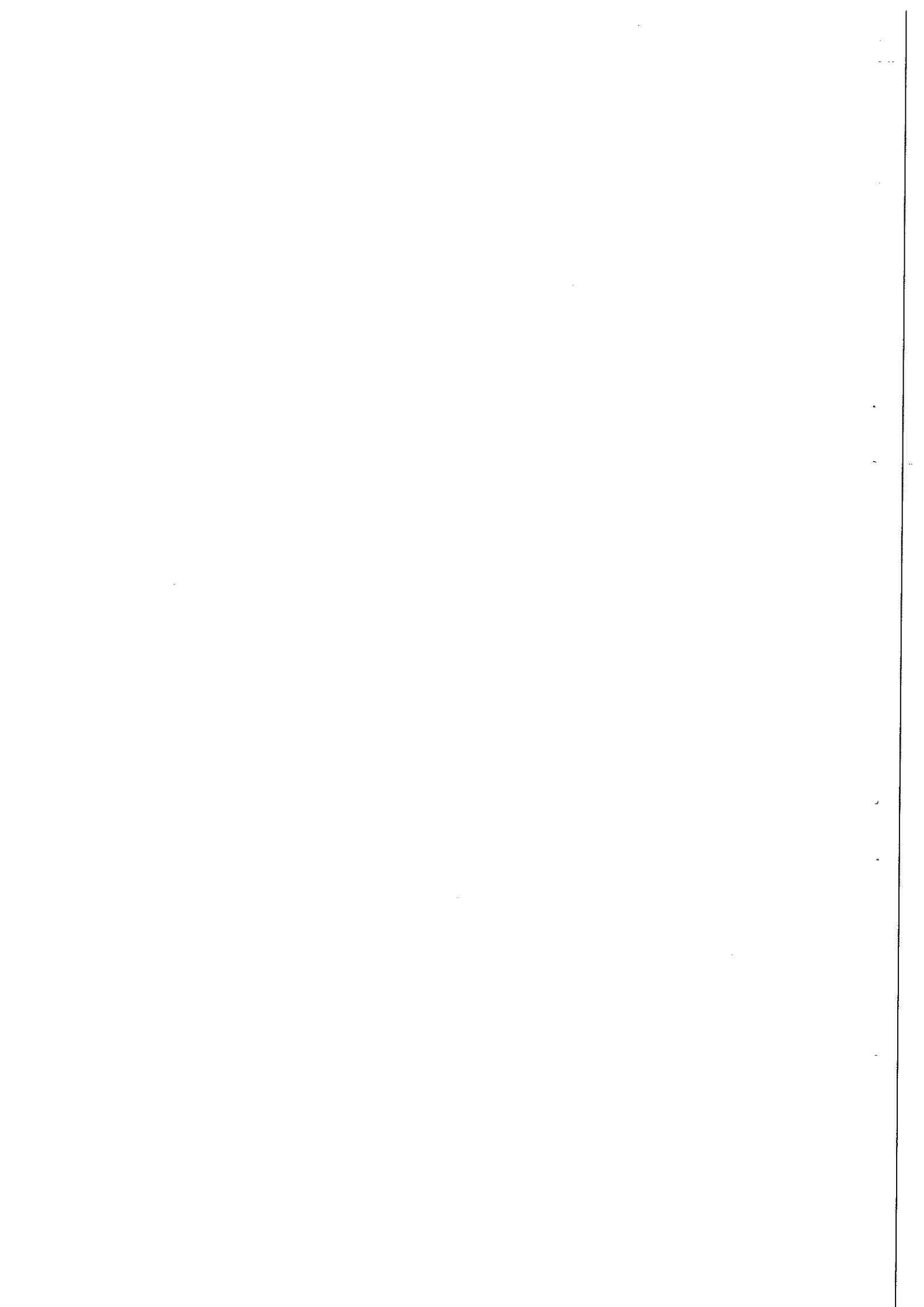
Aged Care Facilities:

- ❖ Havilah Hostel Inc.
- ❖ Princes Park Lodge
- ❖ Asteria Services

Also, Goldfields Employment and Learning Centre would like to thank local businesses for their cooperation to help make our courses more successful.

- ❖ SkillsPlus Ltd
- ❖ CVGT Maryborough
- ❖ Tracys the Placement People
- ❖ Sureways Employment and Training

We look forward to continue working with local businesses to help make our courses more successful in the future.



GELC SCOPE OF REGISTRATION

Note: This is a list of training products that the RTO has approval to deliver training and/or assessment in. It is not an indication of what training products the RTO is actually delivering. Individuals should contact the relevant RTO to confirm all delivery details of different training products.

Delivery filter

	NSW	VIC	QLD	SA	WA	TAS	NT	ACT
Filter by delivery in:		<input checked="" type="checkbox"/>						

Qualifications

Code	Title	Extent	NSW	VIC	QLD	SA	WA	TAS	NT	ACT
AHC21010	Certificate II in Conservation and Land Management	Deliver and assess		<input checked="" type="checkbox"/>						
CHC30208	Certificate III in Aged Care	Deliver and assess		<input checked="" type="checkbox"/>						
CHC30212	Certificate III in Aged Care	Deliver and assess		<input checked="" type="checkbox"/>						
CHC30312	Certificate III in Home and Community Care	Deliver and assess		<input checked="" type="checkbox"/>						
CHC30712	Certificate III in Children's Services	Deliver and assess		<input checked="" type="checkbox"/>						
ICA20111	Certificate II in Information, Digital Media and Technology	Deliver and assess		<input checked="" type="checkbox"/>						
SIR10112	Certificate I in Retail Services	Deliver and assess		<input checked="" type="checkbox"/>						
SIR20212	Certificate II in Retail Services	Deliver and assess		<input checked="" type="checkbox"/>						
SIR30212	Certificate III in Retail Operations	Deliver and assess		<input checked="" type="checkbox"/>						

Units of competency

Code	Title	Extent	NSW	VIC	QLD	SA	WA	TAS	NT	ACT
HLTAID003	Provide first aid	Deliver and assess		<input checked="" type="checkbox"/>						

(*): Scope is implicit

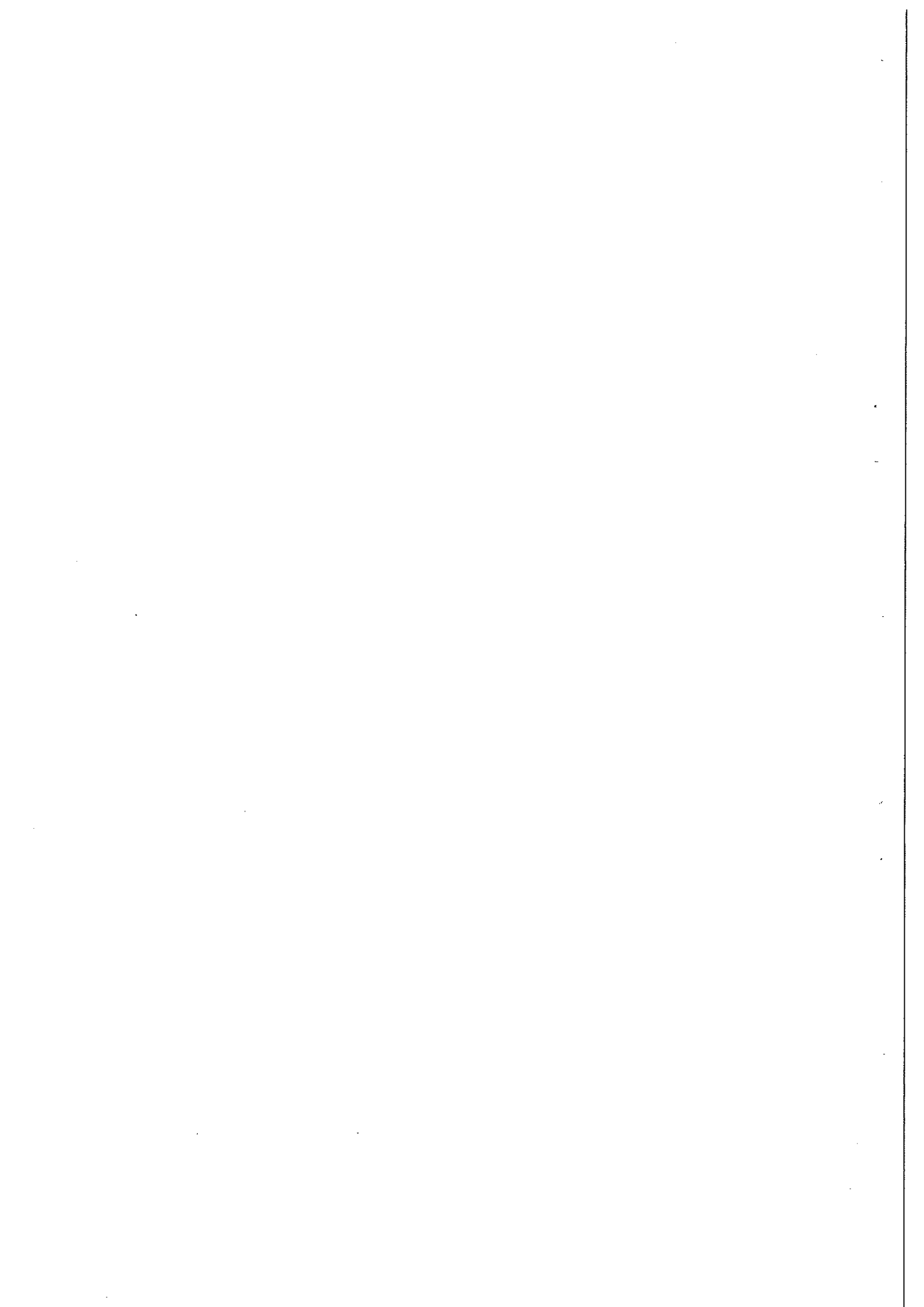
Skill set

Code	Title	Extent	NSW	VIC	QLD	SA	WA	TAS	NT	ACT
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(*): Scope is implicit

Accredited courses

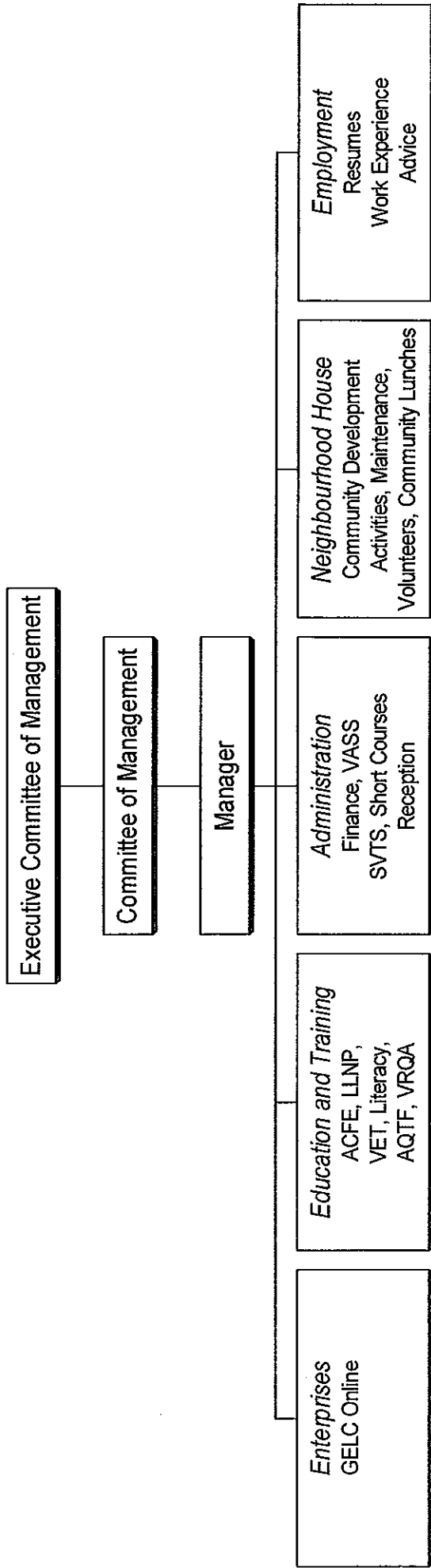
Code	Title	Extent	NSW	VIC	QLD	SA	WA	TAS	NT	ACT
22012VIC	Certificate I in Vocational Preparation	Deliver and assess		<input checked="" type="checkbox"/>						
22128VIC	Certificate I in Work Education	Deliver and assess		<input checked="" type="checkbox"/>						
22129VIC	Certificate I in Transition Education	Deliver and assess		<input checked="" type="checkbox"/>						
22234VIC	Course in Initial General Education for Adults	Deliver and assess		<input checked="" type="checkbox"/>						
22235VIC	Certificate I in General Education for Adults (Introductory)	Deliver and assess		<input checked="" type="checkbox"/>						
22236VIC	Certificate I in General Education for Adults	Deliver and assess		<input checked="" type="checkbox"/>						
22237VIC	Certificate II in General Education for Adults	Deliver and assess		<input checked="" type="checkbox"/>						
22238VIC	Certificate III in General Education for Adults	Deliver and assess		<input checked="" type="checkbox"/>						

