



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection



2016

ANNUAL REPORT



*Cerebral Palsy Support Network (CPSN) is a registered disability service provider with the Victorian Government Department of Health and Human Services (DHHS) and the National Disability Insurance Agency (NDIA).*



## ***Contents***

3	Board of Management and Staff
4	About CPSN
5	President's Report
6	CEO's Report
7	CPSN at a Glance
10	Supports
11	Services
15	Awareness and Learning
16	NDIS and our Community
17	Treasurer's Report
18	Financial Statement
19	Financial Report
21	Acknowledgements
22	Contact Us



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection



*CPSN recognises  
that each person  
is unique*

## ***The Board of Management***

**President:** Cadeyrn Gaskin

**Treasurer:** Ron Harrison

**Secretary:** Mary Cucuzza-Finn

**General Member:** Sacha Petersen

**General Member:** Melissa Rosenthal

**General Member:** Kathy Majdlik

## ***The Staff***

**CEO:** Vicki Cavalieros

**Services Manager:** Shannon Cheal

**Finance Manager:** Phillip Tsamados

**Operations Coordinator:** Carly Stewart

**Client Resource Officer (HR):** Sharon Marendaz

**Program Coordinator:** Jill Featon

**Marketing and Communications Coordinator:**  
Jacqui Blunt

**Social Worker:** Erin Haynes

**Support Coordinator:** Letisha Watson

**Administration Assistant:** Shahd Shehada

**Administrator:** Marc Mazzeo

## About CPSN

**Cerebral Palsy Support Network (CPSN)** is the peak body representing individuals with cerebral palsy and their families in Victoria. Based in Melbourne, CPSN provides information, resources and support to children and adults with cerebral palsy, and their families.

CPSN began in 1995 as a monthly support group for parents whose children were diagnosed with cerebral palsy. Such a group was vital as all of these parents were looking for some form of support from other people who understood the issues and challenges they faced.

Cerebral palsy is the fastest growing childhood physical disability in Australia, with a child born with the condition every 15 hours. CPSN is the only not-for-profit organisation in Victoria that focuses specifically on supporting and empowering people living with cerebral palsy. Consequently, CPSN has a complete understanding of the challenges faced by people with cerebral palsy and their families at all stages of life. CPSN recognises that each person is unique, and as such, the needs of all members are assessed and addressed individually.

***Our mission is to empower and enable people with cerebral palsy and their networks to maximise their choices and opportunities.***

***Our vision is that we are known leaders empowering people with cerebral palsy and their networks to flourish through the provision of support, resources and services. We are highly adaptable and responsive to changing needs.***



## President's Report

Growing recognition of the rights of people with disability and the need to support their economic and social participation has the potential to be of significant benefit for people with cerebral palsy. The importance of encouraging people with cerebral palsy to make their own choices and providing them with individualised supports to enable decisions to be acted upon, have long been cornerstones of CPSN. The introduction of the National Disability Insurance Scheme (NDIS) facilitates the continuation and expansion of this support.

During the year the Board provided oversight and authorised the use of resources to ensure that the organisation was ready for the first roll out of the NDIS. Some of our members have experienced confusion and uncertainty about the NDIS, and it has been particularly pleasing how our staff have educated and reassured members about the transition.

CPSN has seen much growth over the year. Participation in our existing services has increased, particularly within CP Innovative Choices and Camp SHARP. Our range of services has also grown in response to the NDIS. Plan Management and Support Coordination have been implemented in readiness for the North East Melbourne Region rollout, and work has commenced on the addition of more services into the new financial year. Operationally, new back of house procedures and systems have been implemented so that we can support CPSN's growth while maintaining an exceptional level of service.



CPSN also increased its focus on awareness and education through co-hosting the inaugural CP FACTS event with the Murdoch Childrens Research Institute.

CPSN remains in a healthy financial position, returning a modest surplus for the financial year. The changes in sources of funding with the transition to the NDIS means that the Board will continue to adopt a conservative approach to financial management.

The Board has undergone several changes throughout the year. Lydia Bergantino, Geni Papadimitriou, and Yola Armstrong resigned during the year and, on behalf of the Board, I thank them for their contributions to the organisation. Kathy Majdlik and I were appointed to the Board, and I became President following the Annual General Meeting. These changes afforded us the opportunity to re-evaluate the skill mix on the Board, especially with the growth and increased complexity of the organisation. Subsequent to the end of the financial year, we appointed three new Board members: Christie Jones, Emily Jordan-Baird

and Jayne Ward. Both Christie and Emily have legal backgrounds, and Jayne has expertise in human resource management and governance. We look forward to working with them.

