

"Working for our community"



**Goldfields
Employment &
Learning Centre**



16TH ANNUAL REPORT

1 JULY 2016—30 JUNE 2017

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



OUR MISSION

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

Supporting Behaviours

- We will forge links in a co-operative pattern with all regional organisations that pursue and support our mission
- We will assist and support people of all ages who have had reduced educational success
- We will develop and maintain close positive relationships with the relevant departments at all levels of government.

The management of GELC will remain in the hands of a Committee of Management dedicated to this mission and operating through a committed manager and highly trained staff.

Working for our Community

CHAIRPERSON'S REPORT

Chair: John Williamson

I am pleased to present this annual report for the 2016-2017 year.

The last financial year was a year of change and consolidation. At the start of the FY the ratio of Administrative to Teaching staff was seriously out of balance, and had (for various and complex reasons) been so for several years. Reluctantly we had to shed two of our long serving administrative staff. We now have a much better ratio of Administrative staff to Teaching staff, and this one of the reasons that we are now in a much sounder financial position.

The other roller coaster was that our manager Frances was head hunted for another position and resigned effective from 14/10/2016. However, when the main location of this job changed, Frances expressed in interest in returning to the manager's position at GELC. In February, we delighted to welcome Frances back to her position at GELC.

As you can see from the financial reports, Goldfields Employment and Learning Centre (GELC) achieved an operating profit for the 2016-2017 Financial Year and will build on that success in the coming years.

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.

Red Cat Relics Opportunity Shop is run by the VCAL students who open it on days to fit in with their program.

This year we welcomed the Maryborough Community Garden to GELC. They have worked hard to set up the garden at the rear and we look forward to watching the progress.

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, trainers

and volunteers provide excellent support to our students and Neighbourhood House users and we look forward to long relationships with them all.

I would like to thank each and every member of the Committee for attending meetings month after month and making the hard decisions that enable GELC to provide services to the people of Maryborough and district.

TREASURER'S REPORT

Treasurer: Rod Nielsen

GELC made a surplus of \$57, 148.00 for the 2016/2017 Financial Year. This was made possible as a result of two administration redundancies. I would like to thank Frances, for her efforts in ensuing GELC delivers the best possible service, with the level of funds available. I would also like to thank our Book Keeper Tim for his conscientious work. Shane Bicknell has also provided invaluable professional accounting services.

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 2017.

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
Matt Broad
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.

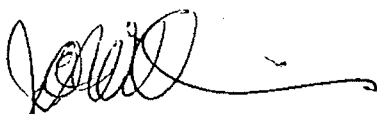
Significant Changes

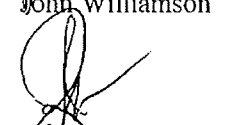
No significant changes in the nature of the association's activity occurred during the financial year.

Operating Result

The profit of the association after providing for income tax amounted to \$57,148

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


.....
John Williamson


.....
Rod Nielsen

Dated 3rd October 2017

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 2017

	Note	2017 \$	2016 \$
Revenue		429,785	483,310
Employee Benefits Expense		361,384	366,529
Depreciation and Amortisation		3,855	1,520
Other Expenses		7,398	54,825
Profit before Income Tax	2	<u>57,148</u>	<u>60,436</u>
Total Comprehensive Income		<u>57,148</u>	<u>60,436</u>

The accompanying notes form part of these financial statements.

Goldfields Employment and Learning Centre Inc
Statement of Financial Position
As at 30 June 2017

	Note	2017 \$	2016 \$
Current Assets			
Cash and Cash Equivalents		374,408	382,610
Trade and Other Receivables	5	7,610	11,533
Other Current Assets		2,363	2,327
Total Current Assets		<u>384,381</u>	<u>396,470</u>
Non-Current Assets			
Property, Plant and Equipment	6	344,783	347,775
Total Non-Current Assets		<u>344,783</u>	<u>347,775</u>
Total Assets		<u>729,164</u>	<u>744,245</u>
Current Liabilities			
Trade and Other Payables	7	10,373	11,715
Provisions	8	29,041	99,928
Total Current Liabilities		<u>39,414</u>	<u>111,643</u>
Total Liabilities		<u>39,414</u>	<u>111,643</u>
Net Assets		<u>689,750</u>	<u>632,602</u>
Equity			
Reserves	9	217,844	217,844
Retained Profits		471,906	414,758
Total Equity		<u>689,750</u>	<u>632,602</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 2017