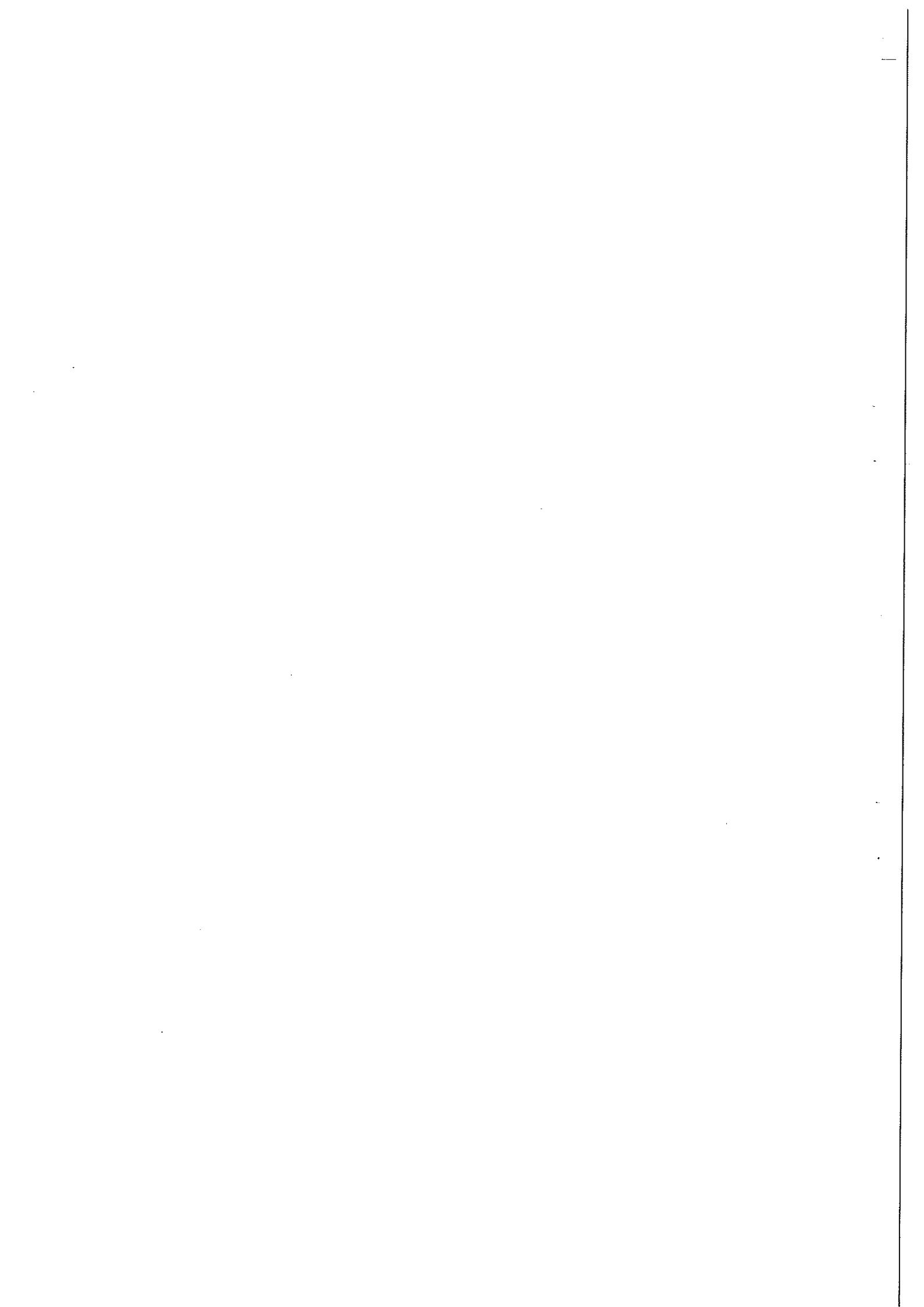




Goldfields Employment and Learning Centre

Organisational Chart





MANAGEMENT AND ADMINISTRATION

Committee of Management

Chairperson: *John Williamson*
Treasurer: *Rod Nielsen*

COM Members: *Jeanne Hart* *Sally Wren*
Andrina Andrews (deceased) *Jane Gehrig (Manager)*
Hilary Hunt *Beverley Watkins*

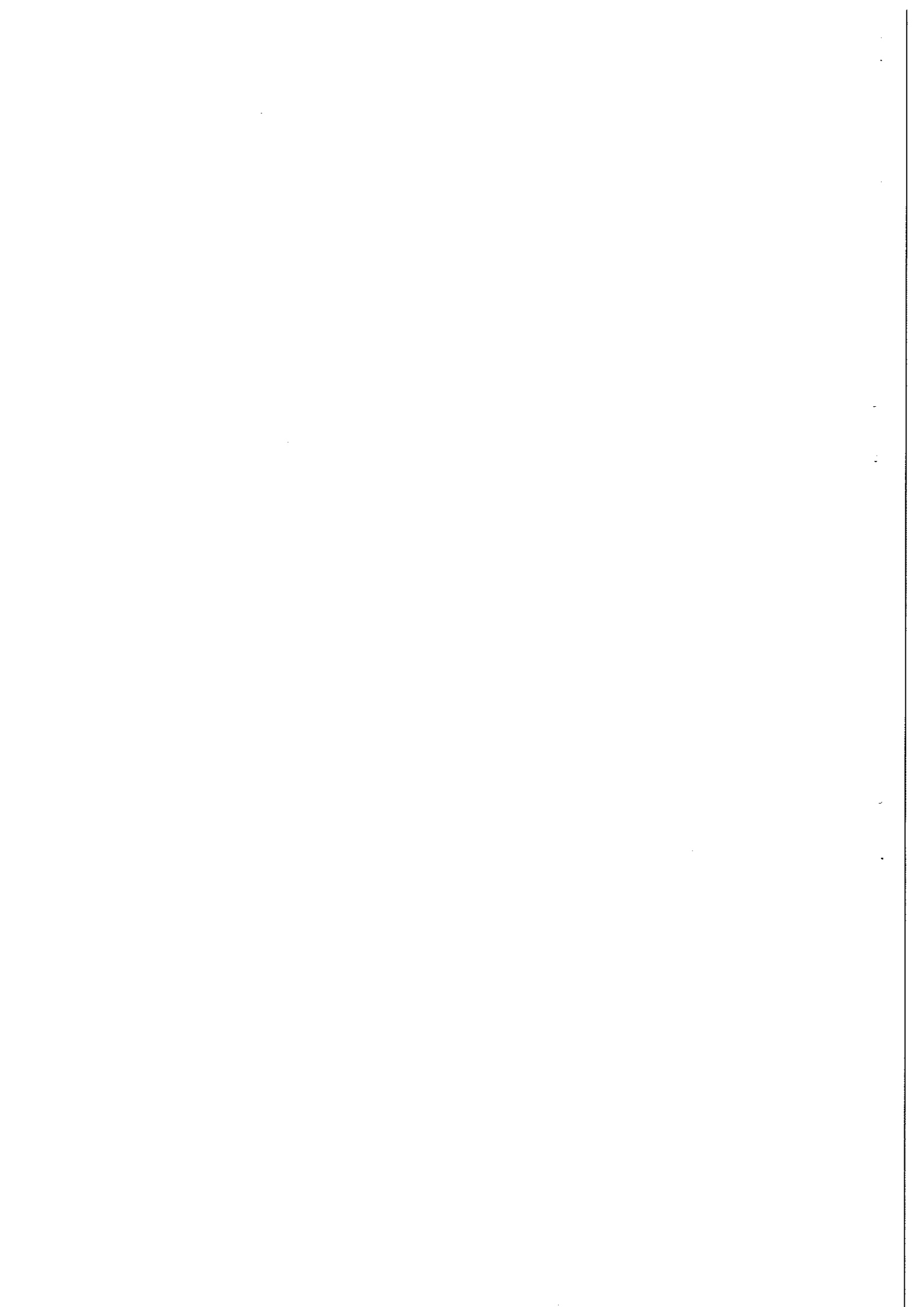
Staff

Management *Jane Gehrig (Previous Manager)*
Frances Clarke (Manager)

Administration & Program *Carolyn Eldridge* *Jan Coghlan*
Kellie Ryan *Kenny O'Connor*
Aaron Coghlan *Tim Le Lievre*

Training and Teaching: *Corina Reid* *Lynette Kellogg*
Jennifer Davidson *Bozena Czajkowski*
Rebecca Davies *Marcia Beggs*
Peter Laczko *Martin Grogan*
Vicki Aurisch *Lynnette McShanag*
Nicole Linard *Judi McKain*

Volunteers: *Miriam Lambert* *James Bathurst*
Jo-anne Hendrickson (deceased) *Jim Richardson*
Leonie Mackay *Leneta Scot-Dalgleish*
Yvonne McLean *Chris Hillier*
Renée Green *Suzanne Goodwin*
Priscilla Wickham *Wayne McKain*
Paul Turner



13th Annual General Meeting 2014
Tuesday 28th October 2014 Minutes

1. Meeting Open: 5.06pm

Minutes taken by Aaron Coghlan

2. John Williamson, Chairperson of the Committee of Management of Goldfields Employment and Learning Centre welcomes everyone in attendance to the 13th Annual General MEETING for Goldfields Employment and Learning Centre for the 2013-2014 financial year.

Present: Vickianne Martin (Microblast Computers), Jim Richardson, Aaron Coghlan, Vicki Aurisch, Gail Oliver (Maryborough U3A), Hilary Hunt, Sandra Hamilton (CGSC), Shane Bicknell (Bicknell Accountants), Jennifer Davidson, Peter Laczko, Kellie Ryan, Kenny O'Connor, Martin Grogan, Jan Coghlan, Jane Gehrig, Carolyn Eldridge, Jefferson Hooper (Carisbrook Lions Club), Dale Martin (Microblast Computers), Anne Brosnan (GLEN)

3. Apologies: Rod Nielsen, Jeanne Hart, Nicole Linard, Margaret Kent, Casey Thomas (Tracy's the Placement People), Andrina Andrews, Pam Craig (CVGT), Sharon Fraser (CGSC), Barry Rinaldi (CGSC), Lynn McShanag, Marcia Beggs, Simon Flood (GLEN), Joanne Hendrickson, Miriam Lambert

4. Confirmation of the 2012-2013 AGM Minutes

Moved – Hilary Hunt

Seconded – Jane Gehrig

5. Appointment of Auditor for 2014/2015

Goldfields Employment and Learning Centre wish to appoint Terry Veil from RyeCrofts Pty Ltd for the 2014-2015 financial year.