Board Members	Meetings Attended	Meetings Eligible to Attend
Lydia Bergantino	3	3
Melissa Rosenthal	10	11
Sacha Peterson	8	11
Ron Harrison	10	11
Geni Papadimitriou	1	1
Mary Cucuzza-Finn	10	11
Dr Cadeyrn Gaskin	11	11
Yola Armstrong	4	6
Kathy Majdlik	4	7

One of our founding members, Mary Cucuzza-Finn, has announced that she will be stepping down from the Board after almost 20 years. We thank her for her long-standing contribution to the Board and look forward to her continued involvement with the organisation in other ways.

On behalf of the Board, I thank Vicki Cavalieros for her dedication and leadership, and her staff for their efforts in developing the organisation and serving our members.

**Dr Cadeyrn Gaskin**  
**President**

## CEO's Report

I wanted to begin by reflecting on a favourite quote by Stephen Sondheim "Everything depends on execution; having just a vision is no solution." Over the past year CPSN have been busy putting our vision into action with the assistance and advice of our members.

This year CPSN have been busily helping our members in the North East Melbourne Region prepare for the first part of the full scheme rollout of the National Disability Insurance Scheme (NDIS). As a parent I know how tiring it is to continue fighting for supports that are a basic human right. While the NDIS rollout has come with many challenges, and a lot of confusion, I am very excited about the opportunities it will bring for our members and the choice and control it will give people.

Given the complexity of the NDIS, and that each of our members are unique, we have met with those in the first rollout area individually to discuss how the NDIS can work for them. This work will continue in other regions as the NDIS rolls out. As part of our NDIS readiness strategy we have also added two new services, Support Coordination and Plan Management, to help enable and empower members with their new NDIS plans.

CPSN has also had significant growth in other service areas. CP Innovative Choices continues to grow with 106 families and 246 Support Workers now part of the program. It's great to see so many people benefiting from a program that is designed to give them ultimate control and choice of their own care. In August we launched our inaugural CP FACTS event in partnership with the Murdoch Childrens Research Institute. The day was attended by parents, carers and children, and included family fun activities, exhibitors and information sessions. We also launched CPSN's first Carer Weekend

Wellbeing Retreat. The retreat was attended by 10 of our members, focussing on mental health, wellbeing and on-going coping strategies.

In April we carved a path for individuals with cerebral palsy and their families at the Australian Academy of Cerebral Palsy and Developmental Medicine Conference (AusACPDM). Presenting to medical and allied health professionals, our interactive workshop provided a unique perspective into the lives of individuals with a disability and their carers. We promoted a holistic way of working with clients, taking a whole life approach for the benefit of the individuals and families.

The CPSN team itself has also significantly grown since this time last year from seven to eleven staff. Our new roles and staff members include our Social Worker, Erin, who has been working closely with families and individuals, our Operations Coordinator, Carly, who ensures our practises are as efficient as possible. Our Administration Assistant, Shahd, who helps with the execution of our different social programs and our Support Coordinator, Letisha, who is preparing to support clients as they transition to the NDIS. I'd like to thank my team of staff and volunteers and the Board for their work and commitment over the past year. I see so many opportunities for our members in the future and I'm excited about the ideas that together we will turn into actions, then into change for our community.

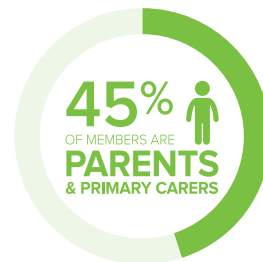
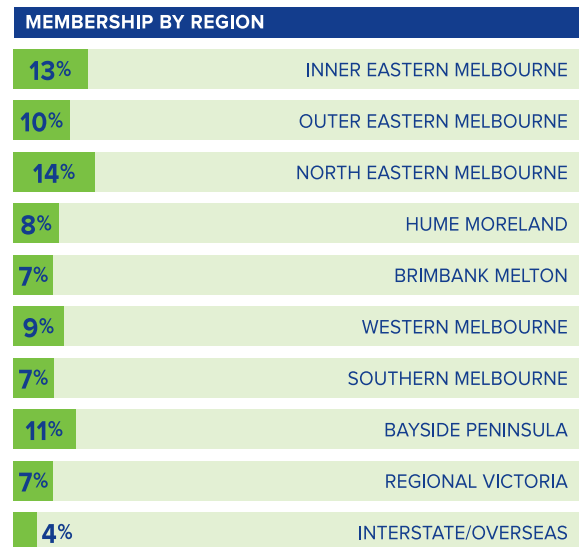
**Vicki Cavalieros**  
CEO