	2017	2016
	\$	\$
Retained Earnings		
Balance at 1 July 2016	414,758	354,322
Profit Attributable to Members	57,148	60,438
Balance at 30 June 2017	<u>471,906</u>	<u>414,758</u>
Asset Revaluation Reserve		
621/00 Balance at 1 July 2016	217,844	217,844
Balance at 30 June 2017	<u>689,750</u>	<u>632,602</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 2017

	Notes	2017 \$	2016 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from Operations		426,815	493,676
Interest		1,022	1,849
Payments to suppliers and employees		435,176	(449,696)
Interest Paid		-	-
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	11a	(7,339)	45,829
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from Sale of Property, Plant & Equipment		-	500
Purchase of Property, Plant & Equipment		(863)	(8,983)
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		(863)	(8,483)
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from (Repayment of) Borrowings		-	-
NET CASH PROVIDED, BY (USED IN) FINANCING ACTIVITIES		-	-
NET INCREASE/ (DECREASE) IN CASH HELD		(8,202)	37,346
CASH AND CASH EQUIVALENTS AT THE BEGINNING OF THE FINANCIAL YEAR		382,610	345,264
CASH AND CASH EQUIVALENTS AT THE END OF THE FINANCIAL YEAR 12(b)	11b	374,408	382,610

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 2017

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.

The accompanying notes form part of these financial statements and should be read in conjunction with the attached Compilation Report.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

(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.

The accompanying notes form part of these financial statements and should be read in conjunction with the attached Compilation Report.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

	2017	2016
	\$	\$
2. Profit		
Expenses		
Employee Benefits Expense	361,384	366,529
Depreciation and Amortisation Expenses	3,855	1,520
Advertising	872	1,303
Bank Charges	-	5
Insurance	2,438	2,340
Light & Power	10,217	9,474
Postage	449	684
Printing & Stationery	1,529	2,413
Rates & Taxes	5,135	3,877
Rent- Photocopier	2,023	2,207
Repairs & Maintenance	2,098	2,271
Telephone	6,073	5,983
Other Expenses	(23,436)	24,268
	<u>372,637</u>	<u>422,874</u>

3. Profit for the Year

Profit before income tax expense from continuing operations includes the following specific expenses:

Charging as Expense

Movements in Provisions

Depreciation		
- Property Improvement	-	-
- Motor Vehicles	-	-
- Office Furniture and Equipment	3,855	1,520
	<u>3,855</u>	<u>1,520</u>

Net Expenses Resulting from Movement in Provisions	<u>3,855</u>	<u>1,520</u>
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Bad & Doubtful Debts:-

Bad debts written off	60	2,296
Movement in provision for doubtful debts	2,935	(10,206)
	<u>2,995</u>	<u>7,910</u>

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Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

	2017	2016
	\$	\$
Remuneration of the Auditor:-		
Audit remuneration - Audit Services	2,800	2,800
	<u>2,800</u>	<u>2,800</u>
4. Cash and Cash Equivalents		
Cheque Account	16,625	15,676
VW Account	35	513
Cash Management Account	215,272	225,051
Business Maxi Direct Account	142,136	141,155
Float	50	50
Petty Cash	290	165
	<u>374,408</u>	<u>382,610</u>
Reconciliation of Cash		
Cash and Cash Equivalents	374,408	382,610
	<u>374,408</u>	<u>382,610</u>
5. Trade and Other Receivables		
Current		
Sundry Debtors	310	702
Trade Debtors	21,080	21,675
Less Provision for Doubtful Debts	(13,780)	(10,844)
	<u>7,610</u>	<u>11,532</u>
Total Trade and Other Receivables	<u>7,610</u>	<u>11,532</u>
6. Property, Plant and Equipment		
Land and Buildings		
Buildings		
Building - Bourke Street	340,000	340,000
Building - Men's Shed	6,783	6,783
Less Accumulated Depreciation	(6,783)	(6,783)
	<u>340,000</u>	<u>340,000</u>
Total Land and Buildings	<u>340,000</u>	<u>340,000</u>

The accompanying notes form part of these financial statements and should be read in conjunction with the attached Compilation Report.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