Moved – Hilary Hunt

Seconded – Kenny O'Connor

6. Reports:

Chairperson – delivered by John Williamson

Goldfields Employment and Learning Centre had a loss for the 2013 but we still currently have a healthy bank balance. We are still offering our suite of courses to our fellow community. GELC used our own funds during 2013, so we would suffer a bit of a loss over the financial year.

GELC has received funding from State and Federal Governments for the delivery of our courses for 2015. Thankyou to all the GELC staff and tutors for making our organisation warm and welcoming for our students.

Thankyou to each COM member for their involvement for helping us make decisions to help GELC survive and thrive.

We are looking forward to the future with programs to improve community participation.

Treasurer's Report – Delivered by John Williamson

GELC has a loss for 2013-2014 due to lack of funding. 2014 funding was restored and received 2014 State Government Funding contract from SkillsVic.

Would like to thank all staff for their efforts and sacrifices to ensure our viability. Would like to thank Tim for his quiet and efficient service and Jane for keeping her coolness in a crisis.

Maintaining our funding may be a real challenge next financial year as the governments are cutting and/or reducing funding to profits for not-for-profit organisations.

We have put forward a proposal for Terry Veil from RyeCrofts Pty Ltd as ASIC registered auditor for 2014-2014 financial year.

Managers' Report – Delivered by Jane Gehrig

Jane has decided that she will be leaving Goldfields Employment and Learning Centre after about 14 years. She has had a wonderful time working for the organisation and would like to wish a big thankyou to all the admin staff, volunteers and tutors for which if it weren't for having "service with a smile" approach, we would not be here.

GELC needs some 'new blood' to the organisation.

7. Returning Officers Report – delivered by Jane Gehrig

Incoming Committee Members

John Williamson, Jeanne Hart, Hilary Hunt, Andrina Andrews, Rod Nielsen.

Beverley Watkins 3 year term contract.

Sally Wren renewed 3 year term contract.

Jane Gehrig is nominated as Goldfields Employment and Learning Centre's Public Officer. This role involving advertisements and paperwork that needs to be completing before leaving organisation.

8. Introduction to Guest Speaker – Jefferson Hooper

Introduction to Jefferson Hooper – Manager of Carisbrook Lions Club. Started at 404 assisting with the principal. When with other kids, giving them opportunities to try and succeed and have a "buddy-like" relationship whilst tutoring them and helping the along the way. Also was involved with Tucker Bag in 1987-88 > then Supa IGA slowly going up the chain from task to task learning along the way.

With volunteers or employee/s – look for people who are enthusiastic and have the willingness to learn. E.g // people with hands in their pockets do not look like they care.

Handling volunteers – treat them like how you want to be treated. This makes it easier to manage, delegate and plan.

John Williamson thanks Jefferson for attending and giving up his time to speak and presents a bottle of champagne as a token of appreciation.

9. Close for refreshments

John Williamson: No further business mentioned. Thankyou to everyone for attending our AGM for 2014 and please to invite you all to light refreshments in our Training Kitchen.

Meeting Close: 5.46pm

CHAIRPERSON'S REPORT

Chair: John Williamson

Report written by John Williamson

I am pleased to present this annual report for the 2014-2015 year.

Firstly let me say that in April this year Drina Andrews died after a long battle with multiple illness's and health problems. The late Drina Andrews was manager of GELC for a number of years, during which time GELC grew considerably. The late Drina Andrews had an input into the early days of the "Go Goldfields" program. Many of you would have participated in the Study Circles "Maryborough Dialogue to Change Program" and the "Pigswillfly" program. Vale Drina.

In October 2014 our Manager Jane Gehrig gave notice of her intention to resign in early December 2014 and Jan Coghlan did a very good job as the acting Manager in early 2015.

In March 2015 we were delighted to appoint Frances Clarke as Manager. Frances we really do appreciate your wide and long experience in RTO's and your people first approach and keen understanding of all aspects of GELC, particularly Financial management

As you can see from the financial reports, Goldfields Employment and Learning Centre (GELC) achieved a healthy operating profit for the 2014-2015 Financial Year and will build on that success in the coming years.

The Committee of Management regularly reviews GELC's financial, operational and staffing levels during the year. Staff levels have changed to reflect our the changes to funding and choices of courses to a financially responsible and realistic level.

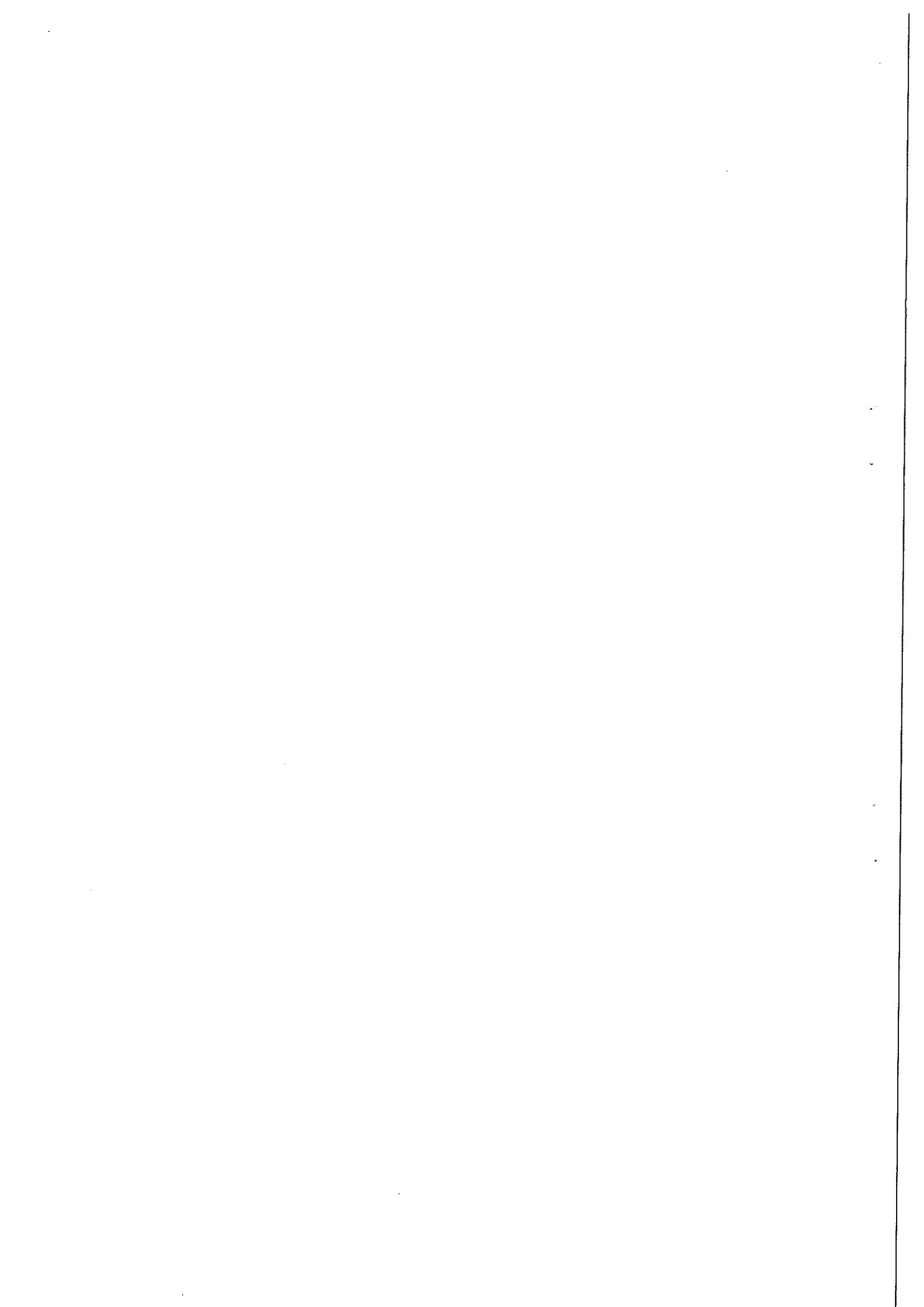
GELC prides itself on working for and with our community. Students at GELC are encouraged to build their confidence to achieve and make a difference in our community.

Our dedicated staff set up programs to encourage student participation and help prepare our students for work or further training.

I would like to thank the GELC staff and trainers for their efforts to make GELC a warm and caring environment for our students. The staff and tutors provide excellent training opportunities for our students and provide employment and educational pathways.

Our volunteers contributed to our programs and administration and GELC could not function without their effort and enthusiasm. Thank you.

I would like to thank each and every member of the Committee for attending meetings month after month and making the hard decisions that allow GELC to thrive and continue to support the people of Maryborough and District.



TREASURER'S REPORT

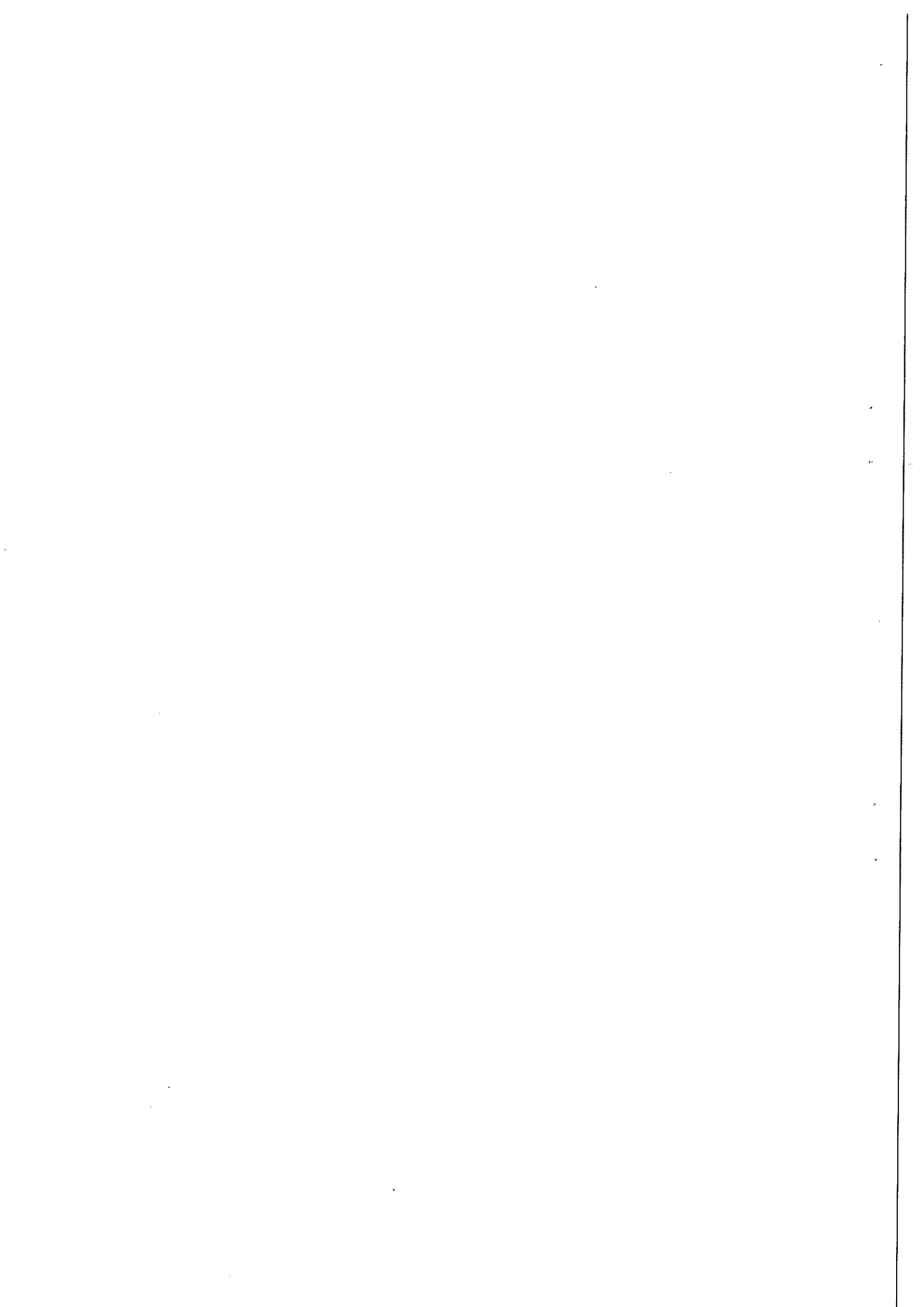
Treasurer: Rod Nielsen

Report Written by Rod Nielsen

It is pleasing to report a net profit of \$84,225. This result is due to the continued hard work of our permanent and sessional staff. I would like in particular, to thank our permanent staff for agreeing to a reduction of their hours, which made our profit possible.