*"Everything depends on execution; having just a vision is no solution"*



## CPSN at a Glance

### Membership



### Services



### Support



### Services

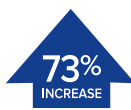
 **23** SOCIAL SQUAD  
EVENTS  
**33** DIFFERENT PARTICIPANTS  
ATTENDING AT LEAST ONCE

**22** M-POWER  
ATTENDANCE  
DIFFERENT PARTICIPANTS  
ATTENDING AT LEAST ONCE 

### Digital

**6,648** UNIQUE  
VISITORS   
TO WEBSITE [www.cpsn.org.au](http://www.cpsn.org.au)

 [www.cpsn.org.au](http://www.cpsn.org.au)  
**NEW** VISITORS **75.6%**

 **3,242**  
FACEBOOK LIKES  **73%**  
INCREASE

### Operational Achievements

CP Innovative Choices underwent a complete review of all operations and documentation to align it more consistently with the National Disability Insurance Scheme (NDIS).

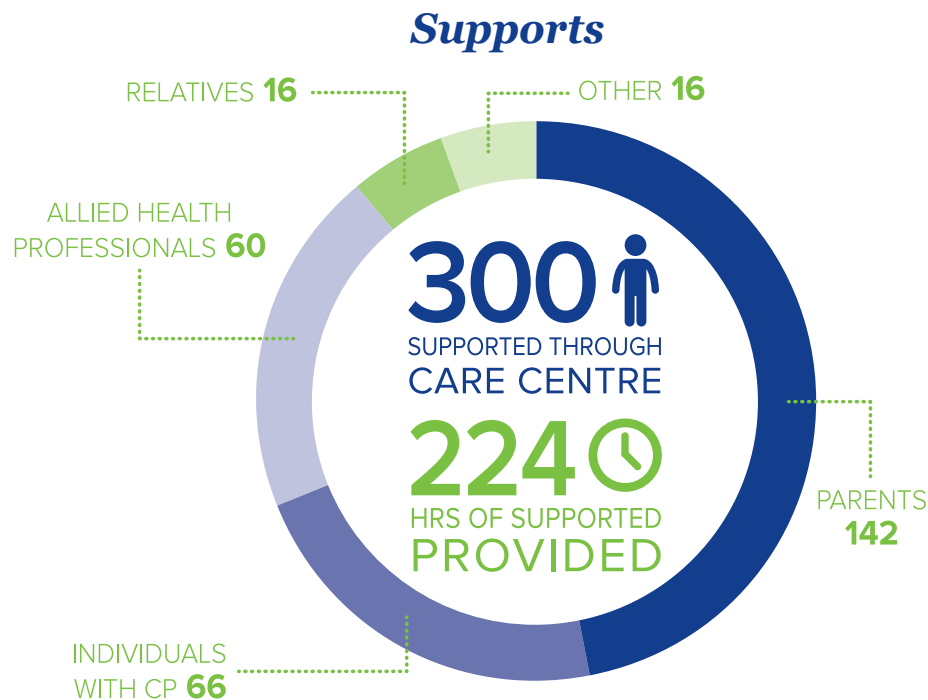
Achieved a 5 tick quality accreditation rating for the Department of Health and Human Services Disability Standards audit, ensuring ongoing registration.

Currently implementing a new client relationship management system to ensure operational efficiencies and effective data and documentation processing.

A CPSN multi-disciplinary team has been established to address crisis situations.

Conducted NDIS readiness project which enabled us to connect to enhance our relationships with our members and support them to become ready for the NDIS.





CPSN continue to live up to our motto; strength through connection. Our Care Centre has been busy liaising with individuals, family members and the wider community, providing information and support, and creating external links to other people and services.