	2017	2016
	\$	\$
Plant and Equipment		
Photocopier	11,935	11,935
Less Accumulated Impairment	<u>(11,935)</u>	<u>(11,935)</u>
	-	-
Air Conditioning	44,010	44,010
Less Accumulated Impairment	<u>(44,010)</u>	<u>(44,010)</u>
	-	-
Plant & Equipment	71,945	71,082
Less Accumulated Impairment	<u>(67,162)</u>	<u>(63,307)</u>
	4,783	7,775
Total Plant and Equipment	<u>4,783</u>	<u>7,775</u>
Total Property, Plant and Equipment	<u>344,783</u>	<u>347,775</u>
7. Trade and Other Payables		
Current		
Trade Creditors	185	699
Provision for GST	<u>10,188</u>	<u>11,015</u>
	10,373	11,714
Total Trade and Other Payables	<u>10,373</u>	<u>11,714</u>
8. Provisions		
Current		
Provision for Annual Leave	7,606	70,318
Provision for Long Service Leave	15,333	22,244
PAYG Liability	3,330	4,326
Superannuation Liability	<u>2,772</u>	<u>3,040</u>
	<u>29,041</u>	<u>99,928</u>
9. Reserves		
Asset Revaluation Reserve	<u>217,844</u>	<u>217,844</u>
	<u>217,844</u>	<u>217,844</u>

The accompanying notes form part of these financial statements and should be read in conjunction with the attached Compilation Report.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

	2017	2016
	\$	\$
11: Cash Flow Information		
a) Reconciliation of Cash Flow from Operations with Profit		
Profit(Loss)		
Cash flows excluded from profit attributable to operating activities:	57,148	60,436
Non-cash flows in profit:		
Depreciation	3,855	1,520
Provision for Doubtful Debts	2,935	(10,206)
Profit on Sale of Assets	-	(500)
Changes in assets and liabilities:		
Decrease (Increase) in trade and term debtors	987	12,215
Decrease (Increase) in prepayments	(36)	(135)
Increase (Decrease) in trade and other payables	(1,779)	(5,863)
Increase (Decrease) in GST Provisions	(828)	(1,493)
Increase (Decrease) in provisions for employee benefits	(69,623)	(10,145)
Net Cash from Operating Activities	(7,339)	45,829

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	374,068	382,394
Short-Term Bank Deposits	340	215
	374,408	382,609

The accompanying notes form part of these financial statements and should be read in conjunction with the attached Compilation Report.

Goldfields Employment & Learning Centre Inc
Notes to the Financial Statements
For the Year ended 30 June 2017

12. Events Subsequent to Reporting Date

Since 30 June 2017, no events have occurred which would affect the financial position as at 30 June 2017 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 2017.

14. Related Parties

There have been no related party transactions during the year ended 30 June 2017

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:

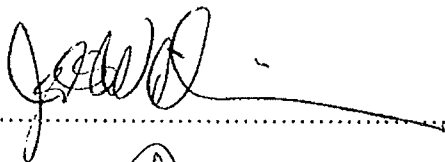
Goldfields Employment and Learning Centre Inc.
88 Burke Street
Maryborough VIC 3465


Goldfields Employment and Learning Centre Inc Committee's Report

In the opinion of the Committee, the financial report as set out on the preceding pages:

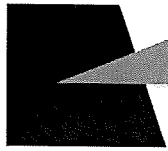
1. Presents a true and fair view of the financial position of Goldfields Employment & Learning Centre Inc. as at 30 June 2017 and its performance for the year ended on that date in accordance with Australian Accounting Standards, mandatory professional reporting requirements and other authoritative pronouncements of the Australian Accounting Standards Board.
2. At the date of this statement there are reasonable grounds to believe that Goldfields Employment & Learning Centre Inc. will be able to pay its debts as and when they fall due.

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

President.....

Committee Member.....

Dated this ...3rd...day of October 2017



Ryecrofts Pty Ltd

CPA & registered company auditor
liability limited by a scheme approved under professional standards legislation

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 2017.

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 2017 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

RYECROFTS PTY LTD



Dated this 3rd day of October 2017

Liability limited by a scheme approved under Professional Standards Legislation

MANAGER'S REPORT

*Administration Staff: Frances Clarke, Kenny O'Connor and Tim Le Lievre
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 Secondary Education Provider of the Victorian Certificate of Applied Learning (VCAL). 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.

GELC is smaller and 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 now share our space with the Maryborough Community Garden, Intereach (NDIS provider), Axis, Access and a group of carpentry students from Genesis Church. We are also in negotiations to share our space with other similar organisations and programs to create the synergy required to provide better service to the people of Maryborough.

