Honeysuckle Regional Health







# Honeysuckle Regional Health Annual Report 2023-24

## Caring
## Inclusion
## Enjoyment
## Integrity
## Consultation

## Our Vision Statement:

To be a leader in the provision of health and wellbeing programs for Aged and Primary Healthcare in regional and rural communities that promote and encourage the highest possible quality of life, independence and dignity to the diverse members of our community

## Our Mission Statement:

Caring for our Communities in a homelike environment through consumer engagement, assessment and evaluation of innovative, quality health and wellbeing programs that are financially viable and meet the changing needs of our Communities

## Our Values Statements:

**Caring** – for one another with respect, kindness and compassion

**Inclusion** – by recognising and celebrating diversity amongst our consumers, staff and community members and welcoming them as part of the Honeysuckle Regional Health community

**Enjoyment –** in and creating an environment that is consumer directed, empowering community members to live a fulfilling and enriching life that is filled with energy, laughter and purpose

**Integrity –** in our interaction with others we will foster accountability, transparency and honesty

**Consultation –** by recognising that we are accountable to our consumers, staff, volunteers and the wider community, we will actively engage with them in the planning, development, implementation and review of our services

**Our Core Service Areas:**

1. Aged Care Service Areas - Home Care Packages, Day Therapy Centre, Residential Aged Care
2. Organisational and financial sustainability
3. Workforce and volunteers
4. Partner groups and community
5. Chaplaincy, cultural, religious, spiritual and emotional care

**Our Objectives:**

1. To facilitate high quality consumer directed care through a continuous improvement approach driven by consumer engagement in care and service delivery that is reflective of our values and will enhance quality of life for our consumers in Residential Aged Care and Primary and Community Care

2. To ensure Honeysuckle Regional Health is managed in a financially sustainable way that guarantees our financial wellbeing in order that we can continue to provide quality facilities and services to our consumers and their families

3. To ensure that the governance and management of Honeysuckle Regional Health will embrace the standards of compliance, accountability, transparency and best practice in all its transactions to ensure that the organisation is sustainable and well respected

4. To maintain present sites across both campuses and to explore innovative ways to develop infrastructure that will enhance sustainability and meet consumer and other stakeholders needs

5. To provide our workforce and volunteers with education and training to ensure that they are qualified and skilled in delivering excellent care and services to our consumers in an environment that is safe and conducive to staff and volunteer health and wellbeing

6. To maintain and promote partnerships within our communities and with other organisations and professional bodies that are supportive of our vision and mission and will enhance our sustainability and consumer quality of life

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## PRESIDENT/CHAIRPERSON REPORT

It is with pleasure I present to you the 2023/2024 Annual Report on behalf of the Board of the Honeysuckle Regional Health.

The Board meets monthly, mainly at Violet Town, but travel 3-4 times per year to the Bendigo campus. I would like to acknowledge the members of the Board and sincerely express my thanks to them all: Ann Byrnes, Vice President; Irene Gilliland, Junior Vice President; Linda Reeves, Minutes Secretary; John Hawkes, Life Member; Andrew Walter; Georgina Toland. Following the announcement of Anna Toland's resignation at last years annual meeting, we were pleased to welcome Catherine Yeatman to the Board. She has brought much experience of the health industry and we value her skills and expertise.

The board has been fortunate to meet with our accountant, Steve Jackal, at the Bendigo meetings. This helps maintain clear communication, throughout the year, about the financial direction Honeysuckle Regional Health is taking. Thankyou to Steve for his time and guidance.

The independent Living Units is an ongoing project with the planning permits being approved by the Strathbogie Shire and the board has sought assistance from a community grants entrepreneur to help gain grants from the federal and state governments. Funding is essential before this project can proceed further. Our thanks go to the community for supporting the project especially to the local open garden days and the bike riders who are, highlighting the need for the units while, celebrating Hume and Hovell. Their fundraising efforts are much appreciated.

Any organisation is only as good as its staff and this is even more important in the aged care sector. A big thank you to CEO Barry Hobbs; Arlene Collins, Quality Manager at both campuses; Arun Bhasi, Violet Town Facility Manager; Jo Chalkley and Margaret Hamilton, Bendigo Facility Managers. The entire staff, at both campuses, also deserve recognition and heartfelt thanks for everything they do.

Honeysuckle Regional Health also offers a Day Therapy program and Home Care Packages to the community. Brenda Hoare, Day Therapy Coordinator and Lyn Newnham and Debbie Cook, Managers of the Packages program, need to be acknowledged and thanked for providing assistance and help for members in the wider community.

Thanks are extended to all the volunteers, in both facilities, who assist Honeysuckle Regional Health. A special thankyou goes to a supporter in Bendigo who, donated a large amount of money which, enabled a purpose built bus to be purchased for the use and pleasure of the Bendigo campus residents. Volunteers and friends provide an essential connection to the community for our residents as well as helping ensure our residents receive the best care possible

President

Nicholas Palmer

Nicholas Palmer PRESIDENT - BOARD OF MANAGEMENT

## CEO Report

It is with great pleasure that I present the CEO's report for the Violet Town Bush Nursing Centre for 2024. This year has been marked by substantial progress and a notable financial turnaround. We have successfully transformed last year's financial loss into an above-budget surplus, a clear testament to our team's dedication and the recognized excellence of care we provide.

A significant factor in achieving this surplus has been the implementation of a new funding tool. However, it is the unwavering commitment of our staff and the high standard of care that truly set us apart. Maintaining this surplus is essential, as it allows us to continually improve our services and assets, ensuring we meet the evolving needs of our community.

Our Planned Activity Group and Home Care Package continue to thrive, providing vital assistance to our cherished older persons, enabling them to remain in their own homes with the support they need. The success of these programs underscores the critical role our services play in enhancing the quality of life for those we care for.

We remain committed to continuous improvement, with several infrastructure projects currently underway. These include upgrading wireless connectivity and installing CCTV at the Violet Town campus. Additionally, we are progressively replacing outdated beds at Bentleys and planning to replace flooring in several passageways.

Our affordable Independent Units project is progressing well, with the planning permit granted. To ensure this project does not adversely impact our Aged Care business financially, we are pursuing funding through grants.

I would like to extend special thanks to all our staff and volunteers—your dedication is truly admirable. The ongoing support from the Board of Management has been invaluable, providing the guidance and resources necessary to achieve our goals.

These ongoing efforts reflect our commitment to providing the best possible care and environment for our residents and staff. With continued diligence and strategic planning, I am confident that we will further strengthen our services in the coming year.

**Barry Hobbs**

CEO



## Violet Town Bush Nursing Centre Board of Management

**PRESIDENT**
Nicholas Palmer

**VICE PRESIDENT**
Ann Byrnes

**JUNIOR VICE PRESIDENT**
Irene Gilliland

**BOARD MEMBER**
John Hawkes
Andrew Walter
Georgina Toland
Anna Toland - Resigned 23/10/2023
Linda Reeves
Catherine Yeatman

**CEO**
Barry Hobbs

## Acknowledge Donations

The Board of Management gratefully recognises and thanks the individuals and organisations who have supported the Centre with generous donations throughout the year.

Violet Town and Dookie Lions Club
Friends of Violet Town Bush Nursing Centre
Violet Town Op Shop
And Support from various other donors and our band of volunteers
Violet Town RSL Sub-Branch
Violet Town Action Group

## Life Members

Mrs. Joyce Bryce
Mr. Warwick Paton
Mr. John Hawkes
Mr. Nick Palmer
Mrs. Fay Whitewood

## Quality Co-ordinator - Board of Management
## Annual General Meeting Report 2023-24

Honeysuckle Regional Health continues to provide contemporary, best practice care and services to the consumers receiving our care and services by meeting the Standards of Care required by the Aged Care Quality and Safety commission during onsite and remote assessments conducted throughout 2023-2024 in Residential Aged Care Services, Home Care Services and Commonwealth Home Support Programs (Day Therapy Centre).

Honeysuckle Regional Health has a robust Continuous Quality Improvement Program (CQI) that is driven by consumer and workforce feedback, client and staff incidents, workforce appraisals, workforce meetings, consumer care needs and consumer experience surveys.  Honeysuckle Regional Health is prepared to meet the challenges of introducing and working with the new Aged Care Act and the revised Standards of Care which come into effect in July 2025

An active Quality Care Advisory Board consisting of consumers and, past and present family members meets monthly and is actively involved in Quality Improvement activities to ensure the care and services provided remain consumer directed and focused on meeting the needs of our consumers.

We continue to build our workforce to ensure that we have a Registered and Enrolled Nurse Team that monitors and provides best practice clinical care for our consumers in Residential Aged Care, while our dedicated and caring team of Personal Care Attendants provide the assistance and support for consumers to maintain independence and lifestyle choices.

Our Lifestyle Team Members provide the emotional, spiritual and psychosocial support our consumers need to maintain their quality of life, independence, and connectivity with family, friends and the community whilst building on connections in the community they are now living in.