We added a second support group this year. Partnering with MOIRA, a series of 'Coffee Mornings' were created in Melbourne's south. Between both support groups we had an attendance of 17 people, including both individuals with cerebral palsy and family members. Our Social Worker, Erin, joined with Pathways for Carers, a project that brings together carers of people with a disability or a mental health issue, to walk together and discuss

news, services and supports. We also linked new members with existing CPSN members that have similar experiences, to help provide individualised peer support.

Two events were held this year to promote good mental health and well-being for carers. The first, our Carers Winery Tour, was held during Carers Week and was an opportunity to acknowledge and thank carers for their dedication while providing a day of respite and opportunities to develop new connections. 21 people joined us on this complimentary tour of the Yarra Valley, with stops at various wineries, a brewery, a dairy and a chocolate factory. Our second event, the Carer Weekend Wellbeing Retreat, was held at the Gawler Foundation. 10 parents and carers attended the weekend, which focused on mental health and wellbeing. Activities included meditation and seminars aimed at teaching ongoing coping strategies for depression, anxiety, frustration, grief and loss. When a three month follow up was conducted, it found that all attendees were still practising these coping strategies.

Finally, our work with members preparing for the NDIS was a major focus for CPSN. Countless hours were spent at workshops and information sessions so that we could learn as much as possible for our members, while also ensuring that the rights and best interests of our members would be met. A new Support Coordinator, Letisha, was added to the CPSN support team in preparation for the NDIS rollout in the North East Melbourne Region. Letisha will be working with individuals transitioning onto the NDIS to link them in with supports, services and programs that best suit their needs and help them achieve their life goals.

## Services

CPSN's services continue to grow at the request of our members. This includes the expansion of existing programs as well as the implementation of new services.

A big thank you to all of our program staff, leaders and volunteers who continue to provide such a great experience for CPSN members across all of our services.

This year we also celebrated the outstanding efforts of one of our program staff. Dani Lansdell, who works as a leader across M-Power, Social Squad and Camp SHARP, was nominated in the Emerging Leader category at the Victorian Disability Awards. Dani was nominated in particular for her amazing work with M-Power, using her skills as a personal trainer and an occupational therapy student to devise fitness programs which are tailored to each participant. Congratulations again, Dani, on this wonderful achievement.



**3920** HOURS   
PROVIDED BY VOLUNTEERS

 **106**  
CPIC PARTICIPANTS

## CP Innovative Choices

CPSN's flagship program, CP Innovative Choices, continues to offer our members choice and control in their own care. Unlike so many other programs on the market, CP Innovative Choices' difference is the ownership that participants have over their own home program, and their ability to recruit support workers of their choice. This can include support workers who suit the individual's cultural or religious background, as well as logistical issues, including being able to work the hours/locations required and provide the support participants need.

CP Innovative Choices welcomed 21 new participants to the program this year, increasing the program's clientele by 25%. The program also includes 246 support workers who provided care

to these participants. It's great to see growth in this service, and to know that more individuals and families are able to access the care that they need, empowering them to maximise their choices.

Operationally, CPSN completed a review of all CP Innovative Choices documentation this year, ensuring paperwork remained relevant as well as functional for our members. Another big project for CPSN has been the re-development of the CP Innovative Choices website. The website is designed to make using the program even easier for participants. Members can access all the documentation needed directly from the site, recruit new support workers without waiting for an employment pack in the mail, as well as return documentation easily via a simple upload function.



## Social Squad (formerly known as SHARP)

Social Squad is a monthly recreational program with groups in Melbourne's north, east and south. The program provides opportunities for young people with cerebral palsy to socialise and develop friendships in a relaxed and supported environment. Each month groups meet at a central location before embarking on the day's event. Events include excursions to popular attractions or in-house social activities.

Attendance at Social Squad continues to flourish, particularly in the east where the group has grown so large that it will soon need to be split into two independent groups to maintain the program's tight-knit feel. Work has also begun on launching a new group in Melbourne's west in the new financial year.

This year we have ensured that the Social Squad program focusses on the three E's: enthusiasm, engagement and empowerment. To ensure these three E's are reflected in the program we have trained leaders and volunteers with feedback from participants and CPSN staff, as well as introducing activities that encourage participation and collaboration.