Earlier this year the committee of management implemented a structural change whereby they reduced the administration / teaching staff ratio that was above 50%. It is now a much healthier 30% which reflects our income and priorities. We must focus on our community and teaching / training staff that support the students and generate income. Kenny O'Connor and I now do all of the reporting to the relevant government departments with an enhanced focus on data integrity.

Barb Hilder has worked brilliantly with our Transition Education students this year. They enjoy their time at GELC and we will offer them an extra day of attendance next year under the guidance of Barb.

Brydie Rowland has continued in her role as VCAL Coordinator and teacher. Brydie delivers VCAL using a student centred approach involving customised assessment tasks based around the interest areas of each student. Brydie and I are reworking the VCAL offering for 2018 to enhance the student centred nature of the program. Brydie has signed a contract with us to continue in her role until December 2018.

Colin Possamai continued to deliver pre-accredited ACFE funded IT programs throughout the year. Colin is very patient and works very well with students of all ages. Colin also delivered 7 units of nationally recognised training to the VCAL students requiring 200 hours of VET to successfully complete their VCAL qualification. Colin will be returning to GELC in 2018.

GELC are working with the Department of Justice and Regulation to provide an activity for people completing community based corrections orders. Jim Richardson supervises the group who are assisting in the development of the Maryborough Community Garden infrastructure. This program will continue into 2018.

I would like to thank all staff for working so hard this year to create the place that GELC needs to be.

NEIGHBOURHOOD HOUSE REPORT

Coordinator: Frances Clarke

Volunteers: Paul Turner, Miriam Lambert, Sally Wren, Jim Richardson and Maryborough Community Garden

Report Written by Frances Clarke

GELC Neighbourhood House is funded by the Victorian Department of Health and Human Services. This gives GELC the opportunity to provide community building activities for all of our students and users of our facilities.

Our Facebook page has been rebranded GELC Neighbourhood House and it includes all GELC activities. Please like and share the page so that you can keep up to date with GELC news.

Soup Friday was held every 2nd Friday during winter. It was very successful providing delicious soup and crusty bread in a friendly environment. We are working on our summer alternative to Soup Friday which commences this Friday the 27th of October with Eat, Play, Chat, an initiative of our VCAL group.

Kenny O'Connor provides job search and resume services to our clients which forms a large part of GELC's Neighbourhood House activity each week. Kenny also manages the DHHS funded ENGAGE program which focuses on skills building among 16 – 24 year olds in the shire by providing short courses, job search and mentoring. We have met all of our targets for ENGAGE and will be applying for funding for 2018 – 2020. We were also able to offer tax return advice to our clients thanks to the generous donation of time from our accountant Shane Bicknell.

Paul Turner has provided excellent one to one computer coaching for many people this year using the Broadband for Senior's PCs. Paul is patient and knowledgeable and his sessions very popular.

The students have been focusing on completing their VCAL outcomes and have not had the shop open this term. It will re-open after the Eat, Play, Chat event on Friday the 27th of October and have spent this week spring cleaning and re-merchandising the shop.

Barista Basics is a very popular hobby course run by GELC Neighbourhood House. Kristian Barber from the Supreme guides people through the skills required to make excellent coffee and the smell of fresh coffee beans wafts through GELC on a regular basis.

The GELC Book Swap enables people to browse and borrow books at no charge at any time. We have a wide selection of donated books which have been very popular. People return the book or replace it with another book that they have read. Any activity that encourages reading is beneficial to the entire community.

The role of GELC Neighbourhood House is to create community and this year we have come a long way in creating the community hub we need to be for the people of Maryborough. People come here to chat, ask for assistance, learn things and meet new people. Our growing partnerships will ensure that our community building activities will continue to develop and grow.

Thank you to all who have supported our initiatives and we look forward to sharing more with you all over the next 12 months.

EDUCATION AND TRAINING REPORT

Skills First: Skills First Funding covers our nationally recognised qualifications and Victorian Certificate of Applied Learning (VCAL).

GELC has reduced the number of nationally recognised qualifications that it offers due to changes in funding arrangements. Additionally, a number of external providers have entered the Maryborough market which has dramatically reduced the number of students applying for each qualification through GELC making the courses non-viable.