Honeysuckle Regional Health encourage staff from all areas to continue to study, to build on their career pathway and is supportive of staff undertaking traineeships to reach their education goals.

Our Nursing, Care Staff and Lifestyle Team Members take on extra duties through Link Positions to help educate and support other staff members in caring for our consumers and in meeting compliance requirements.  Staff are supported to undertake further study to meet the requirements of these Link Positions which include -

| | |
|---|---|
| Advance Care Planning Support | Wound Care Management |
| Oral and Dental Health | Diabetes Management |
| Infection Prevention and Control Lead | Pain Management |
| Palliative Care Support | Continence Care Management |
| Changed Behaviour Support | Antimicrobial Stewardship |
| Restrictive Practices Support | Sling Maintenance Support |

As a team and with the support of Facility Managers Jo and Arun we will continue to work towards implementing the revised Quality Standards which come into being July 1st  2025 and the new Aged Care Act once ratified by Parliament.

Our workforce is respectful and supportive of consumer diversity and their lifestyle choices, understanding their need to preserve independence and quality of life. Thank you to all our wonderful staff in providing the care and services, and support for our consumers in an inclusive and caring way.

As this is my final report before retirement, I thank each and every one of you for your support, guidance and friendship over the past eight years and I wish Honeysuckle Regional Health all the best in future endeavours.

**Arlene Collins**

Registered Nurse
Quality Coordinator
Violet Town Bush Nursing Centre – Honeysuckle Regional Health






# VIOLET TOWN

## CHANGE AND CHALLENGE

One of our challenges is to maintain a service that is flexible, engaging and meaningful to such a diverse community of residents this can only be achieved with the partnership and collaboration of the greater team of services- the Food Service persons, the Cleaners, the Care staff and our management.

Our model of service is not the same as other places, we are not driven by past models of packing the activities with attendance numbers, and we believe each person to have individual choice and be supported to engage in activity they want to continue with or a new pursuit they want to explore.

It's a Strength's based Model with the focus on the individual and respect of their preferences.

Sure we have the group Activities Bingo, Bowls, Cards and our Wheel Chair Walks but the numbers are waning. This we attribute to change in Aged Care on a whole, as persons come into our service later they have been living in their home environment, they already have habits and preferences that are ingrained from living often alone and we acknowledge this and the difficulty of living in a communal setting – you can hear us say "just think you have moved into a block of Units that are under one roof, what do you want to do today?".

The living environment includes the garden – our residents are of a generation that have a respect for nature and outdoor space. Our Enabling Garden has been several years in the making, finally with the support of community, families and residents we are nearing the finish line and are able to display our grand design in a Community Open Garden Tour.

Setting up spaces  for Activity that do not impact on the living environment has been a focus  and driven to meet the Revised Standards that come into play in 2025.  Our Activity Room known as Activity 38 houses everything from knitting needles to a hammer and nails.

The residents are proactive with their involvement on the Quality Care Advisory Board, this is an inclusive group that enables the residents to inform, help and suggest improvements in living standards and the home environment. Several residents, a family representative, a staff member and a volunteer meet monthly to discuss and suggest further initiatives that will improve services and care.

Dementia Australia provided staff training with the use of virtual reality and avatar technology, the workshop challenged our staff in  the dining experience through the eyes of a person living with dementia.

Rock on!
**Madonna Logue**
Lifestyle Coordinator

## HOME CARE PACKAGES 2023-24

Home Care Packages are provided to eligible people referenced by My Aged Care

www.myagedcare.gov.au or phone 1800 200 422.

The program is focused on ensuring our aged population can stay at home, or with family as long as possible. Support and transition to their next phase of care is also provided.

There are 4 package Levels, Level 4 being the highest level.

We currently hold 47 packages

- Level 4 – 6  Benalla, Violet Town, Euroa, Healesville
- Level 3 – 12  Euroa, Benalla, Melbourne, Violet Town
- Level 2 – 24  Benalla, Euroa, Violet Town, Baddaginnie
- Level 1 – 5 Euroa. Violet Town

There continues to be a shortage of staff in the Aged Care sector and this is challenging.  We have sub contracted In Home workers and Home and Garden maintenance workers and also broker services from other providers such as Nexus, Simply Helping, Home Instead etc.  This means we are able to service our clients well. This requires a lot of admin work due to compliance and ensuring all workers have the ongoing training required.

We have had 10 clients discharged, 6 of those deceased and 4 went into permanent care. And have 9 new clients, plus others upgraded to higher packages. There has been an increase in the subsidy and fees so new agreements have been signed by clients.

We have not advertised but our numbers have been steady.

Lyn Newnham is now working 3 days and Debbie Cook works 5 days, we now have 2 part time admin workers Christine and Dianne. We can cover Annual Leave and sick leave with the current hours.

With the changes happening in Home Care Packages in 2025 we are staying informed of the information coming out but will have a clearer picture by March 2025. So that we can then look at what that means for HSRH.

We have had an Audit in the last year which has required a lot of work, Debbie Cook has done an amazing job gathering and providing the information. And recently a HCP Program Assurance Review which required days of the same work by Debbie. So a big thank you to her for all her hard work with this.

We are still able offer a more personal case management which is ideal for those who do not have close family support. I have once again compared our fees to other organisations that service the area and we are still mid-high range.  We have the expertise in our team to provide a very good service.

***Lyn Newnham***

Case Manager
Honeysuckle Regional Health
Violet Town Bush Nursing Centre

# DAY THERAPY CENTRE ANNUAL REPORT

The Day Therapy Centre continues to deliver outstanding services to the Violet Town community and surrounding areas. Our program's primary goal is to offer respite for family carers while providing an enjoyable day of socialisation, support, and entertainment for our clients.

### VOLUNTEERS

We are fortunate to have a dedicated group of volunteers supporting our program, and we extend our heartfelt thanks to them. Their involvement is crucial to the success of the Day Therapy Centre.

### MEN'S MOB

The Men's Mob has enjoyed several fantastic trips throughout the year, including visits to the Silo Art, the Moto Guzzi Museum in Yea, and Red Ramia in Myrtleford. They also had the chance to visit Greta to watch Michael hand-forging tools. The group rounded off the year with a barbecue following the Men's Shed AGM.

### GIRL'S DAY OUT

The Girls have also been on exciting outings, including a glazing demonstration in Kilmore, a visit to Sunny Meade Gardens, and the Bright Autumn Festival.

### THE BUS

Our bus service is vital, allowing us to pick up and drop off clients each day. It also facilitates outings, which are a highlight of the program, especially on fine-weather days. The joy of getting out and exploring new places is greatly appreciated by all.

### MONTHLY PROGRAM

Our monthly schedule continues to grow busier, with a wide range of activities and outings, including visits to beautiful gardens. We have also cherished the moments spent with local Kindergarten children who visit us. Our program is ever evolving, adapting with the seasons.

### GARDENING GROUP

The Gardening Group has been hard at work in the courtyard, and their efforts have resulted in stunning displays of daffodils, tulips, magnolias, and camellias. We are grateful for the foresight of the garden club from 25 years ago, whose planning continues to bring beauty to our surroundings.

### CREATIVE ART AND CRAFT

Our Creative Art and Craft group has seen an increase in participation as we explore various crafts. This year, we've tried our hand at decorating tins, candle-making, creating lavender pillows, and experimenting with macramé and paint pouring. There is always something new to inspire creativity.

### HEALTH & FITNESS PROGRAM

This program remains a cornerstone of our services. Under the guidance of physiotherapist Sarah Jennings, each participant receives an assessment and can utilize the gym, attend balance and weights sessions, and enjoy our fitness facilities. The gym is a fantastic asset to the Centre.

### HYDROTHERAPY

Hydrotherapy continues to be an integral part of our program, supporting the health and well-being of our clients. Every Monday at 10:00 am, we attend the Benalla pool for a warm water exercise program, which is a popular and beneficial activity for our clients.

Thank You

We would like to extend our sincere gratitude to the Friends of VTBNC—Violet Town Op Shop, the Community House, and the Violet Town Seed Savers—for their ongoing generosity and support of our Centre.

Thankyou

**Brenda Hoare**

DAY THERAPY COORDINATOR



BENTLEYS

# BENTLEYS AGED CARE ANNUAL REPORT 2023-24

## *"Feel at Home"*

Bentleys residents continue to enjoy a wide range of activities in their home whilst maintaining special friendships with each other. The prevention of social isolation has been a priority, with community groups being engaged to assist with visiting programs and the promotion of social engagement.

Maintaining a safe visiting process during the ongoing Covid-19 climate has been a priority to reduce illness in both residents and staff, albeit frustrating for visitors at times. This has greatly reduced the risk of exposure, so resident activities experienced minimal interruptions.

Staff recruitment, professional development and promotion of health & well-being continue to be prioritised, to maintain our dedicated staff. To enhance our organisation values and "Code of Conduct" Policy, Bentley's team of staff reviewed our "Above and Below the Line" behaviours and mutually agreed on expected professional behaviour. This empowers all staff with the ability and confidence to "call out" colleagues displaying "below the line" behaviour. Our Staff Appreciation White Board is a "working document" each month for colleagues to express special thanks to their colleagues who are doing an amazing job.