It is essential that we deliver a profit, as it is a requirement for a Skills Victoria contract, the principal source of our funding.

I would like to thank Frances, for her eagle financial eye. Also, thanks are due to Shane Bicknell, our Accountant and Tim, our Book Keeper.



GOLDFIELDS EMPLOYMENT & LEARNING CENTRE INC ABN 59 149 634 975

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
GOLDFIELDS EMPLOYMENT & LEARNING CENTRE INC**

Report on the financial report

We have audited the accompanying financial report, being a special purpose financial report, of Goldfields Employment & Learning Centre Inc which comprises the Statement of Comprehensive Income, Statement of Financial Position, Statement of Cash Flows, Statement of Changes in Equity, accompanying notes to the financial statements, and Statement by the Members of the Committee for the year ended 30 June 2015.

Committee of Managements' responsibility for the financial report

The Committee of Management of Goldfields Employment & Learning Centre Inc is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 (Victoria) and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report, 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

Opinion

In our opinion, the financial report gives a true and fair view of the financial position of Goldfields Employment & Learning Centre Inc as at 30 June 2015 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 Associations Incorporation Reform Act 2012 (Victoria).

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Goldfields Employment & Learning Centre Inc to meet the requirements of the Associations Incorporation Reform Act 2012 (Victoria). As a result, the financial report may not be suitable for another purpose.



Terry Vail
RYECROFTS PTY LTD

Registered Company Auditor Number: 305706

Dated this 16th day of October 2015

Goldfields Employment and Learning Centre Inc Committee's Report

The committee members present their report on the association for the financial year ended 30 June 2015.

Committee Members

The names of each person who has been a committee member during the year and to the date of this report are:

John Williamson
Rod Nielsen
Sally Wren
Jeanne Hart
Hilary Hunt
Audrina Andrews
Jane Gehrig
Beverly Watkins
Frances Clarke

Principal Activities

The principal activities of the association during the financial year were the provision of educational and supporting service to persons in the Maryborough area.

Significant Changes

No significant changes in the nature of the association's activity occurred during the financial year.

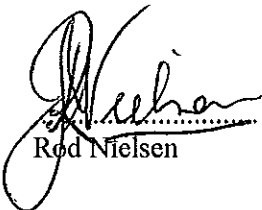
Operating Result

The profit of the association after providing for income tax amounted to \$85,517.

Signed in accordance with a resolution of the Members of the Committee.



.....
John Williamson



.....
Rod Nielsen

Dated
14 October 2015

The accompanying notes form part of these financial statements.

Goldfields Employment and Learning Centre Inc
Statement of Comprehensive Income
For the Year ended 30 June 2015

	Note	2015 \$	2014 \$
Revenue		637,874.92	424,924.00
Finance Costs		-	5.00
Employee Benefits Expense		437,578.19	386,925.00
Depreciation and Amortisation		6,402.00	7,886.00
Other Expenses		108,377.27	103,227.00
Profit before Income Tax	2	<u>85,517.46</u>	<u>(73,119.00)</u>
Total Comprehensive Income		<u>85,517.46</u>	<u>(73,119.00)</u>

The accompanying notes form part of these financial statements.

Goldfields Employment and Learning Centre Inc
Statement of Financial Position
As at 30 June 2015

	Note	2015 \$	2014 \$
Current Assets			
Cash and Cash Equivalents		345,264.08	250,488.00
Trade and Other Receivables	5	13,541.85	39,165.00
Other Current Assets		2,192.10	3,042.00
Total Current Assets		<u>360,998.03</u>	<u>292,695.00</u>
Non-Current Assets			
Property, Plant and Equipment	6	340,312.00	349,513.00
Total Non-Current Assets		<u>340,312.00</u>	<u>349,513.00</u>
Total Assets		<u>701,310.03</u>	<u>642,208.00</u>
Current Liabilities			
Trade and Other Payables	7	15,630.53	21,010.00
Short-Term Financial Liabilities	8	-	15,822.00
Provisions	9	113,513.04	118,727.00
Total Current Liabilities		<u>129,143.57</u>	<u>155,559.00</u>
Total Liabilities		<u>129,143.57</u>	<u>155,559.00</u>
Net Assets		<u>572,166.46</u>	<u>486,649.00</u>
Equity			
Reserves	10	217,844.00	217,844.00
Retained Profits		354,322.46	268,805.00
Total Equity		<u>572,166.46</u>	<u>486,649.00</u>

The accompanying notes form part of these financial statements.

Goldfields Employment and Learning Centre Inc
Statement of Changes in Equity
For the Year ended 30 June 2015

	2015 \$	2014 \$
Retained Earnings	268,805.00	341,924.00
Profit Attributable to Members	85,517.46	(73,119.00)
Balance at 30 June	<u>345,322.46</u>	<u>268,805.00</u>
Asset Revaluation Reserve		
621/00 Balance at 1 July 2014	217,844.00	217,844.00
Balance at 30 June 2015	<u>563,166.46</u>	<u>486,649.00</u>

The accompanying notes form part of these financial statements.

Goldfields Employment and Learning Centre Inc
Statement of Cash Flows
For the Year ended 30 June 2015

	Notes	2015 \$	2014 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Operations		628,048.68	399,388.00
Interest		2,531.13	6,092.00
Payments to suppliers and employees		-547,248.73	-471,069.00
Interest Paid		0	-5.00
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	11a	83,331.08	-65,594.00
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from Sale of Property, Plant & Equipment		11,445.00	0
Purchase of Property, Plant & Equipment		0	0
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		11,445.00	0
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from (Repayment of) Borrowings		0	0
NET CASH PROVIDED, BY (USED IN) FINANCING ACTIVITIES		0	0
NET INCREASE/ (DECREASE) IN CASH HELD		94,776.08	-65,594.00
CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE FINANCIAL YEAR		250,488.00	316,082.00
CASH AND CASH EQUIVALENTS AT THE END OF THE FINANCIAL YEAR 12(b)	11b	345,264.08	250,488.00

The accompanying notes form part of these financial statements

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

1. Summary of Significant Accounting Policies

(a) Basis of Preparation

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (*) *. The committee has determined that the association is not a reporting entity.

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

(b) 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.

(c) Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs.

(e) Property, Plant and Equipment

Property, plant and equipment are carried at cost, independent or committees' valuation. All assets excluding freehold land, are depreciated over their useful lives to the association.

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

(f) Leases

Finance Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership that are transferred to the association are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over their estimated useful lives where it is likely that the association will obtain ownership of the asset or over the term of the lease.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

(g) Revenue and Other Income

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

Revenue is measured at the fair value of the consideration received or receivable and is presented net of returns, discounts and rebates.

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

Sale of Goods

Revenue is recognised on transfer of goods to the customer as this is deemed to be the point in time when risks and rewards are transferred and there is no longer any ownership or effective control over the goods.

Interest Revenue

Interest is recognised using the effective interest method.

Rendering of Services

Revenue in relation to rendering of services is recognised depends on whether the outcome of the services can be measured reliably. If this is the case then the stage of completion of the services is used to determine the appropriate level of revenue to be recognised in the period.

If the outcome cannot be reliably measured then revenue is recognised to the extent of expenses recognised that are recoverable.

Subscriptions

Revenue from the provision of membership subscriptions is recognised on a straight line basis over the financial year.

(h) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense.

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.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

	2015	2014
	\$	\$
2. Profit		
Expenses		
Employee Benefits Expense	437,578.19	386,925.00
Depreciation and Amortisation Expenses	6,402.00	7,886.00
302 Advertising	2,115.02	1,503.00
309 Bank Charges	183.02	41.00
381 Insurance	3,363.71	3,524.00
391 Light & Power	10,753.88	8,758.00
411 Postage	1,221.02	1,592.00
414 Printing & Stationery	2,634.05	2,182.00
422 Rates & Taxes	4,046.77	3,804.00
Rent- Photocopier	2,323.20	2,323.00
Repairs & Maintenance	(7,684.19)	2,059.00
Telephone	6,239.90	5,852.00
Other Expenses	83,180.89	71,589.00
	<u>552,357.46</u>	<u>498,038.00</u>
3. Profit for the Year		
Profit before income tax expense from continuing operations includes the following specific expenses:		
Charging as Expense		
Cost of Goods Sold	-	5.00
Finance Costs	-	5.00
Movements in Provisions		
Depreciation		
- Rental Property	-	5.00
- Property Improvement	5,796.00	6,322.00
- Motor Vehicles	452.00	669.00
- Office Furniture and Equipment	154.00	895.00
	<u>6,402.00</u>	<u>7,891.00</u>
Net Expenses Resulting from Movement in Provisions	<u>6,402.00</u>	<u>7,891.00</u>
Bad & Doubtful Debts:-		
308 - Bad debts written off	2,820.08	13,137.00
347 - Movement in provision for doubtful debts	12,582.30	(90.00)
	<u>15,402.38</u>	<u>13,047.00</u>
Remuneration of the Auditor:-		
307/01 - Audit remuneration - Audit Services	2,800.00	2,800.00
	<u>2,800.00</u>	<u>2,800.00</u>

The accompanying notes form part of these financial statements

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

	2015	2014
	\$	\$
4. Cash and Cash Equivalents		
640 Cheque Account	21,048.78	9,325.00
642 VW Account	511.80	511.00
643 Cash Management Account	184,044.77	102,177.00
644 Business Maxi Direct Account	139,346.93	138,099.00
646 Float	50.00	150.00
648 Petty Cash	261.80	226.00
	<u>345,264.08</u>	<u>250,488.00</u>
Reconciliation of Cash		
Cash and Cash Equivalents	345,264.08	250,488.00
	<u>345,264.08</u>	<u>250,488.00</u>
5. Trade and Other Receivables		
Current		
662 Trade Debtors	34,592.15	47,633.00
663 Less Provision for Doubtful Debts	(21,050.30)	(8,468.00)
	<u>13,541.85</u>	<u>39,165.00</u>
Total Trade and Other Receivables	<u>13,541.85</u>	<u>39,165.00</u>
6. Property, Plant and Equipment		
Land and Buildings		
Buildings		
740/01 Building - Bourke Street	340,000.00	340,000.00
740/05 Building - Men's Shed	6,783.00	6,783.00
740/06 Less Accumulated Depreciation	(6,783.00)	(6,783.00)
	<u>340,000.00</u>	<u>340,000.00</u>
Total Land and Buildings	<u>340,000.00</u>	<u>340,000.00</u>
Plant and Equipment		
742 Photocopier	11,935.00	11,935.00
743/01 Less Accumulated Impairment	11,935.00	11,935.00
744 Motor Vehicles	-	39,541.00
745/01 Less Accumulated Impairment	-	37,240.00
	<u>-</u>	<u>2,301.00</u>