VCAL

Staff: Brydie Rowland, Heiner Bauch and Sophie Graham

The Victorian Certificate of Applied Learning (VCAL) is a practical qualification for students choosing to complete their secondary education in a non-school environment. The program is offered at Foundation (Year 10), Intermediate (Year 11) and Senior (Year 12) levels and comprises of 7 compulsory subjects at each year level with an additional 200 hours of Vocational Education and Training (VET) offered at either Intermediate or Senior level. Our VCAL students range from 16 to 26 years of age.

Students younger than 16 are encouraged to stay at their current school or enrol at the Maryborough Education Centre (MEC) Flexible Learning Options (FLO) School located directly behind GELC. We have a constant waiting list of students waiting until they turn 16 to enter GELC, usually younger siblings of current or past students.

Our program provides skills and knowledge aimed at giving our VCAL students choices about their future work and education pathways. It is delivered in a student centre manner with Brydie working hard to customise assessment tasks to meet the needs and interests of individual students. The VCAL demographic ensures that retention and completion will always be a challenge for GELC. Brydie Rowland and I are constantly planning, implementing and evaluating ways of improving the program and outcomes for the benefit of all stakeholders.

During this financial year I employed two VCAL counsellors to assist with the pastoral needs of the group and reduce this dimension of the job for Brydie. It evolved that students preferred to discuss their private issues with existing GELC staff so the need to a counsellor was diminished. We may attempt to introduce a counsellor again at a later date.

Over the 12 months of the last financial year we have had a consistent VCAL enrolment of 18 students across the 3 levels.

Certificate I in Transition Education (22301VIC)

Staff: Bernice Czajkowski and Barbara Hilder

Bernice retired from teaching after a long career in December 2016. We were fortunate to replace her with Barb Hilder. Barb has taken to the role of teacher of transition education with gusto. This year's unit of work is about travel with the students planning a range of short trips that will culminate in a trip to Ballarat animal park in late November. Our disability students gain a lot of social and community skills through the program so we will be offering them 2 days next week to enhance their experience.

Certificate II in Information, Digital Media and Technology (ICT20115)

Staff: Colin Possamai

Seven units of this qualification were delivered to our VCAL Intermediate and Senior students during terms 2 and 3. Three VCAL students from MEC were also referred to the program and successfully completed it. This was a significant move towards collaboration between GELC and MEC.

EDUCATION AND TRAINING REPORT CONTINUED

Pre-Accredited Training

Staff: Colin Possamai and Barbara Hilder

Funded by the Adult community and Further Education Board (ACFE). These courses provide skills and knowledge for those not ready to complete nationally recognised qualifications in a range of vocational and employability skills areas. GELC delivered a range of computer and adult literacy programs during the financial year that result in Certificates of Participation and a re-introduction to learning. We delivered over 3000 hours of pre-accredited training and engaged over 80 people in the programs during the financial year.