Our registered nursing staff have been working closely with both our Quality Coordinator and Clinical Care Coordinator to strengthen care documentation. Focus has been on effectively capturing all care needs with the provision of evidence for AN-ACC assessors when classifying our resident funding categories to maximise Government funding.

### OUR STAFF

Bentleys is fortunate to employ the very best staff. We are sincerely grateful and thank ALL our dedicated and professional team of nurses, personal carers, activities staff, food services, cleaning and laundry, administration and building maintenance staff for the work they do every day – making a difference.

| | | |
|---|---|---|
| Facility Manager | Jo Chalkley RN | Bachelor of Nursing with 25 years of aged care management experience. |
| Clinical Care Coordinator | Margaret Hamilton | Registered Nurse |
| Lifestyle Coordinator | Kristy Harrington | Cert III and IV in Disability Services |
| Senior Administration | Gabrielle McKenzie | 14 years' experience in senior administration |
| Reception/Admin | Curstin Prentice | Master of Environmental Management, Ba(Sc) Information Systems and Geography |
| Head Chef- Food Safety Supervisors | Sarah Harris | Cert III Hospitality, Cert IV Accounting |
| | Michelle Anstee | Cert IV Commercial Cookery |

### CHALLENGES

Maintaining human resources has been periodically challenging with staff having various personal commitments. Bentleys is committed to supporting several undergraduate nurses as employees at all times. These staff are required to complete their work placements throughout the year for varying lengths of time where absence from the facility is required. As a health care provider the support and education of future nurses is essential, and demonstrates our value and commitment to the health care industry. It remains of the utmost importance to provide exceptional care to every resident and maintain our reputation in the local community, where health resources are under tremendous pressure to service an extensive catchment area.



### ACHIEVEMENTS

The Bentleys community joined together to commence the raising of funds for a much wanted, and needed facility bus. A garage sale with raffles supported by local businesses and a sausage sizzle was held on-site, just prior to Christmas 2023. Residents, family, friends, staff, visitors and neighbours provided support on the day to conduct the event successfully, the level of participation was greatly appreciated.

Paper-based medication charts became a thing of the past. An electronic medication-management program, MedSig, has been introduced seamlessly into the facility. The management of medication is now more streamlined, with mostly one Pharmacy engaged to service the facility. Medication charts are able to be amended in "real-time" with Doctors having remote access to make any changes required and prescriptions immediately dispensed by the Pharmacist.

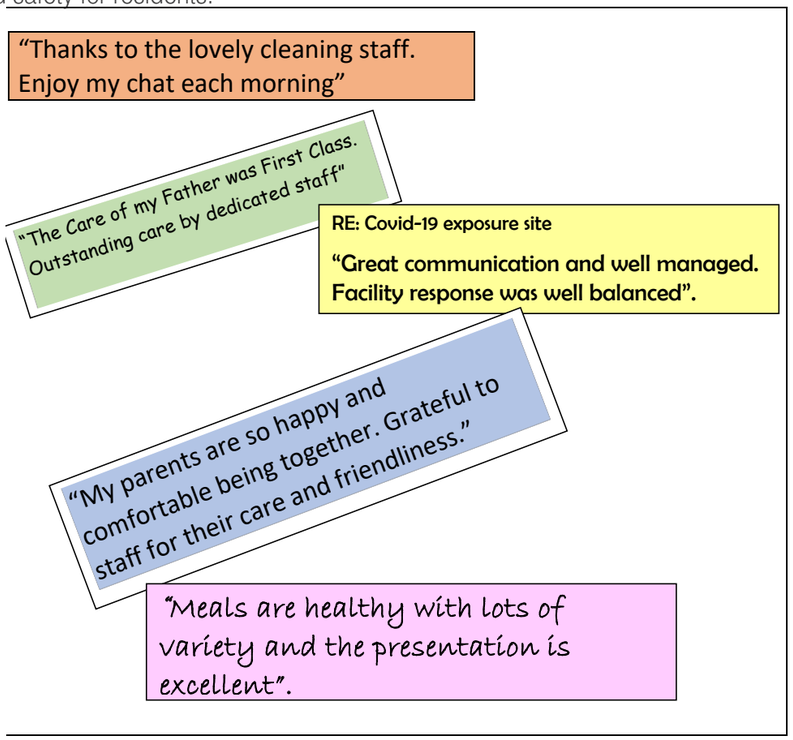
As per a Policy and Procedure update, Bentleys became a "Smoke-Free" site, inclusive of vaping.

In partnership with Jenny's Early Learning in Epsom, we commenced an Intergenerational Program, which has been both popular and well received by our residents and the children. It has been a genuine delight to witness the special friendships being formed between them.

Some talented participants in the local Community Corrections Program built special items such as wooden photo frames, building blocks, and children's chairs off-site. These items were then donated to Bentleys so that the children and residents could paint these together as a meaningful activity.

Staff education has again, been a high priority with various specialised sessions held such as; OH&S refresher training, OH&S 5 day course, Dementia Australia- dining experience, Murray PHN: Residential Aged Care and the deteriorating resident, Incident Investigation, Code Grey/Black, First Aid/AED refresher for RN's, and Manual Handling training with our newly purchased Arjo products.

Our bed replacement program has been initiated and well underway, with the oldest beds being removed from the facility and new beds now in circulation. This will dramatically reduce maintenance and increase comfort and safety for residents.



**PARTNERSHIPS**

Bendigo Health –Carer Support Services, Residential In Reach

VCare Physiotherapy and Allied Health – providing best practice physiotherapy on site

Bendigo Wound Clinic – for expert advice for complex wound care

Bendigo Speech Works

Bendigo Foot Clinic

Bendigo Sleep Lab

Jenny's Early Learning-Epsom

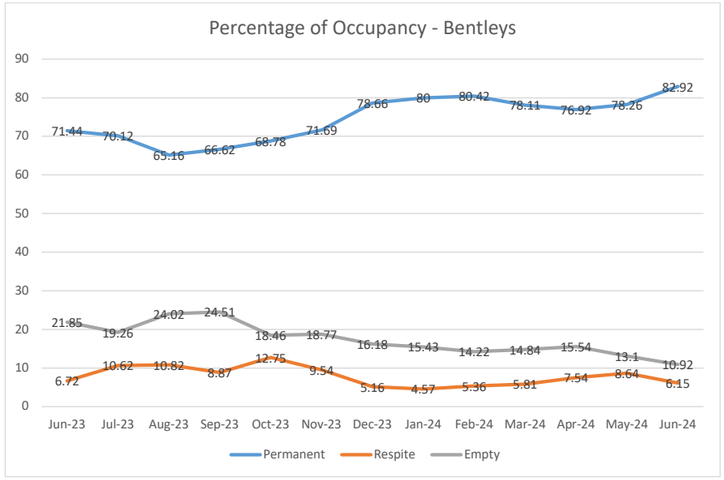
Community Corrections- donation of building projects for intergenerational program e.g. Photo frames, children's chairs

LaTrobe University

Bendigo TAFE

**VOLUNTEERS**

Our grateful thanks go to the many volunteers and entertainers who donate their time and good will to Bentleys. Having regular visits from these special people has greatly improved our resident's lives and increased delivery of the Lifestyle Program.




The average bed occupancy for this financial year was 82.43%. This is a decrease from the previous year. The difference can be attributed to fluctuations in staffing resources, staff leave/illness with periods throughout the year where respite was very popular. New staff are consistently being recruited, with this process remaining a high priority to ensure we maintain our human resources and ability to provide the very best care for our residents.

The level of enquires received for both Permanent Care and Respite at Bentleys continues to be consistently high – a true testament to the exceptional reputation we have both locally and across the state of Victoria.

Jo Chalkley, Facility Manager- Bentleys Aged Care

# LIFESTYLE ANNUAL REPORT

It is not until you are asked to reflect on the year that has been that you realize the enormity of what a small team of dedicated lifestyle staff can achieve.

In what can only be described as a whirlwind of excitement, teamwork, comradery and community, the Bentleys lifestyle team drove the mission to run a garage sale to begin fundraising for a facility bus. Staff, families and residents alike all assisted with donations, organizing, spreading the word, cooking but most importantly selling.

We opened up at 6am on a Saturday, apprehensive but excited, unsure of how it would unfold. It would not take long before the punters arrived and bargains were bought, but more importantly the residents unity in the mission was evident, engaging with people buying goods, chatting about the purpose of the sale and selling raffles tickets and cakes. Even though we raised over $6000 it was the coming together as our Bentley's community, striving for a common goal which was a wonderful thing to witness.

The funds raised were enough to kick start our goal and with the support of the CEO and board our bus will be arriving late October, just in time for the Christmas lights.