The accompanying notes form part of these financial statements

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

	2015	2014
	\$	\$
746 Air Conditioning	44,010.00	44,010.00
747/01 Less Accumulated Impairment	<u>44,010.00</u>	<u>38,214.00</u>
	-	5,796.00
750 Plant & Equipment	62,099.00	64,100.00
751/01 Less Accumulated Impairment	<u>61,787.00</u>	<u>62,684.00</u>
	312.00	1,416.00
Total Plant and Equipment	<u>312.00</u>	<u>9,513.00</u>
Total Property, Plant and Equipment	<u>340,312.00</u>	<u>349,513.00</u>
7. Trade and Other Payables		
Current		
883 Trade Creditors	3,121.27	4,668.00
908 Provision for GST	<u>12,509.26</u>	<u>16,342.00</u>
	15,630.53	21,010.00
Total Trade and Other Payables	<u>15,630.53</u>	<u>21,010.00</u>
8. Financial Liabilities		
Current		
879 Accrued Wages	-	15,822.00
	<u>-</u>	<u>15,822.00</u>
Total Financial Liabilities	<u>-</u>	<u>15,822.00</u>
9. Provisions		
Current		
901 Provision for Maintenance - Bourke Street	-	10,000.00
903 Provision for Annual Leave	67,086.20	65,339.00
905 Provision for Long Service Leave	35,619.84	40,194.00
906 PAYG Liability	6,436.00	-
907 Superannuation Liability	<u>4,371.00</u>	<u>3,194.00</u>
	113,513.04	118,727.00

The accompanying notes form part of these financial statements

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

	2015	2014
	\$	\$
10. Reserves		
Asset Revaluation Reserve	217,844.00	217,844.00
	217,844.00	217,844.00

11: Cash Flow Information

a) Reconciliation of Cash Flow from Operations with Profit

Profit(Loss)		
Cash flows excluded from profit attributable to operating activities:	85,517.46	-73,119.00
Non-cash flows in profit:		
Depreciation	6,402.00	7,886.00
Provision for Doubtful Debts	12,582.30	-90.00
Profit on Sale of Assets	-5,151.00	0.00
Prior Year Adjustment		-2.00
Changes in assets and liabilities:		
Decrease (Increase) in trade and term debtors	13,040.85	-19,295.00
Decrease (Increase) in prepayments	849.90	34.00
Increase (Decrease) in trade and other payables	-1,546.73	1,666.00
Increase (Decrease) in GST Provisions	-3,832.74	12,059.00
Increase (Decrease) in provisions for employee benefits	-14,530.96	5,267.00
Increase (Decrease) in sundry provisions	-10,000.00	
Net Cash from Operating Activities	83,331.08	-65,594.00

b) Reconciliation of cash

Cash at the end of the financial year as shown in the statements of cash flows is reconciled to the related items in the Statement of Position as follows:

Cash at Bank		
Cash on Hand	344,952.28	250,112.00
Short-Term Bank Deposits	311.80	376.00
	345,264.08	250,488.00

The accompanying notes form part of these financial statements

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2015

12. Events Subsequent to Reporting Date

Since 30 June 2015, no events have occurred which would affect the financial position as at 30 June 2015 Or any other matters disclosed in these financial Statements

13. Contingent Liabilities and Contingent Assets

The committee is unaware of any contingent assets and liabilities not already disclosed elsewhere in this Report as at 30 June 2015.

14. Related Parties

There have been no related party transactions during the year ended 30 June 2015

15. Segment Reporting

The Association operates mainly in one business and geographical area, being in the business of providing educational and associated support services to persons in the Maryborough area.

16. Association Details

The principal place of business of the association is:

Goldfields Employment and Learning Centre Inc.
88 Burke Street
Maryborough VIC 3465

MANAGER'S REPORT

Manager: Frances Clarke

Report written by Frances Clarke

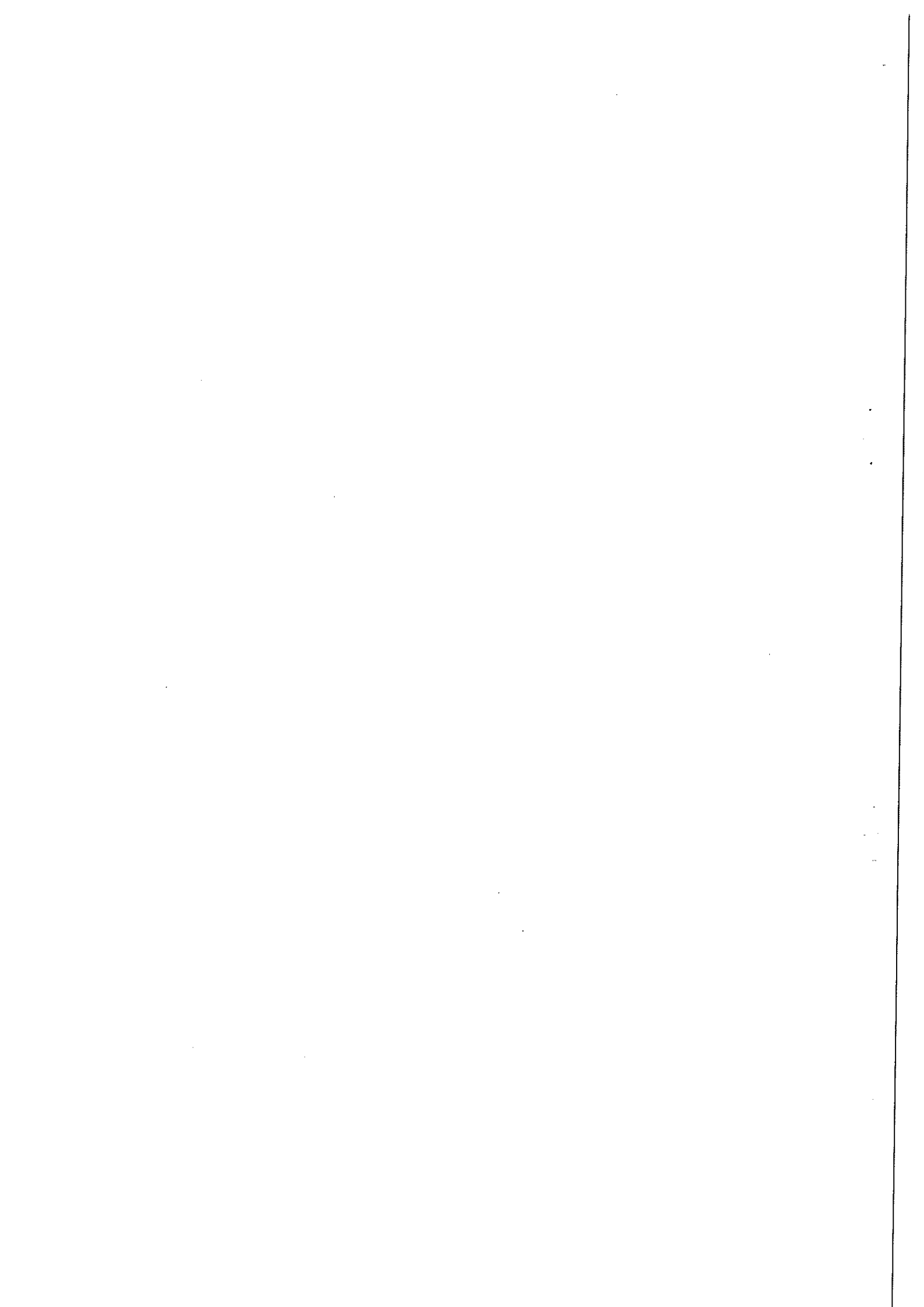
Goldfields Employment and Learning Centre (GELC) is many things to the people of Maryborough and district. We are a Neighbourhood House. We provide Nationally Recognised qualifications. We are a Registered Provider of VCAL for Adults and Youth. We provide a wide range of Learn Local pre-accredited programs to support people's life and career aspirations. We provide hobby courses and one to one tutoring in computers and literacy. We write resumes and assist people to find jobs. We provide breakfast and lunches for our students. More than all of these things we have been part of the Maryborough community for 30 years, a place where people come for advice, to belong and to learn.

All of these reasons are why GELC has had to change and evolve to meet the needs of the community and the ever moving landscape of government programs and funding. Through all of these changes we are still here and thriving. We are smaller and leaner which will give us the scope to grow and develop to meet the needs of the changing external environment.

We are smaller but we are in a healthy financial position. The courses we deliver are all profitable and relevant to the people of Maryborough and district and the job opportunities in the area. We are building stronger relationships with business and government through our role with Go Goldfields to support our relevance and viability. Our future is bright and I would like to thank the Committee of Management for giving me the opportunity to be part of this Maryborough institution and assist in creating our foundation for the future. Thank you also to Jan Coghlan who kept the Manager's chair warm after Jane Gehrig moved on last year. Our permanent staff: Kenny, Aaron, Tim and Jan are important to our success and we need to work as a team to maintain our growth and stability. Our trainers and teachers are crucial to our future. Quality training and teaching is what we must be about. Thank you to Brydie Rowland and Barbara Hilder who have created a strong team to deliver our VCAL program following in the footsteps of Martin and Peter who left mid-year to pursue other projects. Thank you also to Lynn Kellogg, Bernice Czajkowski, Eileen Matthews, Kristian Barber, Paul Turner and Tracy Doherty who provide professional and flexible training to meet the needs of our students.

And last but by no means least, thank you to our wonderful volunteers who support our students and Neighbourhood House Visitors with computer support, cleaning, cooking and whatever else is required on any given day.

If you haven't been to visit us lately on a busy day, please make time to do so. Tuesday, Thursday and Friday are madness with a hive of frenetic activity in all areas of the centre. Call me first so I can ensure I am here to show you around and make you a cup of tea or coffee. Sit in the garden and soak up the atmosphere that is GELC.



EDUCATION AND TRAINING REPORT

Funding: Victorian State Government through The Department of Education and Early Childhood Development (ACFE Learn Local and Skills Victoria);

Training Staff: Martin Grogan, Peter Laczko, Vicki Aurisch, Corina Reid, Bernice Czajkowski, Marcia Beggs, Nicole Linard, Lynnette Kellogg, Lynn McShanag, Jenny Davidson, Tracy Doherty.

Report written by Jan Coghlan

Goldfields Employment & Learning Centre (GELC), have successfully delivered a number of accredited and non-accredited courses over the last 12 months.

Our student numbers have remained constant from last year for our long term courses.

ACCREDITED COURSES

Language and Literacy programs continue to be a major focus for GELC as well as Vocational Courses aimed at the major employment opportunities in the region.

Certificate II in Information, Digital Media and Technology was delivered by Lynette Kellogg.

Certificate III in Aged Care was delivered by Vicki Aurisch and Corina Reid.

Certificate III in Home and Community Care was delivered by Vicki Aurisch and Corina Reid.

Certificate III in Children's Services was delivered by Nicole Linard.

Certificate I in Transition Education was delivered by Bernice Czajkowski.