Hobby Courses

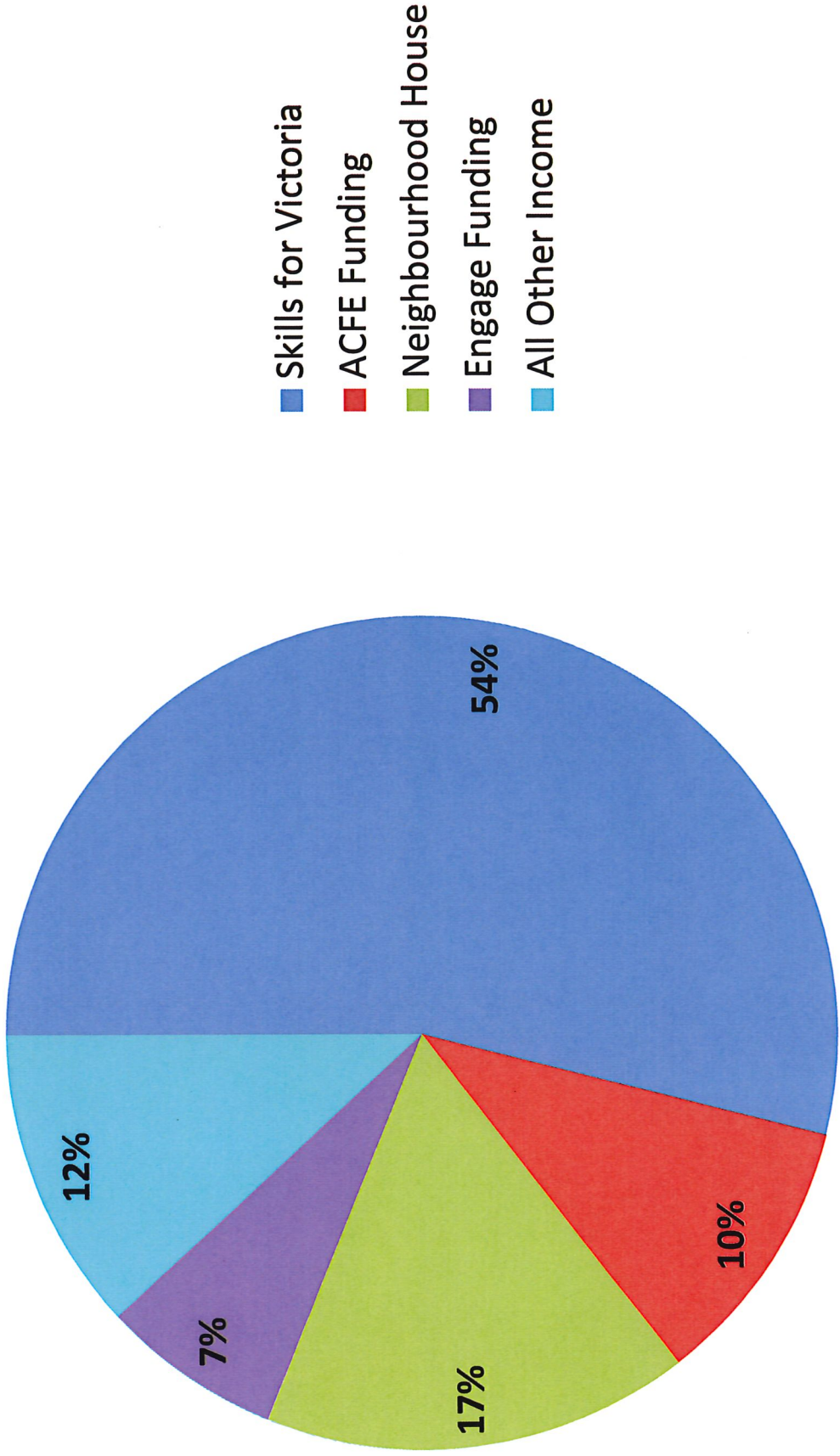
Staff: Kristian Barber

This year we delivered monthly fee for service Barista Basics courses which provide the skills and knowledge required to make delicious espresso coffee.

Funding Sources

The information on the following pages clearly outlines GELC income by funding source.

GELC Income by Funding Source 2016 - 2017



Goldfields Employment & Learning Centre Inc

Details of Skills Victoria Funding received for the year ended 30th June 2017

These payments are EX GST

<u>Date</u>	<u>Details</u>	<u>Amount</u>
12/07/2016	Skills for Victoria	\$ 2,916.76
12/07/2016	Skills for Victoria	\$ 15,128.27
09/08/2016	Skills for Victoria	\$ 2,576.42
09/08/2016	Skills for Victoria	\$ 6,678.72
23/08/2016	General Concession Payment	\$ 7,211.88
13/09/2016	Skills for Victoria	\$ 2,776.62
13/09/2016	Skills for Victoria	\$ 10,674.60
11/10/2016	Skills for Victoria	\$ 2,946.02
11/10/2016	Skills for Victoria	\$ 17,490.05
08/11/2016	Skills for Victoria	\$ 23,094.82
08/11/2016	Skills for Victoria	\$ 2,986.06
11/11/2016	General Concession Payment	\$ 3,160.52
13/12/2016	Skills for Victoria	\$ 2,986.06
13/12/2016	Skills for Victoria	\$ 22,469.35
10/01/2017	Skills for Victoria	\$ 24,457.28
07/03/2017	Skills for Victoria	\$ 20,802.37
07/04/2017	General Concession Payment	\$ 5,219.44
11/04/2017	Skills for Victoria	\$ 17,560.13
09/05/2017	Skills for Victoria	\$ 25,911.61
09/06/2017	Skills for Victoria	\$ 14,800.78
	Total	\$ 231,847.76

Percentage of total operating Revenue Calculation as follows:

Skills Victoria Funding for the year ended 30 th June 2017	\$ 231,847.76
Total Operating Revenue (Income) as at the 30 th June 2017	\$ 429,784.80