It is common now to see an idea come to reality when the lifestyle team get together, but the collaborating, planning, logistics and getting it done are no mean feat. This is true for the intergenerational program run in conjunction with Jenny's Early Learning, it has seen the program run twice at Bentleys this year with plans for more. It's hard to describe the benefits both before, during and after the children arrive and the moments staff witness which makes this program a welcome addition. This program has also lead to a partnership with Community Corrections with the offenders who are currently undertaking community work, building and donating children's chairs, picture frames and building blocks. The feedback from Community Corrections was that the participants were excited to be able to contribute and enhance the program through the skills they were learning.

In April it was time for some of the residents to dress up in their best outfit and for the lifestyle team to assist with hair and makeup, to get photos taken for mother's day. The professional photos were welcomed by the families, several families have since used these images when preparing booklets for residents who have sadly passed and reported back how nice it was to have a beautiful photo to use. We plan to continue this creation of meaningful moments as Christmas rolls nearer.

Midyear staff approached lifestyle to see how we could help the penguins of Cowes, the penguins were in need of tiny jumpers to protect them from oil spills, the Knit and Natter group, residents, staff and family members quickly jumped onto action. The result was 62 tiny, colorful jumpers which were displayed in the foyer before we sent them off to the Penguin Foundation of Cowes Victoria.

So many other amazing things to report but we will dot point:

- Footy Tipping
- Coffee Van – Monthly
- Henny Penny (hatching of chicks)
- Delta Therapy dogs (Vincent and Rhino making regular visits)
- Music concerts by Don and Matt
- We have Elder Rights Volunteers who have been paired with multiple residents.
- Bendigo Library delivering hard copy and audio books
- Continued spiritual support by St Paul's Anglican and St Teresa's Catholic Churches

These really are only a highlight of what has been another amazing effort by the Lifestyle team to engage, support and care for our residents, it is also important to note the teamwork needed to make these activities available to our residents, so I would like to Thank the broader team at Bentleys, the care staff, volunteers, nurses, kitchen staff, reception and everyone involved to give meaningful moments to our residents.

It really is a privilege.

Thank you

**Kristy Harrington**

Lifestyle Coordinator Bentleys Aged Care.









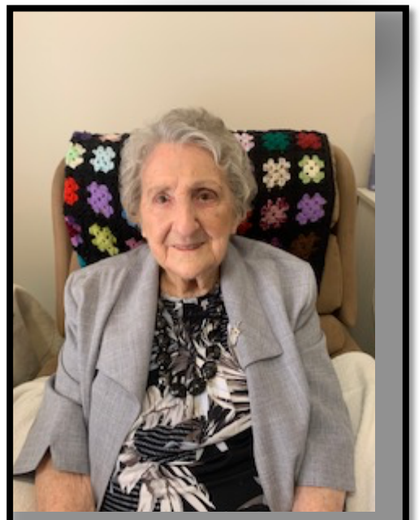












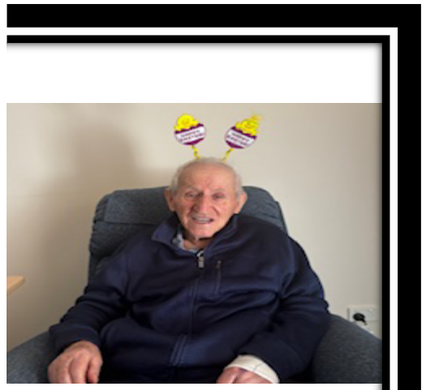













Bestie







# 93RD ANNUAL GENERAL MEETING - MINUTES

**VIOLET TOWN BUSH NURSING CENTRE Inc**
*Trading as* Honeysuckle Regional Health

**93rd ANNUAL GENERAL MEETING**
**Monday, 13th November, 2023, 2:00pm**

**CHAIRPERSON WELCOME**
Mr Nicholas Palmer welcomed members and guests.

**PRESENT:** Barry Hobbs, Nick Palmer, Ann Byrnes, Linda Reeves, John Hawkes, Irene Gilliland, Georgina Toland, Linda Schultz, Steve Jackal, Fay Whitewood, Nola Dudley, Richard Byrnes, Brenda Hoare, Faye Biddle, Linden Biddle, John Vance, Tricia Vance, Jenny Bunnett, Jean Miller, Jo Chalkley, Kristy Harrington, Melissa Seymour

**APOLOGY:** Andrew Walter, Annabelle Cleeland (MP), Jean Lightfoot, Helen Haines (MP), Dr Wang, Louise Palmer, Diana Hawkes, Richard Byrnes, Jeff Welch, Christine Welch

**CONFIRMATION OF MINUTES**
92nd Annual General Meeting held on Monday, 14th November, 2022
***Moved:*** Faye Whitewood
***Seconded:*** Irene Gilliland

**BUSINESS ARISING FROM MINUTES**
Nil

**ANNUAL REPORTS**
***Chairman's Report:*** Nicholas Palmer spoke to his report published in the 2022/2023 Annual Report.

***CEO Report:*** Barry Hobbs spoke to his report published in the 2022/2023 Annual Report.
Agency staff
Occupancy percentages are: Violet Town 95%, Bendigo 75%

***Accountant Report:*** Steve Jackal explained his report published in the 2022/2023 Annual Report.
Agency staff have increased wages costs. Hopefully increased wages will attract more permanent staff.
Workcover and compliance costs have increased considerably.
Positives are interest rates have increased earnings and new funding has helped our income.

**MOTION:** The reports as presented by the Chairperson, CEO and Financials be accepted.
***Moved:*** John Hawkes
***Seconded:*** Georgina Toland
**CARRIED**

**APPOINTMENT OF AUDITOR**
**MOTION:** The McLaren Hunt Financial Group be re-appointed as auditor.
***Moved:*** Faye Whitewood
***Seconded:*** Irene Gilliland
**CARRIED**

**CONFIRMATION OF COMMITTEE OF MANAGEMENT FOR 2023/2024**
CEO confirmed Board as is with Anna Toland resigning recently. One Nomination received after the designated date and they will be seconded for a twelve month term.

**GENERAL BUSINESS**
**MOTION:** The annual Membership Subscription remain at $10.00 per member and is due and payable on 30th June each year.
***Moved:*** Ann Byrne
***Seconded:*** Georgina Toland
**CARRIED**
Suggestion made we try to recruit more members and include Bendigo. Board to discuss.

**Question Time**
Jean Miller asked where donations are used and were there waiting lists.

- CEO explained donations are not used for everyday running costs, but put towards "extras", e.g. wifi upgrade, call bell system.
- Violet Town Nursing Home is currently fully occupied with Bentleys being limited by staffing issues, but we do having waiting lists.

Faye Whitewood queried the education program for staff.

- CEO explained education program is ongoing.

Steve Jackal thanked Linda Schultz for her monthly reports, and for making his job easier.

**Meeting Closed:** 2:40pm

## 94th ANNUAL GENERAL MEETING
## Tuesday 12th November 2024 at 2.00pm
## AGENDA

***CHAIRPERSON WELCOME*** **Mr Nicholas Palmer**.

***APOLOGIES***

***CONFIRMATION*** 93rd AGM minutes held 13th November 2023

***OF MINUTES*** (move motion?)

***BUSINESS ARISING FROM MINUTES***

***ANNUAL REPORT*** Chairman's Report
CEO Report-Barry Hobbs
Accountant Report
(Move motion to accept reports)

***APPOINTMENT OF AUDITOR*** Reappointment of McLaren Hunt Financial Group
(move motion)

***DECLARATION OF ELECTION –if any nominations.***
***AND***
***CONFIRMATION OF COMMITTEE OF MANAGEMENT FOR 2024-25***

***BUSINESS***
Annual Subscription amount and due date for payment (move motion)

**Other Business**

***CLOSE MEETING***

**VIOLET TOWN BUSH NURSING CENTRE INC.**
**ABN 17 344 959 747**

**ANNUAL FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2024**

VIOLET TOWN BUSH NURSING CENTRE INC

## COMPREHENSIVE OPERATING STATEMENT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

| | Note | 2024 $ | 2023 $ |
|---|---|---|---|
| Revenue from operating activities | 2 | 17,299,498 | 13,022,384 |
| Revenue from non-operating activities | 2 | 330,817 | 251,900 |
| Employee benefits expense | 3 | (13,765,602) | (10,722,379) |
| Other Expenses | 3 | (3,296,689) | (2,769,705) |
| **Net Result Before Capital and Specific Items** | | **568,024** | **(217,800)** |
| Capital purpose income | 2 | 286,283 | 1,576,763 |
| Depreciation expense | 4 | (623,222) | (523,359) |
| Net gain/(loss) on financial instruments | 2 | 125,402 | 80,750 |
| | | **356,487** | **916,354** |
| **NET RESULT FOR THE YEAR** | | **356,487** | **916,354** |
| **COMPREHENSIVE RESULT** | | **356,487** | **916,354** |

This Statement should be read in conjunction with the accompanying notes.