Some of the most popular excursions this year have been trips to the Sea-Life Melbourne Aquarium, Scienceworks and to the Royal Melbourne Show. Our in-house programs have also gained popularity due to an increase in the 'activity stations'. These included board games, arts and crafts as well as themed activities including our very own Master Chef where participants prepared and helped to cook their own 3 course lunch.



Across all three Social Squad groups we've had 23 different sessions over the past financial year, with 33 different participants attending at least one event.

## Member Profile *Eliza*

*Eliza joined the CP Innovative Choices Program in February 2016 after graduating from school. Eliza's mum, Louise, found CP Innovative Choices while looking for a program that would give Eliza choice in her day-to-day activities, rather than joining a one-size-fits-all day program.*

*The family have found a few university students who work as Eliza's support workers. These girls share similar interests with Eliza, and when they go out together they are just a couple of 19-year-old girls hanging out. The students are also excellent mentors for Eliza who is keen to continue her studies.*

*Currently Eliza uses CP Innovative Choices two days a week, and uses this time to engage in activities that she's interested in. This includes going swimming, bike riding, heading into the city to go shopping, heading out for lunch as well as catching a show or checking out attractions like the aquarium or zoo.*

*Eliza and Louise are currently planning for life under the NDIS. Their dream is to connect with friends who are also using the CP Innovative Choices program to create their own daily social and study group. Eliza and her friends will have a structured, fortnightly program they control, which focuses on activities they all enjoy, as well as educational areas they would all like to develop.*

*"This program is all about inclusion. To us, it's changed her life." says Louise.*

## Member Profile *Liam*

*Liam, 22, is a local artist who enjoys painting landscapes and portraits. He has recently been involved in an art show, showcasing and selling various pieces, and is already working towards the next show. In addition to his artwork, Liam is also a singer-songwriter who is working on his first book and website.*

*Liam has been a regular at M-Power, Social Squad and Camp SHARP for many years. Always up for a chat, Liam loves hanging out and catching up with everyone at the different programs.*

*His caring and generous nature have also seen him become a mentor to other participants. Recognising his love of helping other people, CPSN have recently asked Liam to become a volunteer for some of our programs, and help lead different activities.*

*“Last camp I was a participant and I had some responsibilities helping other campers which I really enjoyed. This year will be really different because I get to be more of a mentor to the younger kids who are coming. This year at camp I’ll also be collating the camp banner. Every camp we have a banner, which is a little bit scary to be taking on this responsibility but also really good.” says Liam.*



## M-Power

M-Power Health and Fitness is CPSN's unique fitness program designed for individuals with cerebral palsy. Sessions run weekly in both the northern and eastern suburbs of Melbourne, with individuals engaging in different activities. Each activity has been chosen for its flexibility, and staff tailor exercises to each participant's own unique abilities.

M-Power participants work with staff to create, and then work towards, their own physical health goals. This year we have focussed on individual-based and goal-orientated activities to help participants reach their goals. This has included introducing strength, tennis, AFL and boxing to the yearly timetable.

A big thank you to Tennis Australia who have been heavily involved in the program, coming to host the very popular tennis sessions for our participants. Another favourite program has been the newly introduced boxing classes, with participants loving the power they feel in these sessions.

In total, we've had 22 different participants come to M-Power in either the north or east this year.



## Camp SHARP

Camp SHARP is a unique four-day program designed specifically for young people with cerebral palsy. Camps are a rite of passage for many youth, and Camp SHARP provides this opportunity in a safe and supported environment with 24-hour care.

Camp continues to grow, with a second camp added this year due to an increase in numbers and demand from our members. Camp was held in September 2015, and again in April 2016, with camp numbers increasing from 20 to 27 participants.

In April we moved the venue to the YMCA Anglesea Recreation Camp. YMCA Anglesea have been wonderful in working with us. They took the time to understand our needs, and further trained and upskilled their staff to ensure that everyone understood how to make camp a great experience for our campers. Before arriving in April, YMCA Anglesea had even created a series of accessible bowling ramps, so that we could hold what was a fiercely contested bowling tournament. Given the facilities of the venue and the great service from staff, we have locked in YMCA Anglesea Recreation Camp for our next three camps.

While activities change from camp to camp, some of the most popular have included an accessible giant adventure swing, roasting marshmallows by the fire, arts and crafts, M-Power fitness activities, the bowling tournament, music therapy and magic shows. One activity that's a staple on the camp itinerary is the themed disco on the final night. The campers love getting dressed up, and equally love seeing the staff in costume too.