PROGRAM: THE VCAL PROGRAM

Funded by the Department of Education and Early Childhood Development (DEECD) through Skills Victoria

Staff: Martin Grogan; Peter Laczko; Lynn McShanag, Jenny Davidson

The Victorian Certificate of Applied Learning (VCAL) is a hands-on option for students wanting to complete a senior secondary qualification. The VCAL gives the students practical work-related experience, as well as literacy and numeracy skills and the opportunity to build personal skills.

Like the Victorian Certificate of Education, VCAL is an accredited secondary certificate. Students also complete 200 hours of a vocational (VET) course to complete their certificate. The VCAL offers three levels, Foundation, Intermediate and Senior, to cater for the different needs, abilities and experiences of students.

Our VCAL program aims to provide the skills and knowledge to enable students to make informed choices regarding pathways into work or further education.

In 2015, the VCAL course was delivered by GELC as a registered non senior secondary provider in two different courses. Our youth course is directed at students who wish to complete their VCAL requirements in an adult education environment and is also aimed at reconnecting disengaged young people. Our Adult VCAL course offers adults the opportunity to gain their VCAL certificate levels, which, for a variety of reasons, they have not previously had the opportunity to complete.

VCAL continues to be a very successful program offered by GELC.

PROGRAM: FEE FOR SERVICE – SHORT COURSES

The following Fee for Service short courses were offered on a regular basis at GELC:

Apply First Aid Course HLTFA311A (incorporating Perform CPR). This course was delivered Vicki Aurlisch.

Follow Basic Food Safety Practices HLTFS207C This course was delivered by Corina Reid

Responsible Service of Alcohol SITHFAB009A (RSA). This course was delivered by Marcla Beggs and Tracy Doherty (RSA is a Victorian Commission for Gambling and Liquor Regulation approved course and is required for all people who wish to serve alcohol in licensed venues.)

PROGRAM: ACFE LEARN LOCAL PRE-ACCREDITED COURSES

Funded by the Department of Education and Early Childhood Development (DEECD) through the Adult Community and Further Education Board (ACFE)

Staff: Martin Grogan, Lynn Kellogg and Judy McKail

Learn Local organisations, including GELC, receive funding from ACFE to provide courses and pathways for students. These courses are planned and designed to improve student confidence and skills so that they may move into accredited training or employment.

In the last year, GELC has delivered Basic Computers, Intermediate Computers and Website Creation, and 'Cook fresh – cook and grow local' courses. A Life Skills course addressing youth re-engagement has also been offered to students wishing to reconnect and learn life skills.

THANK YOU

I would like to thank all the trainers and tutors who have delivered and assessed at GELC during the 2014-2015 year.

A special thank you must be made to the reception/administration staff who have had to deal with all tutor and student requests, which at times have made the reception area very hectic.

Lastly we can't forget our students, without whom we would not be here.

VETTRAK STATISTICS REPORT

VETtrak & VASS Manager: Jan Coghlan

VETtrak Data Assistant: Aaron Coghlan

Report written by Jan Coghlan

REPORT

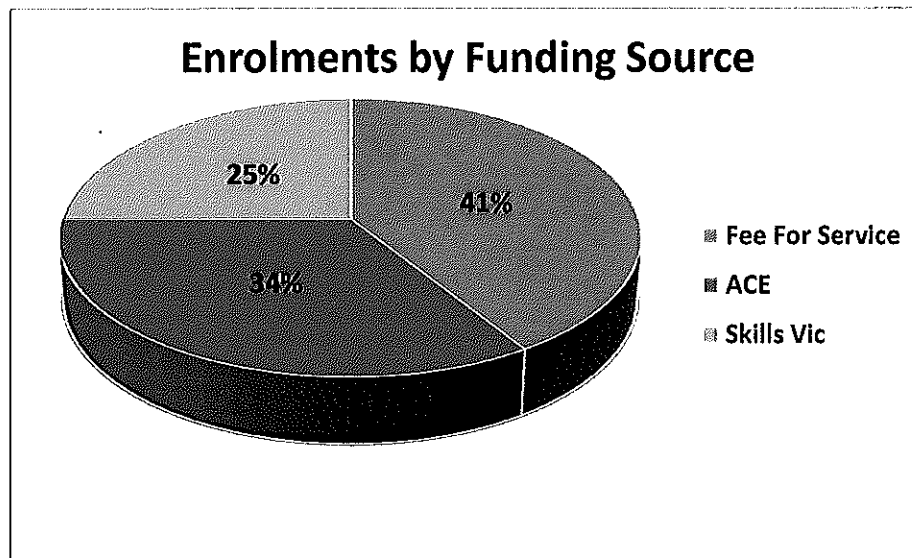
Statistics are an important part of our organisation. Goldfields Employment & Learning Centre uses VETTRAK as its Student Management System to ensure accuracy of reporting of its monthly data. Victorian Government VTG funding and ACFE funding, as well as Fee for Service courses are all reported through our VETtrak database program to the Victorian Government Skills Victoria Training System (SVTS). All client details, classes and results are recorded using this program.

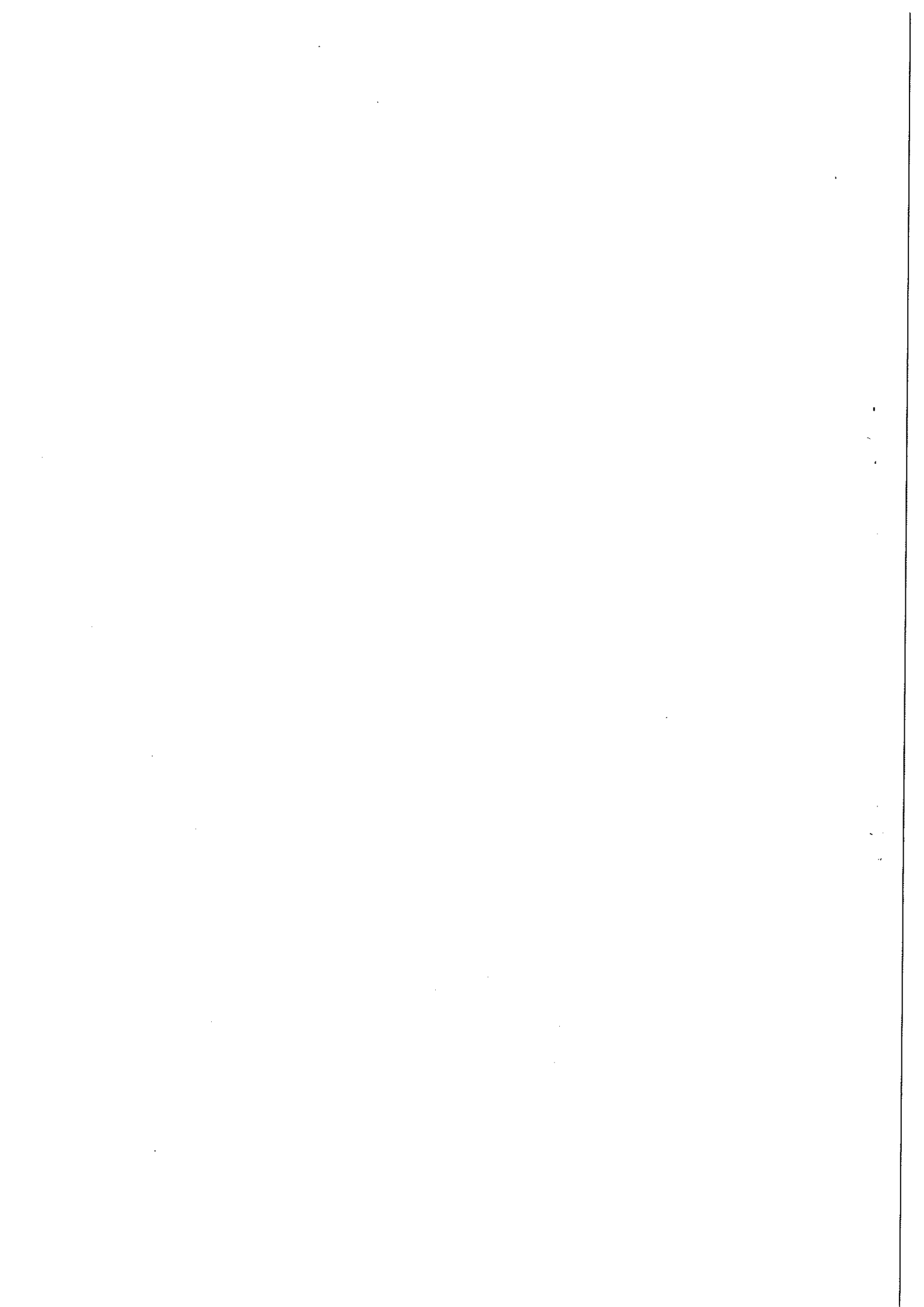
During the 2014/2015 year, GELC had 267 student enrolments in a successful year of training. The details uploaded to Skills Victoria are accessed by a number of funding bodies.

FUTURE

The State Government remains committed to improving the language, literacy, numeracy and work skills to some of the most vulnerable people in communities across Victoria.

Goldfields Employment and Learning Centre is a registered Foundation Skills Approved Provider and offers courses to students to help improve their personal, social, community and work skills.





SHORT COURSES REPORT

Coordinator: Kenny O'Connor

Staff: Kenny O'Connor and Aaron Coghlan

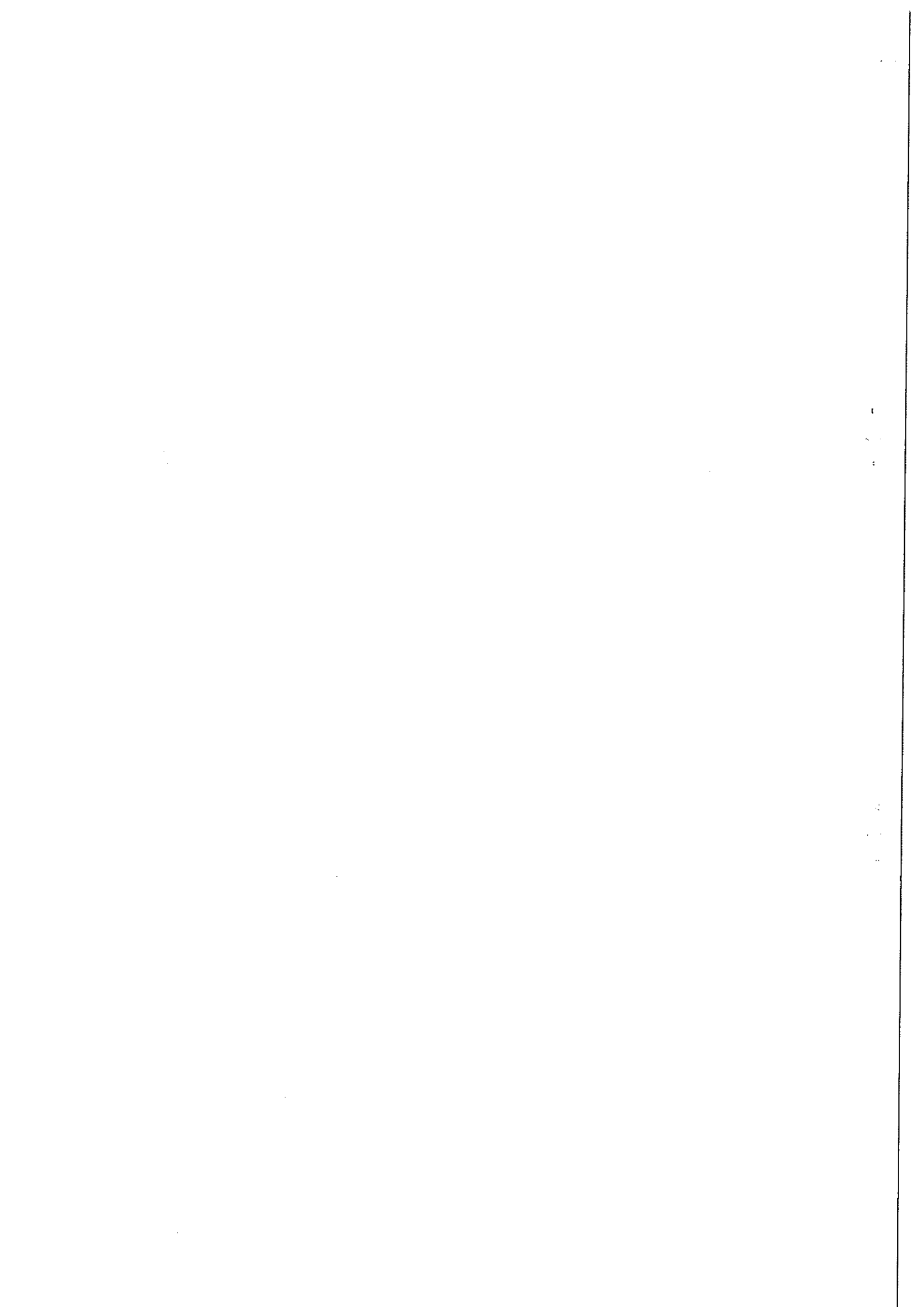
Report written by Aaron Coghlan

SHORT COURSES

It has been a fairly steady period for short courses from July 2014 to June 2015. GELC has enrolled a total of 108 participants.