VIOLET TOWN BUSH NURSING CENTRE INC

## BALANCE SHEET AS AT 30 JUNE 2024

| | Note | 2024 $ | 2023 $ |
|---|---|---|---|
| **Current Assets** | | | |
| Cash and cash equivalents | 5 | 3,399,513 | 1,801,817 |
| Receivables | 6 | 632,481 | 518,500 |
| Investments and other financial assets | 7 | 7,384,045 | 8,249,643 |
| Other assets | 8 | 43,039 | 46,531 |
| **Total current assets** | | **11,459,078** | **10,616,491** |
| **Non-current assets** | | | |
| Property, plant and equipment | 9 | 11,342,131 | 11,734,048 |
| **Total non-current assets** | | **11,342,131** | **11,734,048** |
| **TOTAL ASSETS** | | **22,801,209** | **22,350,539** |
| **Current Liabilities** | | | |
| Payables | 10 | 927,674 | 1,120,149 |
| Employee Benefits | 11 | 2,220,805 | 1,734,652 |
| Other liabilities | 12 | 13,840,699 | 14,094,048 |
| **Total current liabilities** | | **16,989,178** | **16,948,849** |
| **Non-current liabilities** | | | |
| Employee Benefits | 11 | 262,525 | 208,671 |
| **Total non-current liabilities** | | **262,525** | **208,671** |
| **TOTAL LIABILITIES** | | **17,251,703** | **17,157,520** |
| **NET ASSETS** | | **5,549,506** | **5,193,019** |
| **EQUITY** | | | |
| Retained surplus | | 5,549,506 | 5,193,019 |
| **TOTAL EQUITY** | | **5,549,506** | **5,193,019** |
| Commitments | 17 | | |
| Contingent Assets and Contingent Liabilities | 18 | | |

This Statement should be read in conjunction with the accompanying notes.

VIOLET TOWN BUSH NURSING CENTRE INC

CASH FLOW STATEMENT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

| | Note | 2024 $ | 2023 $ |
|---|---|---|---|
| **CASH FLOWS FROM OPERATING ACTIVITIES** | | | |
| Resident fees received | | 5,063,565 | 4,343,507 |
| Operating grants from government | | 11,981,328 | 9,041,207 |
| Donations and bequests received | | 171,320 | 85,450 |
| Interest received | | 316,060 | 59,505 |
| Other receipts | | 243,518 | 172,364 |
| Payments for suppliers & employees | | (16,653,440) | (13,048,734) |
| Borrowing costs | | (45,964) | (41,745) |
| **NET CASH FLOW FROM OPERATING ACTIVITIES** | 13 | **1,076,387** | **611,554** |
| **CASH FLOWS FROM INVESTING ACTIVITIES** | | | |
| Proceeds from sale of property, plant and equipment | | 175,873 | 101,464 |
| Net proceeds from/(payment for) investments | | 991,000 | 1,000,000 |
| Purchase of property, plant and equipment | | (392,215) | (2,173,056) |
| **NET CASH FLOW FROM / (USED IN) INVESTING ACTIVITIES** | | **774,658** | **(1,071,592)** |
| **CASH FLOW FROM FINANCING ACTIVITIES** | | | |
| Net proceeds from/(payment for) Monies in Trust | | (253,349) | (676,679) |
| **NET CASH FLOW FROM / (USED IN) FINANCING ACTIVITIES** | | **(253,349)** | **(676,679)** |
| **NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS HELD** | | **1,597,696** | **(1,136,717)** |
| CASH AND CASH EQUIVALENTS AT BEGINNING OF FINANCIAL YEAR | | **1,801,817** | **2,938,534** |
| **CASH AND CASH EQUIVALENTS AT END OF FINANCIAL YEAR** | 5 | **3,399,513** | **1,801,817** |

This Statement should be read in conjunction with the accompanying notes.

VIOLET TOWN BUSH NURSING CENTRE INC
STATEMENT OF CHANGES IN EQUITY
FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

| | Retained Surplus | Total |
|---|---|---|
| | $ | $ |
| **Balance at 1 July 2022** | 4,276,665 | 4,276,665 |
| Net result for the year | 916,354 | 916,354 |
| **Balance at 30 June 2023** | **5,193,019** | **5,193,019** |
| Net result for the year | 356,487 | 356,487 |
| **Balance at 30 June 2024** | **5,549,506** | **5,549,506** |

This Statement should be read in conjunction with the accompanying notes.

## NOTE 1 : SUMMARY OF MATERIAL ACCOUNTING POLICIES

The financial statements cover Violet Town Bush Nursing Centre Inc. as an individual entity. Violet Town Bush Nursing Centre Inc. is a not-for-profit association incorporated in Victoria under Association Incorporation Reform Act (VIC) 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

**Basis of Preparation**

These general purpose financial statements have been prepared in accordance with the *Associations Incorporation Reform Act 2012 (Vic)* and Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board. The Association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The amounts presented in the financial statements have been rounded to the nearest dollar.

The financial policies adopted are consistent with the previous year.

**Going Concern Basis**

During the year ended 30 June 2024 Violet Town Bush Nursing Centre had an operating surplus of $356,487 (2023 surplus of $916,354).

The financial statements have been prepared on the going concern basis in consideration of the following:
- Improved occupancy budgeted at 96% in 2025 (2024: 88%)
- The 2024/25 adopted budget provides for an operating surplus prior to depreciation of $161,902.
- AN-ACC funding model base price increased to $253.82 plus additional supplements.
- Continued review and management of operating expenditure.

**Accounting Policies**

**(a) Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost, where applicable, less any accumulated depreciation and impairment loss.

Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

The depreciable amount of all fixed assets including buildings and capitalised leased assets, is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

| | 2024 | 2023 |
|---|---|---|
| Buildings | 2.5 to 10% | 2.5 to 10% |
| Plant and Equipment | 5 to 33.33% | 5 to 33.33% |
| Motor Vehicles | 15 to 25% | 15 to 25% |

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

Gains and losses on disposals are determined by comparing net proceeds with the carrying amount. These gains and losses are recognised in profit or loss when the item is derecognised.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

**(b) 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 that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled plus related on-costs.

Employee benefits payable later than one year have been measured at the present value of the estimated future to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may satisfy vesting requirements. These cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.





## NOTE 1 : SUMMARY OF MATERIAL ACCOUNTING POLICIES

**(c) Revenue Recognition**

Amounts disclosed as revenue are, where applicable, net of returns, allowances and duties and taxes.

**Fees**

Revenue arising from fees is recognised when or as the performance obligation is completed and the resident receives the benefit of services being performed.

**Operating Grants / Subsidies – under AASB 15**

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations, then the revenue is recognised when control of each performance obligation is satisfied.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

**Operating Grants / Subsidies – under AASB 1058**

Assets arising from grants in the scope of AASB 1058 (i.e. agreements that are not enforceable or do not have sufficiently specific performance obligations) are recognised at their fair value when the asset is received. These assets are generally cash, but may be property which has been donated or sold to the Nursing Home at significantly below its fair value.

**The Nursing Home then considers whether there are any related liability or equity items associated with the asset which** are recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised, then income is recognised for any difference between the recorded asset and liability.

**Capital Grants – under AASB 1058**

Capital grants received to enable the Nursing Home to acquire or construct an item of property, plant and equipment to identified specification which will be under the Nursing Home's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project, as there is no profit margin.

For acquisition of assets, the revenue is recognised when the asset is acquired and controlled by the Nursing Home.

**Donations and Other Bequests**

Donations and bequests are recognised as revenue when received. If donations are for a special purpose, they may be appropriated to a reserve, such as specific restricted purpose reserve.

**Interest Revenue**

Interest revenue is recognised on a time proportionate basis that takes in account the effective yield of the financial asset, which allocates interest over the relevant period.

## NOTE 1 : SUMMARY OF MATERIAL ACCOUNTING POLICIES

### (d) Economic Dependence

Violet Town Bush Nursing Centre Inc. is dependent on the State and Federal Government for the majority of its revenue used to operate the business. At the date of this report the Committee members have no reason to believe the State and Federal Government will not continue to support Violet Town Bush Nursing Centre Inc.

### (e) Critical Accounting Estimates and Judgements

The members of the committee evaluate estimates and judgments incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company.

**Key Estimates**
*Useful life*

Useful life is the period over which an asset is expected to be available for use by an entity. The useful life of an asset is defined in terms of the asset's expected utility to the entity. The estimation of the useful life of the asset is a matter of judgement based on the experience of the entity with similar assets.

**Key Judgments**
*Employee benefits*

For the purpose of measurement, AASB 119: Employee Benefits defines obligations for short-term employee benefits as obligations expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related services. The association expects most employees will take their annual leave entitlements within 24 months of the reporting period in which they were earned, which will not have a material impact on the amounts recognised in respect of obligations for employees' leave entitlements.