We look forward to taking even more campers away with us in September 2016 and April 2017.



## Awareness and Learning

One of CPSN's key strategic directions is providing education and information to members, as well as increasing awareness of cerebral palsy and the issues individuals face accessing the general community. Over the past year we have presented to members as well as community groups, schools and businesses.

As part of our mission of empowering individuals with cerebral palsy and their networks, we have held several information sessions at our office. These included presentations from:

- Housing Choices Australia on accessible housing;
- Mandy Hose on sleep and settling techniques for young children;
- A Centrelink Financial Advisor on the Special Disability Trust, an option that parents can use to plan for the future care and accommodation needs of their child with a disability; and
- Nightlife, who spoke about their organisation which provides on call half hour support shifts.

In August we launched our first CP FACTS event in partnership with the Murdoch Childrens Research Institute (MRCI). The expo was aimed at families and included keynote speaker Peter Rosenbaum from CanChild Centre for Childhood Disability, as well as information sessions and presentations from the NDIA, Centrelink, Royal Children's Hospital, MCRI, and of course CPSN. Parents were able to attend these sessions as well as visit exhibitor stalls while their children participated in a range of fun and supported activities including Boccia, face painting, M-Power classes and film screenings.

In April we were honoured to present at the Australasian Academy of Cerebral Palsy and Developmental Medicine's (AusACPDM) 8th Biennial Scientific Conference.

Our workshop 'Parents of children with CP: what do they want you to know?' was presented to a group of physiotherapists, occupational therapists, GPs and other specialists. While most of the workshops at the conference were technical, we took a more personal approach with the aim of reflecting on the way clinicians work with families. The workshop covered the grief, loss and sorrow families experience, the risks and consequences of making assumptions, and the need to look at the bigger picture of what is happening with each family so that realistic goals can be set together.

The workshop also included a video called 'The Whole Book' which looked at two parents' experiences with clinicians, as well as a presentation from Tess Karambelas who spoke about her top five issues growing up with cerebral palsy.

### The Whole Book

CPSN members Kathy and Rose shared their experiences of working with clinicians in the video 'The Whole Book'. The video was a chance to help doctors, clinicians and allied health professionals understand what life is like for individuals outside of their short consultations, and to factor in the importance of the family unit when prescribing treatments and therapies.

Kathy's son, Luke, was diagnosed with cerebral palsy at five months. Now that Luke is an adult, Kathy found that time was one of their family's biggest issues. Many of Luke's clinicians gave the



family a 15-minute task to do each day. With Luke seeing several different health professionals, 15 minutes added up to a couple of hours each day that had to be added to Luke's daily activities, family time and down-time. At one point Kathy had an assessment done at home which identified the family was putting in 4-5 extra hours a day than a family without a child with high needs.

For Rose, a source of grief was all of the assumptions that clinicians made about her son, Eric. Many doctors set goals for Eric early on based on the fact that they knew other kids "just like Eric", but when Eric didn't meet these goals it was hard on Rose. She'd also experienced assumptions from clinicians that life couldn't be fulfilling for the family, as they had a child with such high needs.

Both women wanted their doctors, therapists and health professionals to think about the family unit. There is a much bigger picture going on, and what is seen in a consultation is just one page of the whole book. Like all families there are struggles, but they also live a rich, active life filled with love.

The complete video of 'The Whole Book' is available at <http://www.cpsn.org.au/pages/videos.html?handle=videos.html>.

## NDIS and our community

July 1, 2016 marked the first day of the rollout of the National Disability Insurance Scheme (NDIS). The NDIS is a new way of providing support and assistance to individuals with a disability and their family. It takes a lifetime approach, giving individuals the assistance they need early on so they can build their capacity for later in life.

Following on from the trial in the Barwon region, eligible individuals in the North East Melbourne Region will be the first to transition onto the NDIS. To help our members prepare CPSN developed a NDIS readiness project.

The first phase of this project has been holding one-on-one consultations with members in the first rollout area. These meetings include information about the NDIS, what supports are available and what might be suitable for the individual. Staff have helped members conceptualise what life could be like with the right supports, as well as understand the terminology around the NDIS and how to ask for what they need.