Responsible Service of Alcohol	71
Follow Workplace Hygiene Procedures	12
First Aid Certificate II	19
Perform CPR	6

GELC have been continuing to work closely with Job agencies and various businesses around the district to help drum up more numbers so we are able to run more classes more often for the public. We hope to increase our numbers for the next financial year with our short courses.



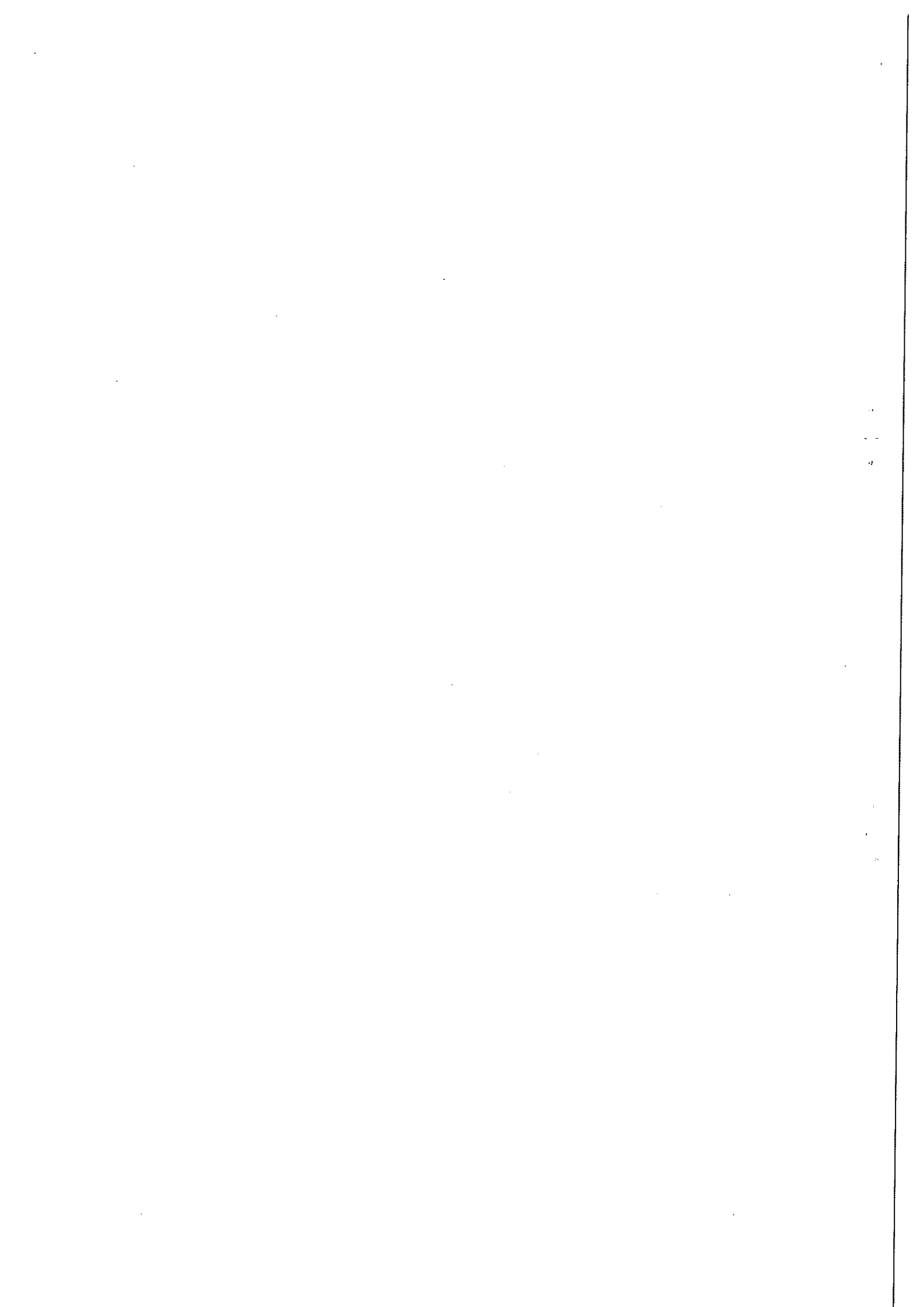
EMPLOYMENT REPORT

Coordinator: Kenny O'Connor

Report written by Kenny O'Connor

GELC has funding to run the ENGAGE Program which provides support to 16 – 24 year olds experiencing unemployment to develop their skills and pathways to education, training and careers. Our contract includes the provision of job search mentoring, resume support, work experience, employment placement and short courses. The short courses offered are: Responsible Service of Alcohol; First Aid and Food Handlers. We have provided these services to around 70 youth this year with some successfully completing courses and obtaining employment.

Job search support is provided by GELC through the Neighbourhood House to people of all ages. It is something we have done for over 20 years and people always return to us for this support when they are applying for a job and need a new resume.



NEIGHBOURHOOD HOUSE AND ACFE REPORT

*Staff: Carolyn Eldridge, Aaron Coghlan, Frances Clarke, Lynn Kellogg, Kristian Barber
Volunteers: Paul Turner, Jo-anne Hendrickson, James Bathurst, Leneta Scot-Dalgleish,
Priscilla Wickham, Miriam Lambert, Leonie Mackay
Neighbourhood House Coordinator: Frances Clarke*

Report written by Frances Clarke

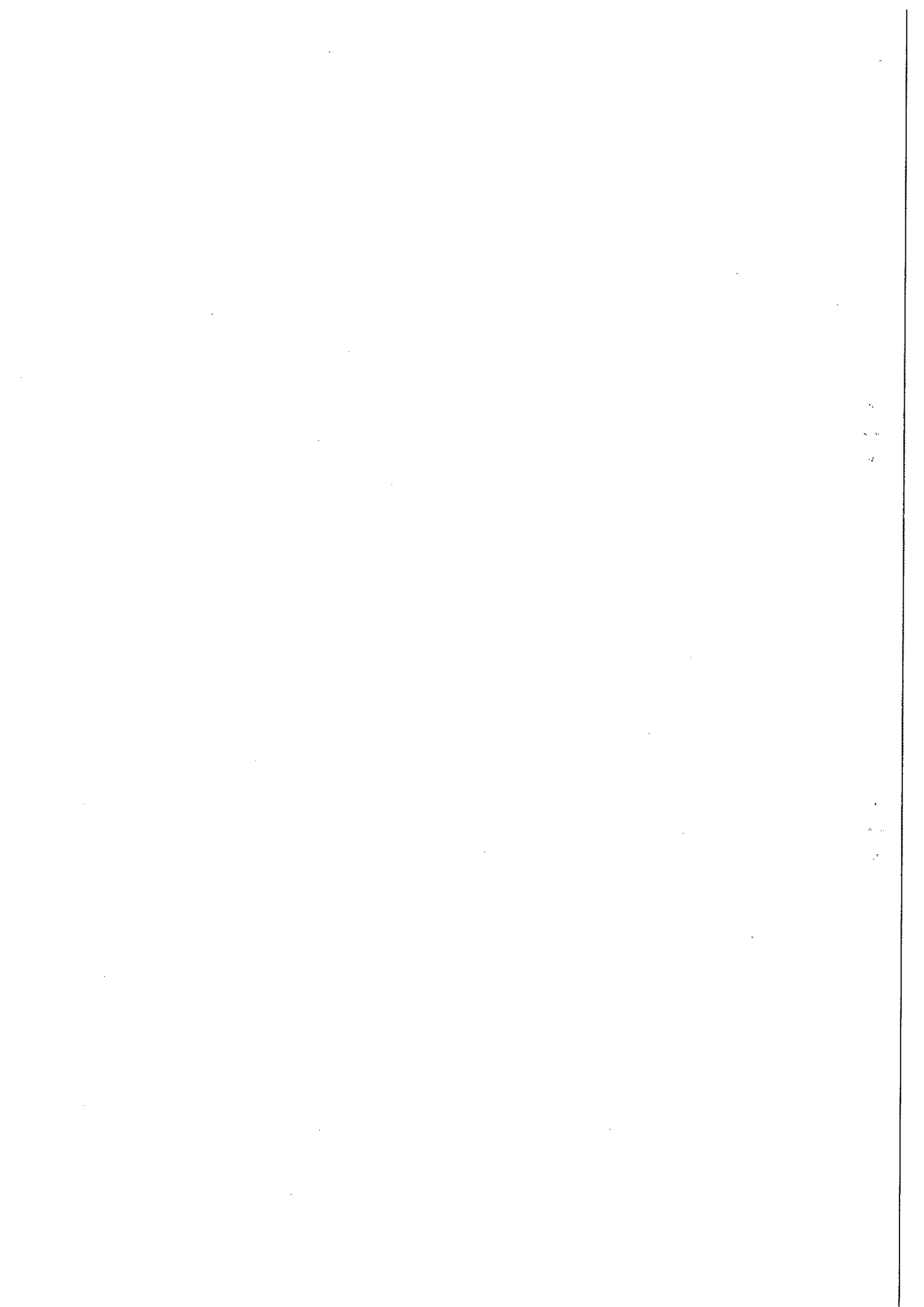
GELC Neighbourhood House is funded by the Victorian Department of Health and Human Services and ACFE Board. This gives GELC the opportunity to provide community building activities for all of our students and users of our facilities. We farewelled Carolyn Eldridge this year and thank her for many years of service to GELC. We were also sad to lose one of our long-term volunteers, Jo-anne Hendrickson who passed away in April after a long illness.

The on-line centre has lost relevance in a society where phones and tablets are accessible to so many although we still have computers for the public to use. We are still offering the Broadband for Seniors service and one-to-one computer tutoring with Paul Turner and Aaron Coghlan. Sally Wren provides compassionate and professional adult literacy support. The sale of vehicles and a grant from ACFE will enable us to purchase new computers in the new year for our Beginners and Intermediate Computer courses and for use by our VCAL and VET students.

Our community lunches have evolved into *All GELC User Lunches* on Tuesday, Thursday and Friday and adds to the sense of community in our centre. We also provide breakfast for students on those days. Our meals are made by myself and Leneta Ascot-Dalgleish with ingredients donated by FoodShare Bendigo.