## Note 2: REVENUE

| | Note | 2024 $ | 2023 $ |
|---|---|---|---|
| **Revenue from Operating Activities** | | | |
| - Resident Fees & Retentions | | 5,166,020 | 4,319,196 |
| - Operating and Capital Grants | | 11,889,960 | 8,530,824 |
| - Other Revenue (i) | | 243,518 | 172,364 |
| **Total Revenue from Operating Activities** | | **17,299,498** | **13,022,384** |
| **Revenue from Non-Operating Activities** | | | |
| - Interest Received | 2(a) | 330,817 | 251,900 |
| **Total Revenue from Non-Operating Activities** | | **330,817** | **251,900** |
| **Revenue from Capital Purpose Income** | | | |
| - Donations and Bequests | | 171,320 | 85,450 |
| - Capital Grants (ii) | | 100,000 | 1,480,500 |
| - Gain/(Loss) on Sale of Non Financial Assets | 3(a) | 14,963 | 10,813 |
| **Total Capital Purpose Income** | | **286,283** | **1,576,763** |
| **Unrealised gain/(loss) on financial instruments** | | **125,402** | **80,750** |
| **Total Revenue** | | **18,042,000** | **14,931,797** |

(i) Other Revenue for the 2023/24 financial year includes additional Covid-19 support funding of $138,089 (2023: $65,131) and one off workforce grants $79,600 (2023: $66,780)
(ii) Capital Grants includes Aged Care Approval Rounds (ACAR) grants in 2024 of $100,000 and $1,480,000 in 2023.

## Note 3: EXPENSES

| | | 2024 $ | 2023 $ |
|---|---|---|---|
| **Employee Expenses** | | | |
| Employee Benefits Expense | | 13,765,602 | 10,722,379 |
| **Total Employee Expenses** | | **13,765,602** | **10,722,379** |
| **Other Expenses** | | | |
| Service Contract Fees | | 854,674 | 619,805 |
| Operating Expenses | | 667,612 | 578,722 |
| Repairs and Maintenance Expenses | | 409,884 | 331,386 |
| Food & Provisions | | 603,043 | 518,614 |
| Other Expenses | | 675,192 | 677,433 |
| Bad Debts | | 40,320 | 2,000 |
| Finance Costs | | 45,964 | 41,745 |
| **Total Other Expenses** | | **3,296,689** | **2,769,705** |
| Depreciation and Amortisation | 4 | 623,222 | 523,359 |
| **TOTAL EXPENSES** | | **17,685,513** | **14,015,443** |

## NOTE 3a: NET GAIN/(LOSS) ON DISPOSAL OF NON-FINANCIAL ASSETS

| | 2024 $ | 2023 $ |
|---|---|---|
| **Proceeds from Disposal of Non Financial Assets** | | |
| - Motor Vehicles | 175,873 | 101,464 |
| **Total Proceeds from Disposal of Non-Financial Assets** | 175,873 | 101,464 |
| **Less: Written Down Value of Non Financial Assets Disposed** | | |
| - Plant & Equipment | (57) | - |
| - Motor Vehicles | (160,853) | (90,651) |
| **Total Written Down Value of Non-Financial Assets Disposed** | (160,910) | (90,651) |
| **NET GAINS/(LOSSES) ON DISPOSAL OF NON FINANCIAL ASSETS** | **14,963** | **10,813** |

## NOTE 4: DEPRECIATION AND AMORTISATION

| | 2024 $ | 2023 $ |
|---|---|---|
| **Depreciation** | | |
| Buildings | 390,441 | 350,433 |
| Plant and Equipment | 212,472 | 146,858 |
| Motor Vehicles | 20,309 | 26,068 |
| **TOTAL DEPRECIATION** | **623,222** | **523,359** |

## NOTE 5: CASH AND CASH EQUIVALENTS

| | 2024 $ | 2023 $ |
|---|---|---|
| Cash at Bank | 1,196,112 | 95,677 |
| Monies Held in Trust | 2,203,401 | 1,706,140 |
| **TOTAL** | **3,399,513** | **1,801,817** |

## NOTE 6: ACCOUNTS RECEIVABLE AND OTHER DEBTORS

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| **Contractual** | | |
| Trade Receivables | 295,447 | 173,910 |
| Accrued Income | 386,134 | 355,790 |
| Provision for Impairment | (49,100) | (11,200) |
| **TOTAL ACCOUNT RECEIVABLE AND OTHER DEBTORS** | **632,481** | **518,500** |

At reporting date there are no balances within trade and other receivables that contain assets that are not impaired and are past due.
It is expected these balances will be received when due. Impaired assets are provided in full.

## NOTE 7: INVESTMENTS AND OTHER FINANCIAL ASSETS

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| Term Deposits | 2,485,000 | 3,476,000 |
| Challenger Annuity | 3,700,000 | 3,700,000 |
| IOOF Share Portfolio | 1,199,045 | 1,073,643 |
| **TOTAL** | **7,384,045** | **8,249,643** |

## NOTE 8: OTHER ASSETS

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| Prepayments | 43,039 | 46,531 |
| **TOTAL OTHER ASSETS** | **43,039** | **46,531** |





## NOTE 9: PROPERTY, PLANT & EQUIPMENT

| | 2024 $ | 2023 $ |
|---|---|---|
| **Land and Buildings** | | |
| - Land | 278,142 | 278,142 |
| - Buildings at Cost | 15,722,909 | 15,742,123 |
| Less Accumulated Depreciation | 5,991,162 | 5,615,904 |
| **Total Land and Buildings** | **10,009,889** | **10,404,361** |
| **Plant & Equipment** | | |
| - Plant and Equipment at Cost | 3,275,643 | 3,310,180 |
| Less Accumulated Depreciation | 2,123,382 | 2,089,409 |
| **Total Plant and Equipment** | **1,152,261** | **1,220,771** |
| **Motor Vehicles** | | |
| - Motor Vehicles at Cost | 208,489 | 203,587 |
| Less Accumulated Depreciation | 79,581 | 94,671 |
| **Total Motor Vehicles** | **128,908** | **108,916** |
| **Works in Progress** | 51,073 | - |
| **TOTAL PROPERTY, PLANT AND EQUIPMENT** | **11,342,131** | **11,734,048** |

**Movements in carrying amounts of Property, Plant and Equipment**
Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

| | Land and Buildings $ | Plant & Equipment $ | Motor Vehicles $ | Works in Progress | Total $ |
|---|---|---|---|---|---|
| **Balance at 1 July 2022** | **9,057,188** | **947,577** | **108,314** | **17,579** | **10,130,658** |
| Additions | 8,296 | 420,052 | 117,321 | 1,671,731 | 2,217,400 |
| Transfer between classes | 1,689,310 | - | - | (1,689,310) | - |
| Disposals - written down value | - | - | (90,651) | - | (90,651) |
| Depreciation Expense | (350,433) | (146,858) | (26,068) | - | (523,359) |
| **Balance at 1 July 2023** | **10,404,361** | **1,220,771** | **108,916** | **-** | **11,734,048** |
| Additions | - | 144,019 | 201,154 | 51,073 | 396,246 |
| Adjustments | (4,031) | - | - | - | (4,031) |
| Disposals - written down value | - | (57) | (160,853) | - | (160,910) |
| Depreciation Expense | (390,441) | (212,472) | (20,309) | - | (623,222) |
| **Balance at 30 June 2024** | **10,009,889** | **1,152,261** | **128,908** | **51,073** | **11,342,131** |

## NOTE 10: ACCOUNTS PAYABLE AND OTHER PAYABLES

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| **Unsecured Liabilities** | | |
| Accounts Payable | 297,104 | 668,682 |
| Income in Advance - Commonwealth Funding | 77,625 | - |
| Income in Advance - Aged Care Packages | 85,908 | 140,630 |
| Fees in Advance | 19,082 | 15,948 |
| Sundry Payables and Accrued Expenses | 447,955 | 294,889 |
| **TOTAL** | **927,674** | **1,120,149** |

## NOTE 11: EMPLOYEE PROVISIONS

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| Employee provisions | | |
| Long Service Leave | | |
| - Unconditional and expected to be settled within 12 months (i) | 486,357 | 118,666 |
| - Unconditional and expected to be settled after 12 months (i) | 562,357 | 702,784 |
| Annual Leave | | |
| - Unconditional and expected to be settled within 12 months (i) | 764,319 | 730,788 |
| - Unconditional and expected to be settled after 12 months (i) | 407,772 | 182,414 |
| **Total Current Employee Provisions** | **2,220,805** | **1,734,652** |
| **NON CURRENT** | | |
| Long Service Leave | | |
| - Conditional Long Service Leave (i) | 262,525 | 208,671 |
| **TOTAL EMPLOYEE PROVISIONS** | **2,483,330** | **1,943,323** |

(i) The amounts disclosed are at present values





## NOTE 12: OTHER LIABILITIES

| | 2024 $ | 2023 $ |
|---|---|---|
| **CURRENT** | | |
| Monies Held in Trust | | |
| - Patient Monies Held in Trust | 11,575 | 14,123 |
| - Accommodation Bonds | 13,829,124 | 14,079,925 |
| **TOTAL OTHER LIABILITIES** | **13,840,699** | **14,094,048** |
| **Represented by:** | | |
| Cash at Bank | 2,315,415 | 1,703,166 |
| Investments and Other Financial Assets | 7,384,045 | 8,249,643 |
| Buildings and Infrastructure | 4,141,239 | 4,141,239 |
| | **13,840,699** | **14,094,048** |

Accommodation bonds have been classified as current liabilities in accordance with Australian Accounting Standards, as there is no right to defer the repayment of the contributions should a resident depart a facility. However the Committee are of the view that considering the history if repayments there is no expectation that the cash flow and working capital of the Association will be adversely impacted during the next 12 months. As in prior periods it is anticipated that some residents will depart facilities with contributions being repaid and new residents will enter and provide additional contributions.