Our next phase has been to develop Support Coordination and Plan Management services to help individuals transition onto the NDIS and manage their new plans. CPSN have also employed a new Support Coordinator who will provide members with support and assistance to link in with programs and services that help individuals meet their goals.

Countless hours have also gone into staff training and upskilling in preparation for the NDIS. Staff have attended NDIS information sessions and

forums, as well as meeting with National Disability Insurance Agency officials to keep up to date with the ongoing changes. While it is anticipated that changes will continue as the NDIS rolls out, we are confident that we will be able to continue supporting our members as they transition onto their new plans.

*“The NDIS is a new way of providing support and assistance to individuals with a disability and their family.”*



## ***Treasurer's Report***

2015-16 has been another pleasing year financially for CPSN. We find ourselves in surplus again, the result of good management, both by the Board, and the executive of CPSN.

This surplus ensures that our financial position is strong to continue supporting our members in the new financial year. This surplus is especially important with the transition into the NDIS and the uncertainty this brings. One of CPSN's strengths is that we have always provided an individualised service. Unlike many organisations, we do not receive block funding and therefore we do not have to alter our financial practises to align with NDIS principles. Being in a good financial position with sound practises, ensures that CPSN is in a position to confidently continue supporting our members and offering services that empower and enable choice and control.

We have always been, and continue to be, conscious of employing efficient back of house systems and processes. These efficiencies reduce administrative costs allowing us to invest in more services for our members. This financial year we have also invested in expanding CPSN's staff levels and infrastructure, resulting in more growth of services offered to our members.

I would like to take this opportunity to thank Vicki and CPSN's staff for their work over the last 12 months. I would also like to thank the Board for their continued support.

**Ron Harrison, FCPA**  
**Treasurer**



## Financial Statement

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BOARD OF MANAGEMENT OF THE CEREBRAL PALSY SUPPORT NETWORK INC.

#### Report on the financial report

We have audited the accompanying special purpose financial report of Cerebral Palsy Support Network Inc., which comprises the Statement of Financial Position as at 30 June 2016, the Statement of Profit or Loss and other Comprehensive Income, the Statement of Members' Funds and the Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Members of the Board of Management's declaration.

#### *Board of Management's responsibility for the financial report*

The Members of the Board of Management of the Association are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Reform Act 2012. The Members of the Board of Management's responsibility also includes establishing and maintaining internal controls necessary to enable the preparation and fair presentation of the 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 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 about 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 judgement, 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 controls relevant to the Association's preparation of the financial report that gives a true and fair view 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 controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Members of the Board of Management 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.

#### *Independence*

In conducting our audit, we have complied with the Independence requirements of the Associations Incorporation Reform Act 2012.

#### *Audit Opinion*

In our opinion the financial report of Cerebral Palsy Support Network Inc. is in accordance with the Associations Incorporation Reform Act 2012,

including:

- i. giving a true and fair view of the Association's financial position as at 30 June 2016 and of its performance for the year ended on that date; and
- ii. complying with Australian Accounting Standards to the extent described in Note 1 and the Associations Incorporation Reform Act 2012.

#### *Emphasis of Matter*

Without qualification to the opinion expressed above, attention is drawn to the following matter:

1. As is common for Associations of this type, it is not practical for the Association to maintain an effective system of internal control over cash transactions, until their entry into the accounting records. Accordingly, our audit in relation to these activities was limited to the amount recorded.

#### *Basis of Accounting*

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Members of the Board of Management's financial reporting responsibilities under the Associations Incorporation Reform Act. As a result, the financial report may not be suitable for another purpose.

**Kidmans Partners Audit Pty Ltd** ABN 46 143 986 841



**John Petridis, Director**

Dated 23 September 2016

**Statement of Profit or Loss and other Comprehensive Income**  
For the year ended 30 June 2016

Income	2016 \$	2015 \$
Brokerage	3,538,010	2,630,631
Donations	61,618	12,004
Interest received	13,086	8,407
Grants - Department of Human Services	64,837	63,009
Grants - other	9,810	1,048
Memberships	260	676
Programs	54,595	-
<b>Total income</b>	<b>3,742,216</b>	<b>2,715,775</b>
<b>Expenses</b>		
Accounting and audit fees	2,800	4,055
Advertising and promotion	1,230	-
Bank fees and charges	2,535	1,823
Committee expenses	4,834	6,461
Depreciation - plant	4,541	3,940
Depreciation - website	14,293	29,532
Fundraising expenses	5,680	7,422
Insurance	637	417
IT and telecommunication	34,443	12,149
Office supplies	14,160	6,469
Postage and delivery	4,060	6,938