We have developed 14 new Learn Local ACFE funded courses for 2016 that will enable us to deliver a wide range of pre-accredited programs to the people of Maryborough in subjects such as Language and Literacy for Adults, Resume Writing, Preparing to Study, Return to Work and 8 diverse IT subjects. We will be working with the Maryborough Community House to share our expertise and experience delivering Learn Local ACFE funded courses with the support of DHHS. Last but by no means least, we are delivering a funky barista course with Kristian Barber.

Like the rest of GELC the Neighbourhood House is evolving and changing all the time including the hosting of the VCAL Garage Sale tomorrow with proceeds going to #SayNotoFamilyViolence and WaterAid AND the VCAL end of year formal in December.



ADMINISTRATION REPORT

Administration Staff: Carolyn Eldridge, Jan Coghlan, Aaron Coghlan, Kenny O'Connor, Tim Le Lievre.

Volunteers: Yvonne Maclean, Leneta Scot-Dalgleish

Report written by Aaron Coghlan.

In the 2014/2015 financial year, Goldfields Employment and Learning Centre continued with changes made from the previous financial year.

We would like to say farewell to Jane Gehrig, our Goldfields Employment and Learning Centre manager who has been managing GELC over the past four years been working at GELC for many years and will be missed.

Also, we would like to say welcome to our new manager, Frances Clarke. Coming from previous RTO backgrounds, we look forward together with her.

We have continued the new process systems we have introduced for our Short Accredited Courses with course dates available well in advance for prospective students. This system has seen an increase in course attendance numbers. Our Policies and Procedures are continuously being updated to ensure that we meet all our requirements and continue to be compliant with government regulations.

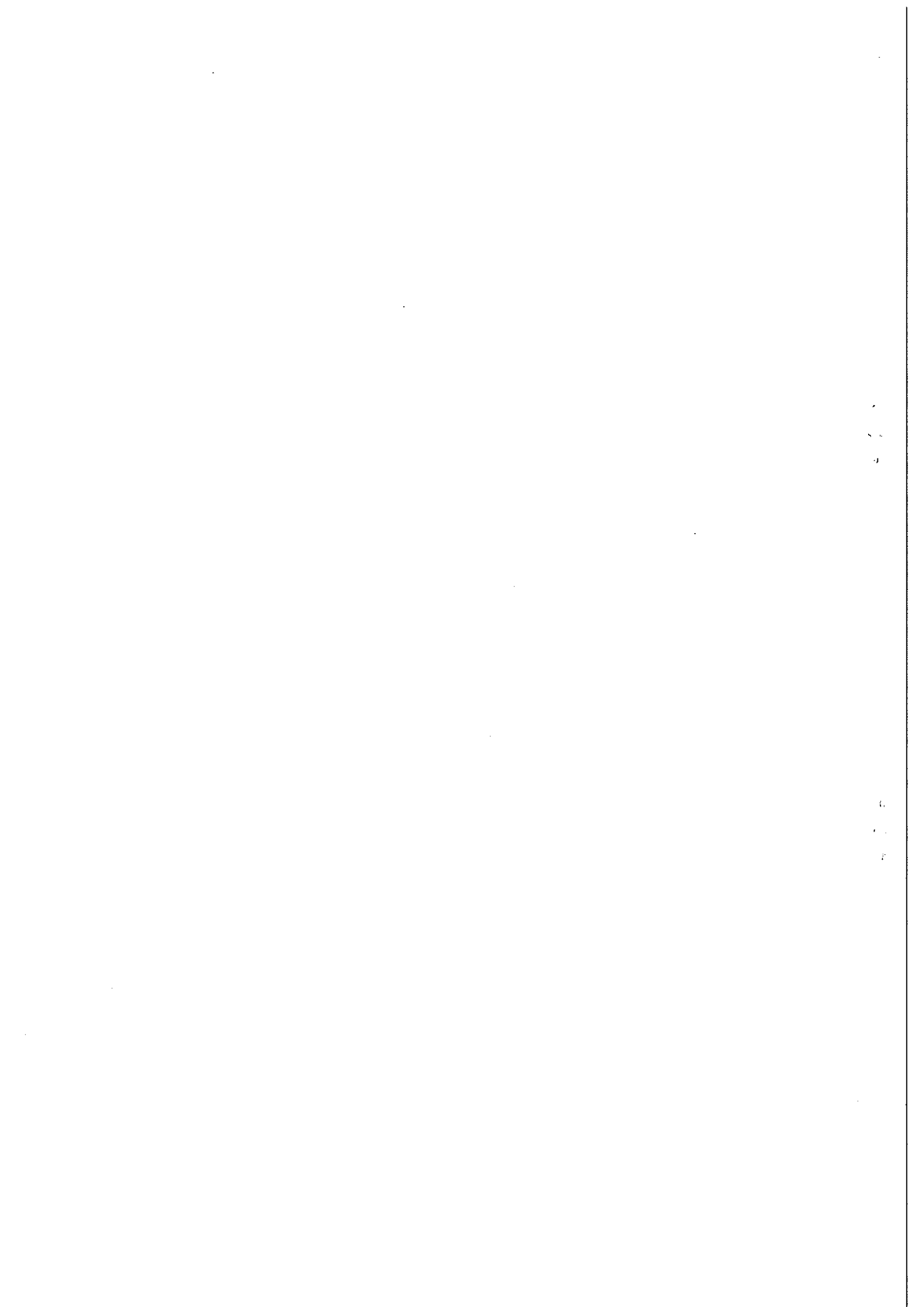
GELC has currently updated its Scope of Registration to include new updated short courses. These include the Follow Basic Food Safety Practices and Provide First Aid units. We are looking into designing a few new short courses that we will hope to run and are in the planning process of getting them finalised for delivery in the future.

GELC are still currently running with the newly introduced new courses as part of our Scope that were introduced in 2014 including; Certificate II in Information, Digital Media and Technology, Adult VCAL and Certificate III in Home and Community Care.

GELC's enrolments have shown reasonably steady numbers across all of our courses 2014/2015 year but we are looking to grow our numbers and courses more. We have provided courses for all people in our Shire including the rural areas. Students have enrolled in accredited courses, short courses, hobby courses and foundation courses.

Although there were a few ups and downs during this past financial year, all the COM, staff and volunteers are still working together to make Goldfields Employment and Learning Centre a positive and enjoyable environment to work and learn in.

GELC would like to thank all staff and volunteers for all their effort and hard work put in over the past financial year to help keep us running efficiently and effectively and we look forward to continuing to improving our systems even more to keep our organisation running smoothly in the future.



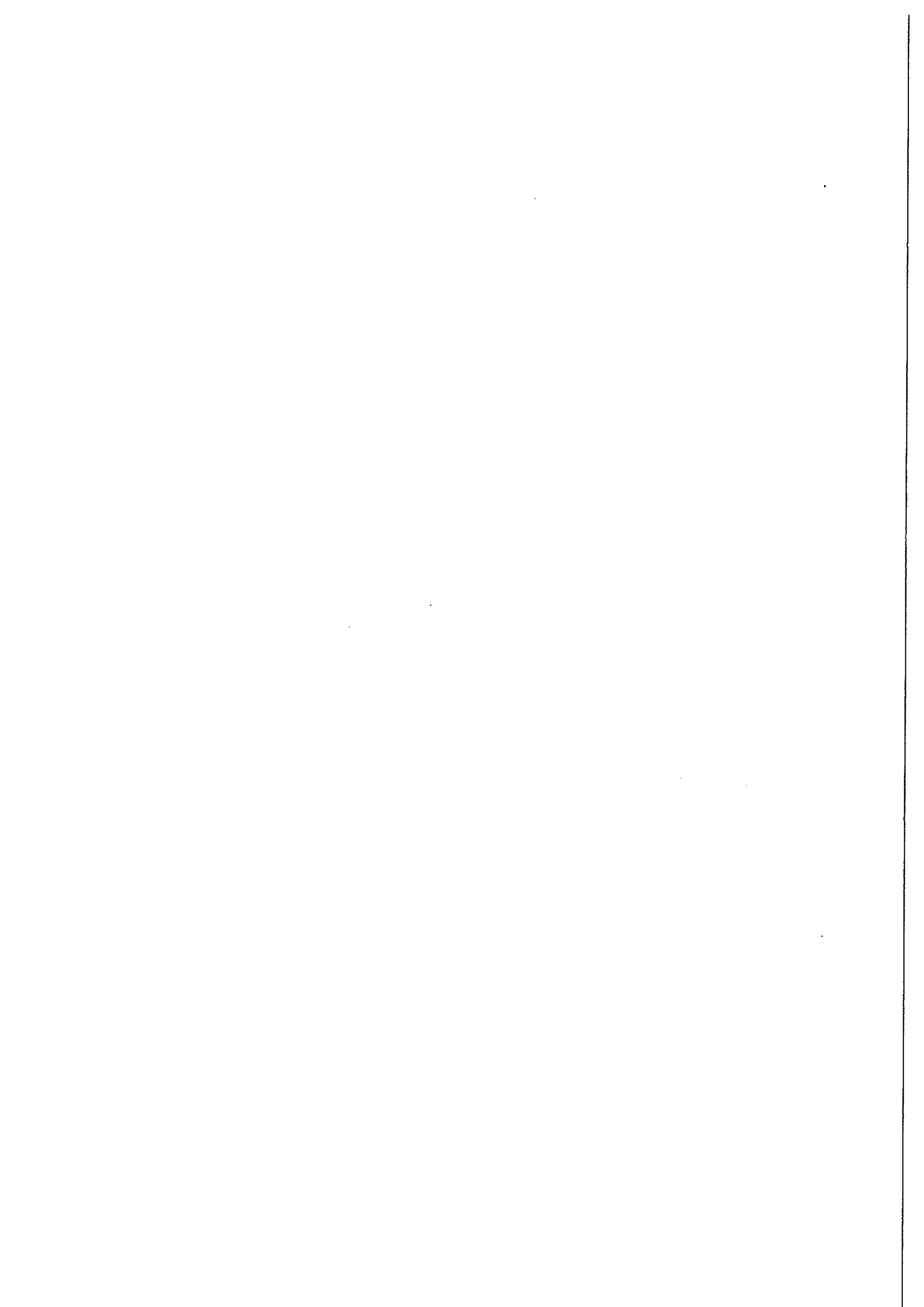


14th Annual Meeting – Thursday 29th October 2015

AGENDA

1. Open AGM
2. Welcome
3. Apologies
4. Confirmation of 2013-2014 AGM minutes
5. Appointment of Auditor for 2015/2016
6. Reports: **Chairperson**
Treasurer
Manager
7. Returning Officer's Report
8. Introduction of Guest Speaker

Sharon Fraser – Central Goldfields Shire
9. Close AGM for refreshments



RETURNING OFFICER'S REPORT

Returning Officer: Frances Clarke

Report written by Frances Clarke

In accordance with the Goldfields Employment and Learning Centre Incorporated Constitution and Statement of Purpose, I submit the Returning Officer's Report for 2014/2015.

As required, GELC advertise the date and format of our 14th Annual General Meeting and that there were vacancies for positions on the Committee of Management, in the Maryborough Advertiser on the 6th October 2015.

This year there are six incumbent members:

- John Williamson
- Jean Hart
- Hilary Hunt
- Sally Wren
- Rod Nielsen
- Bev Watkins

John Williamson's three year term as a committee member ends tonight. He has been nominated again. Rod Nielsen's three year term as a committee member ends tonight. He has been nominated again.

Andrina Andrews is deceased so her position has become vacant. Matthew Broad has nominated for a vacancy on the Committee of Management. She was not a member of the Goldfields Employment and Learning Centre prior to this time. He will fill a casual vacancy until the next AGM.

I move that all three nominations to the GELC Committee of Management be elected for a period of three years.

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