## NOTE 13: RECONCILIATION OF CASH FLOW FROM OPERATING ACTIVITIES WITH NET CURRENT YEAR SURPLUS

| | 2024 $ | 2023 $ |
|---|---|---|
| **NET RESULT FOR THE PERIOD** | 356,487 | 916,354 |
| Depreciation & Amortisation | 623,222 | 523,359 |
| Bad Debts | 37,900 | - |
| Net (Gain)/Loss from Sale of Plant and Equipment | (14,963) | (10,813) |
| Net (Gain)/Loss on Financial Instruments | (125,402) | (80,750) |
| Change in Operating Assets & Liabilities | | |
| (Increase)/Decrease in Receivables | (121,537) | (160,336) |
| (Increase)/Decrease in Other Assets | (26,852) | 4,378 |
| Increase/(Decrease) in Income in Advance | 26,037 | (975,865) |
| Increase/(Decrease) in Trade and Other Payables | (218,512) | 57,665 |
| Increase/(Decrease) in Employee Benefits | 540,007 | 337,562 |
| **NET CASH FLOWS FROM OPERATING ACTIVITIES** | **1,076,387** | **611,554** |

## NOTE 14: FINANCIAL INSTRUMENTS
**Financial Risk Management Objectives and Policies**

**(a) Categorisation of financial instruments**

| 2024 | Financial assets at fair value through net result $ | Financial assets - amortised cost $ | Financial liabilities at amortised cost $ | Total $ |
|---|---|---|---|---|
| **Contractual Financial Assets** | | | | |
| Cash and cash equivalents | - | 3,399,513 | - | 3,399,513 |
| Receivables | - | 295,447 | - | 295,447 |
| Term deposits | - | 4,899,045 | - | 4,899,045 |
| Investments and other financial assets | 2,485,000 | - | - | 2,485,000 |
| **Total Financial Assets (i)** | **2,485,000** | **8,594,005** | **-** | **11,079,005** |
| **Financial Liabilities** | | | | |
| Payables | - | - | 867,418 | 867,418 |
| Other financial liabilities | - | - | 13,840,699 | 13,840,699 |
| **Total Financial Liabilities(ii)** | **-** | **-** | **14,708,117** | **14,708,117** |

| 2023 | Financial assets available for sale $ | Financial assets - loans and receivables $ | Financial liabilities at amortised cost $ | Total $ |
|---|---|---|---|---|
| **Contractual Financial Assets** | | | | |
| Cash and cash equivalents | - | 1,801,817 | - | 1,801,817 |
| Receivables | - | 173,910 | - | 173,910 |
| Term deposits | - | 3,476,000 | - | 3,476,000 |
| Investments and other financial assets | 4,773,643 | - | - | 4,773,643 |
| **Total Financial Assets (i)** | **4,773,643** | **5,451,727** | **-** | **10,225,370** |
| **Financial Liabilities** | | | | |
| Payables | - | - | 1,120,149 | 1,120,149 |
| Other financial liabilities | - | - | 14,094,048 | 14,094,048 |
| **Total Financial Liabilities(ii)** | **-** | **-** | **15,214,197** | **15,214,197** |

(i) The total amount of financial assets disclosed here excludes statutory receivables (i.e. GST input tax credit recoverable)
(ii) The total amount of financial liabilities disclosed here excludes statutory payables (i.e. Taxes payable)

| | 2024 $ | 2023 $ |
|---|---|---|
| **Contractual Financial Assets** | | |
| Cash and Cash Equivalents | 3,399,513 | 1,801,817 |
| Trade and Other Receivables (i) | 295,447 | 173,910 |
| Term Deposits, Managed Funds & Fixed Income Securities - at Fair Value | 7,384,045 | 8,249,643 |
| **Total Financial Assets** | **11,079,005** | **10,225,370** |
| **Financial Liabilities** | | |
| Financial Liabilities at amortised cost | | |
| Trade & Other Payables (ii) | 867,418 | 1,120,149 |
| Monies Held in Trust | 11,575 | 14,123 |
| Accommodation Bonds | 13,829,124 | 14,079,925 |
| Total Financial Liabilities | **14,708,117** | **15,214,197** |

Note:
(i) The impairment of receivables is not considered as a financial instrument.
(ii) The amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and tax payables).





## NOTE 14: FINANCIAL INSTRUMENTS (Continued)

**(b) Maturity analysis of financial liabilities as at 30 June**

| | Total Carrying Amount 2024 $ | Total Carrying Amount 2023 $ | Within 1 Year 2024 $ | Within 1 Year 2023 $ | 1 to 5 Years 2024 $ | 1 to 5 Years 2023 $ | Over 5 Years 2024 $ | Over 5 Years 2023 $ |
|---|---|---|---|---|---|---|---|---|
| **Financial Liabilities** | | | | | | | | |
| *At amortised cost* | | | | | | | | |
| Payables (i) | 867,418 | 1,120,149 | 867,418 | 1,120,149 | - | - | - | - |
| Accommodation Bonds | 13,829,124 | 14,079,925 | 1,850,000 | 1,850,000 | 11,979,124 | 12,229,925 | - | - |
| Monies held in trust | 11,575 | 14,123 | 11,575 | 14,123 | - | - | - | - |
| **Total Financial Liabilities** | **14,708,117** | **15,214,197** | **2,728,993** | **2,984,272** | **11,979,124** | **12,229,925** | **-** | **-** |

(i) The amounts disclosed here exclude statutory amounts (e.g. GST input tax credit recoverable and tax payables).

**(c) Contractual receivables at amortised costs**

| 1 July 2023 | *Current* | *Less than 1 month* | *1-3 months* | *3 months - 1 year* | *1-5 years* | *Total* |
|---|---|---|---|---|---|---|
| Expected loss rate | 0% | 0% | 0% | 17.27% | 0% | 17% |
| Gross carrying amount of contractual receivables | 45,042 | 41,470 | 22,278 | 65,120 | - | 173,910 |
| **Loss allowance** | - | - | - | 11,200 | - | 11,200 |

| 30 June 2024 | *Current* | *Less than 1 month* | *1-3 months* | *3 months - 1 year* | *1-5 years* | *Total* |
|---|---|---|---|---|---|---|
| Expected loss rate | 0% | 0% | 0% | 41.25% | 0% | 17.7% |
| Gross carrying amount of contractual receivables | 16,556 | 80,494 | 60,292 | 119,023 | - | 276,365 |
| **Loss allowance** | - | - | - | 49,100 | - | 49,100 |

**Contractual receivables at amortised cost**

The Nursing Home applies AASB 9 simplified approach for all contractual receivables to measure expected credit losses using a lifetime expected loss allowance based on the assumptions about risk of default and expected loss rates. The Nursing Home has grouped contractual receivables on shared credit risk characteristics and days past due and select the expected credit loss rate based on the Department's past history, existing market conditions, as well as forward-looking estimates at the end of the financial year.

On this basis, the Nursing Home determines the opening loss allowance on initial application date of AASB 9 and the closing loss allowance at end of the financial year as disclosed above.

**Reconciliation of the movement in the loss allowance for contractual receivables**

| | 2024 | 2023 |
|---|---|---|
| **Balance at the beginning of the year** | 11,200 | 9,200 |
| Increase in provision recognised in the net result | 37,900 | 2,000 |
| **Balance at end of the year** | 49,100 | 11,200 |

**Impairment of financial assets under AASB 9 Financial Instruments**

Violet Town Bush Nursing Centre records the allowance for expected credit loss for the relevant financial instruments, in accordance with AASB 9 Financial Instruments 'Expected Credit Loss' approach. Subject to AASB 9 Financial Instruments, impairment assessment includes the the Nursing Home's contractual receivables, statutory receivables and its investment in debt instruments.

Equity instruments are not subject to impairment under AASB 9 Financial Instruments. Other financial assets mandatorily measured or designated at fair value through net result are not subject to impairment assessment under AASB 9 Financial Instruments. While cash and cash equivalents are also subject to the impairment requirements of AASB 9 Financial Instruments, any identified impairment loss would be immaterial.

**Contractual receivables at amortised cost**

The the Nursing Home applies AASB 9 Financial Instruments simplified approach for all contractual receivables to measure expected credit losses using a lifetime expected loss allowance based on the assumptions about risk of default and expected loss rates. The the Nursing Home has grouped contractual receivables on shared credit risk characteristics and days past due and select the expected credit loss rate based on the Nursing Home's past history, existing market conditions, as well as forward-looking estimates at the end of the financial year.