Expenses continued	2016 \$	2015 \$
Printing	-	4,898
Occupancy costs	39,864	38,466
Replacement tools	140	177
Seminars and workshops	1,196	1,614
Staff amenities	11,748	1,899
Staff training	8,514	9,973
Subscriptions	459	77
Sundry expenses	5,187	15,927
Superannuation	261,979	181,909
Wages and salaries	3,048,521	2,234,775
Workcover	82,755	56,306
Infrastructure	-	2,047
Leave liability	13,647	-
Legal	-	933
NDIS transition	10,173	-
Recruitment	4,962	1,983
Volunteer expenses	2,984	970
Programs	56,530	9,988
Provision for doubtful debts	-	39,000
Other expenses	6,160	-
<b>Total expenses</b>	<b>3,644,032</b>	<b>2,680,148</b>
Profit for the year	98,184	35,627
Retained profits at the beginning of the financial year	779,364	743,737
<b>Total comprehensive income for the financial year</b>	<b>877,548</b>	<b>779,364</b>

*The accompanying notes form part of this financial report.*

**Statement of Financial Position**  
As at 30 June 2016

<b>Assets</b>	<b>Note</b>	<b>2016 \$</b>	<b>2015 \$</b>
<b>Current assets</b>			
Cash and cash equivalents	2	885,870	773,878
Receivables	3	417,483	158,948
Other assets	4	2,292	2,292
Total current assets		1,305,645	935,118
<b>Non-current assets</b>			
Property, plant and equipment	5	8,567	13,108
Intangible asset - website	5	1	14,294
Total non-current assets		<b>8,568</b>	<b>27,402</b>
<b>Total assets</b>		<b>1,314,213</b>	<b>962,520</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	6	17,043	21,544
Other liabilities	7	110,820	50,479
Provisions	8	91,232	60,623
Amounts received in advance	9	217,570	50,510
Total current liabilities		436,665	183,156
<b>Total liabilities</b>		436,665	183,156
<b>Net assets</b>		877,548	779,364
<b>Members' Funds</b>			
Retained earnings		877,548	779,364
<b>Total Members' Funds</b>		<b>877,548</b>	<b>779,364</b>

*The accompanying notes form part of this financial report.*

## Acknowledgements

CPSN would like to thank the following organisations for their support over the past financial year:


- TressCox Lawyers for their expertise, advice and hundreds of hours of pro bono support;
- The Murdoch Childrens Research Institute and Centre of Research Excellence in Cerebral Palsy (CRE-CP) for their continued support;
- The William Buckland Foundation, Coca Cola Amatil, Youngcare and the Hardy Foundation for their financial assistance;
- The Rotary Club of Craigieburn for supporting CP FACTS;
- Northland Youth Centre, Glenallen School, Sunshine Special Development School, Ascot Vale Neighbourhood House and Mulgrave Neighbourhood House for use of their venues;
- Glenroy Specialist School and Nepean School for inviting us to their Principal for a Day program;
- Deakin University, Australian Catholic University and La Trobe University volunteers for supporting our programs; and
- Kathy Holford, Rose Babic and Tess Karambelas for their involvement in our workshop at the AusACPDM conference.

Finally, we would like to thank all of our members and service users, CPSN's Board of Management including outgoing members Lydia Bergantino, Geni Papadimitriou, and Yola Armstrong, staff and volunteers.




## Contact Us

 **Address** 525 High Street Preston VIC 3072

 **Phone** (03) 9478 1001 or 1300 277 600

 **Email** [cpsn@cpsn.org.au](mailto:cpsn@cpsn.org.au)

 **Fax** (03) 9015 6439

 **Website** [www.cpsn.org.au](http://www.cpsn.org.au)

 **Facebook** [cpsnvic](https://www.facebook.com/cpsnvic)

 **Twitter** [CPSN\\_AUSTRALIA](https://twitter.com/CPSN_AUSTRALIA)



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection

**CEREBRAL PALSY  
INNOVATIVE  
CHOICES**  
creating opportunities for the lifestyle you want



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection

[www.cpsn.org.au](http://www.cpsn.org.au)