Percentage of operating Revenue calculated	53.95%
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Goldfields Employment & Learning Centre Inc

Details of ACFE Funding received for the year ended 30th June 2017

These payments are EX GST

<u>Date</u>	<u>Details</u>	<u>Amount</u>
10/3/2017	ACFE Pre-Accredited	\$ 17,300.00
5/05/2017	ACFE Pre-Accredited	\$ 12,300.00
9/05/2017	ACFE Concession Payment	\$ 3,622.00
13/06/2017	ACFE Pre-Accredited	\$ 12,300.00
	Total	\$ 45,522.00

Percentage of total operating Revenue Calculation as follows:

ACFE Funding for the year ended 30 th June 2017	\$ 45,522.00
Total Operating Revenue (Income) as at the 30 th June 2017	\$ 429,784.80
Percentage of operating Revenue calculated	10.59%

Goldfields Employment & Learning Centre Inc

Details of Neighbourhood Funding received for the year ended 30th June 2017

These payments are EX GST

<u>Date</u>	<u>Details</u>	<u>Amount</u>
5/07/2016	Neighbourhood House	\$ 17,238.00
27/07/2016	Neighbourhood House	\$ 344.50
4/10/2016	Neighbourhood House	\$ 17,582.50
3/01/2017	Neighbourhood House	\$ 18,171.45
4/04/2017	Neighbourhood House	\$ 18,171.45
	Total	\$ 71,507.90

Percentage of total operating Revenue Calculation as follows:

ACFE Funding for the year ended 30 th June 2017	\$ 71,507.90
Total Operating Revenue (Income) as at the 30 th June 2017	\$ 429,784.80
Percentage of operating Revenue calculated	16.64%

Goldfields Employment & Learning Centre Inc

Details of Engage Funding received for the year ended 30th June 2017

These payments are EX GST

<u>Date</u>	<u>Details</u>	<u>Amount</u>
5/07/2016	Engage Funding	\$ 15,000.00
3/01/2017	Engage Funding	\$ 15,000.00
	Total	\$ 30,000.00

Percentage of total operating Revenue Calculation as follows:

ACFE Funding for the year ended 30 th June 2017	\$ 30,000.00
Total Operating Revenue (Income) as at the 30 th June 2017	\$ 429,784.80
Percentage of operating Revenue calculated	6.98%

Goldfields Employment & Learning Centre Inc

Details of ALL OTHER Income received for the year ended 30th June 2017

These payments are EX GST

<u>Details</u>	<u>Amount</u>
RSA - Responsible Serve of Alc	\$ 2,660.00
BARISTA - Espresso Course	\$ 4,600.00
Red Cat Relics Sales	\$ 370.60
Resume Typing	\$ 81.81
Other Income - Reprint RSA Certificate	\$ 10.00
Broadband for Seniors	\$ 360.00
Macedon Ranges Further Education - CAIF	\$ 2,250.00
Donations	\$ 22.00
Memberships	\$ 14.00
Course Fees	\$ 20,794.40
Amenities & Materials Fee	\$ 5,004.48
Photocopying	\$ 171.29
Interest - Restricted	\$ 0.09
Interest - Unrestricted	\$ 1,022.07
Rental Income	\$ 13,546.40
Total	\$ 50,907.14

Percentage of total operating Revenue Calculation as follows:

Skills Victoria Funding for the year ended 30 th June 2017	\$ 50,907.14
Total Operating Revenue (Income) as at the 30 th June 2017	\$ 429,784.80
Percentage of operating Revenue calculated	11.84%

RETURNING OFFICER'S REPORT

Returning Officer: Frances Clarke
Report Written by: Frances Clarke

In accordance with the Goldfields and Employment and Learning Centre Incorporated Constitution and Statement of Purpose, I submit the Returning Officer's Report for 2016 – 2017.

As required GELC advertised the AGM in the Maryborough Advertiser on the 22nd of September 2017.

The following 8 people are incumbent members of the GELC Committee of Management and their 3 year tenure expires at the end of the 2017 – 2018 financial year.

John Williamson - Chair
Rod Nielsen - Treasurer
Sally Wren
Jeanne Hart
Hilary Hunt
Matt Broad
Beverly Watkins
Frances Clarke

I move that all incumbent members retain their positions.

Are there any nominations for general committee members?