On this basis, the the Nursing Home determines the opening loss allowance and the closing loss allowance at end of the financial year as disclosed above.

**NOTE 14: FINANCIAL INSTRUMENTS (Continued)**

Categories of financial assets under AASB 9 Financial Impairments

**Financial assets at amortised cost**
Financial assets are measured at amortised costs if both of the following criteria are met and the assets are not designated as fair value through net result:
- the assets are held by the Nursing Home to collect the contractual cash flows, and
- the assets' contractual terms give rise to cash flows that are solely payments of principal and interests.

These assets are initially recognised at fair value plus any directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method less any impairment.
The association recognises the following assets in this category:
- cash and deposits;
- receivables (excluding statutory receivables);
- term deposits; and
- certain debt securities.

**Financial assets at fair value through net result**
Equity instruments that are held for trading as well as derivative instruments are classified as fair value through net result. Other financial assets are required to be measured at fair value through net result unless they are measured at amortised cost or fair value through other comprehensive income as explained above. However, as an exception to those rules above, the Nursing Home may, at initial recognition, irrevocably designate financial assets as measured at fair value through net result if doing so eliminates or significantly reduces a measurement or recognition inconsistency ('accounting mismatch') that would otherwise arise from measuring assets or liabilities or recognising the gains and losses on them on different bases.
The Nursing Home recognises listed equity securities as mandatorily measured at fair value through net result and designated all of its managed investment schemes as well as certain 5-year government bonds as fair value through net result.

**Financial liabilities at amortised cost**
Initially recognised on the date they are originated. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest bearing liability, using the effective interest rate method. The Nursing Home recognises the following liabilities in this category:

**Derecognition of financial assets**: A financial asset (or, where applicable, a part of a financial asset or part of a group of similar financial assets) is derecognised when the rights to receive cash flows from the asset have expired.

**Derecognition of financial liabilities**: A financial liability is derecognised when the obligation under the liability is discharged, cancelled or expires.

**Impairment of financial assets**
At the end of each reporting period, the Nursing Home assesses whether there is objective evidence that a financial asset or group of financial assets is impaired. All financial instrument assets, except those measured at fair value through profit or loss, are subject to annual review for impairment.

The allowance is the difference between the financial asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. In assessing impairment of statutory (non-contractual) financial assets, which are not financial instruments, professional judgement is applied in assessing materiality using estimates, averages and other computational methods in accordance with AASB 136 Impairment of Assets.





**NOTE 15: RESPONSIBLE PERSON DISCLOSURES**
The following disclosures are made regarding responsible persons for the reporting period.

| Committee Members | Period |
|---|---|
| Mr N. Palmer (President) | 01/07/2023 - 30/06/2024 |
| Mrs A. Byrnes (Vice President) | 01/07/2023 - 30/06/2024 |
| Ms I. Gilliland (Junior Vice President) | 01/07/2023 - 30/06/2024 |
| Mr J. Hawkes | 01/07/2023 - 30/06/2024 |
| Mrs A. Toland | 01/07/2023 - 28/10/2023 |
| Ms G. Toland | 01/07/2023 - 30/06/2024 |
| Mr A. Walter | 01/07/2023 - 30/06/2024 |
| Ms L. Reeves | 01/07/2023 - 30/06/2024 |
| Mrs C. Yeatman | 29/01/2024 - 30/06/2024 |
| **Accountable Officers** | |
| Mr B. Hobbs | 01/07/2023 - 30/06/2024 |

**Remuneration of Responsible Persons**
Remuneration received or receivable by responsible persons was in the range: $180,000 - $189,999 ($170,000 - $179,999 in 2022-23).

**NOTE 16(a): RELATED PARTY TRANSACTIONS**
Any person(s) having responsibility and authority for planning, directing and controlling the activities of the Association, directly or indirectly, including the Members of the Committee, is considered Key Management Personnel.

**Key Management Personnel Compensation**

| Compensation | 2024 $ | 2023 $ |
|---|---|---|
| Short term employee benefits | 163,183 | 157,417 |
| Post-employment benefits | 17,903 | 15,880 |
| Other long-term benefits | 5,170 | 4,944 |
| Termination benefits | - | - |
| **Total** | **186,256** | **178,241** |

**Other Transactions of Responsible Persons and their Related Parties**
No other responsible person or their related parties received any remuneration or retirement benefits during the year.

| NOTE 16: REMUNERATION OF AUDITORS | 2024 $ | 2023 $ |
|---|---|---|
| Remuneration of the auditors of the Association for: | | |
| - Auditing the Financial Report | 12,650 | 12,200 |
| | **12,650** | **12,200** |

| NOTE 17: COMMITMENTS FOR EXPENDITURE | 2024 $ | 2023 $ |
|---|---|---|
| There are no known capital commitments as at the date of this report. | | |
| **Lease Commitments** | | |
| Commitments in relation to leases contracted for at the reporting date: | | |
| Operating Leases | 43,400 | 6,010 |
| **Total Lease Commitments** | **43,400** | **6,010** |
| | | |
| **Operating leases** | | |
| Kitchen and administration equipment leased over a 5 year term: | | |
| Payable: | | |
| Less than 1 year | 10,416 | 6,010 |
| Longer than 1 year but not longer than 5 years | 32,984 | - |
| **Total Operating Lease Commitments** | **43,400** | **6,010** |

| | 2024 $ | 2023 $ |
|---|---|---|
| **Capital Commitment** | | |
| Motor Vehicle Payable: | | |
| Commitment | 87,000 | - |
| **Total Capital Commitments** | **87,000** | **-** |

**NOTE 18: CONTINGENT ASSETS AND CONTINGENT LIABILITIES**
There are no known contingent assets or contingent liabilities for Violet Town Bush Nursing Centre Inc. as at the date of this report.

**NOTE 19: EVENTS AFTER THE BALANCE SHEET DATE**
Violet Town Bush Nursing Centre Inc. has signed an agreement on 12 September 2024 for the construction of a granny flat to the value of $199,000.

There are no other known subsequent events after reporting date with a material impact on the financial statements.

**NOTE 20: ASSOCIATION DETAILS**
The principle place of business of the association is:

Violet Town Bush Nursing Centre Inc
Cowslip Street
Violet Town VIC 3699

**VIOLET TOWN BUSH NURSING CENTRE INC**
**STATEMENT BY MEMBERS OF THE BOARD**

In the opinion of the Board of Management the financial report:

1. the attached financial statements and notes comply with the Accounting Standards, the Australian Charities and Not-for-profits Commission Act 2012 and Associations Incorporation Reform Act 2012 and associated regulations;

2. the attached financial statements and notes comply with Australian Financial Reporting Standards as issued by the Australian Accounting Standards Board as described in note 1 to the financial statements;

3. the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2024 and of its performance for the financial year ended on that date; and

4. there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

This statement is signed in accordance with subsection 60.15(2) of the Australian Charites and Not-for-profit Commission Regulations 2022.

Nicholas Palmer
President
Violet Town

Ann Byrnes
Vice President
Violet Town

Dated this 30th day of September 2024.

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF VIOLET TOWN BUSH NURSING CENTRE INC.**

**Opinion**

We have audited the financial report of Violet Town Bush Nursing Centre Inc., which comprises the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, and the cash flow statement for year then ended, and notes to the financial statements, including a summary of material accounting policies and statement by the board of management.

In our opinion, the accompanying financial report is in accordance with the Division 60 of the *Australian Charities and Not-for-Profits Commission Act 2012*, and financial reporting requirements of the *Associations Incorporation Reform Act 2012 (VIC)* including:

(a) giving a true and fair view of Violet Town Bush Nursing Centre Inc.'s financial position as at 30 June 2024 and of its financial performance for the year then ended; and

(b) complying with Australian Accounting Standards and Division 60 the *Australian Charities and Not-for-profits Commission Regulation 2022*.

**Basis of Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Violet Town Bush Nursing Centre Inc. in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code *of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the financial report in Australia, and we have fulfilled our other ethical responsibilities in accordance with the Code.

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

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

The committee of management are responsible for the other information. The other information comprises the information included in Violet Town Bush Nursing Centre's annual report for the year ended 30 June 2024, but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement in this other information, we are required to report that fact. We have nothing to report in this regard.

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

Management is responsible for the preparation of the financial report in accordance with the requirements of the *Associations Incorporation Reform Act (Vic) 2012* and for such internal control as management determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, management is responsible for assessing the Violet Town Bush Nursing Centre Inc.'s ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Violet Town Bush Nursing Centre Inc. or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Violet Town Bush Nursing Centre Inc.'s financial reporting process.

**Auditor's Responsibilities for the Audit of the Financial Report**

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

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Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Violet Town Bush Nursing Centre Inc.'s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Violet Town Bush Nursing Centre Inc.'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Violet Town Bush Nursing Centre Inc. to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

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

**Independence**

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

McLaren Hunt.

**McLAREN HUNT**
**AUDIT AND ASSURANCE**

**N.L. McLEAN**
**PARTNER**

Dated at Warrnambool, 1 October 2024

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