



Our Vision

The vision of Self Help Workplace is to sustain and grow a vibrant, innovative disability enterprise which provides access to meaningful employment for anyone with a disability who wants to work and enables people with a disability to enjoy independent and fulfilling lives.

Our Mission

Self Help Workplace provides a supportive workplace where we empower people with disabilities to take pride in their work, celebrate their achievements and produce quality products and services.



encore
CLOTHING



merit
COMMERCIAL
SOLUTIONS



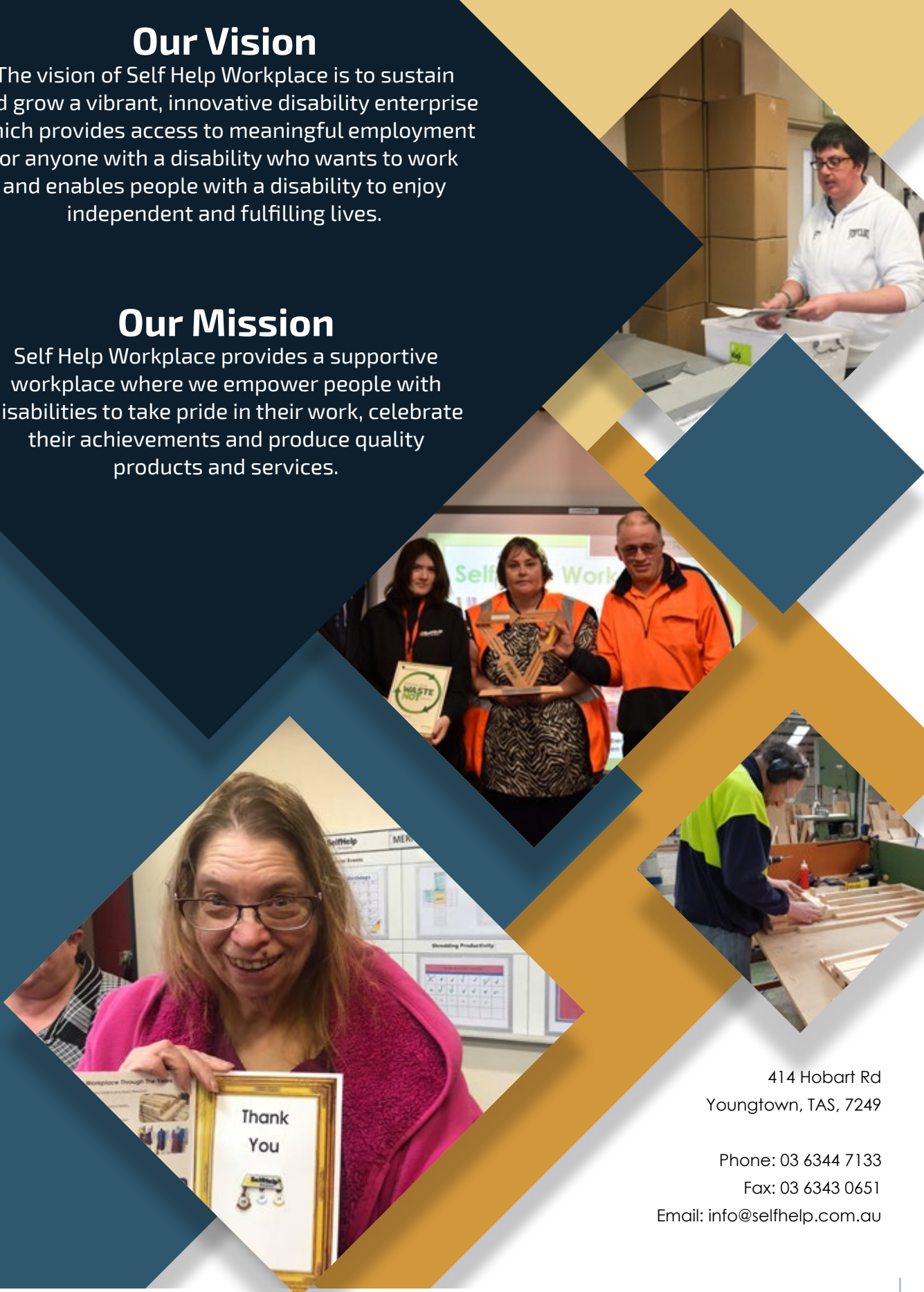
plenty
CATERING
& HIRE



prime
TIMBER
PRODUCTION



spruce
GROUNDS
MAINTENANCE



414 Hobart Rd
Youngtown, TAS, 7249

Phone: 03 6344 7133

Fax: 03 6343 0651

Email: info@selfhelp.com.au



SelfHelp Workplace

Board of Directors	2
Chairperson's & General Manager's Report	3
Merit Commercial Solutions - Spruce Grounds Maintenance	4
Plenty Catering & Hire - Encore Clothing	5
Prime Timber Production	6
Workers Committee - Stephen Forrester Award	7
Self Help Workplace Team - Life Members	8
Audited Financial Report	10



Board of Directors



Pete Wierenga

Pete Wierenga is a Director with 145 Financial where he has worked for 14 years. Peter is a certified public accountant with more than 16 years of experience. Peter is also serving as Treasurer of the Launceston Community Legal Centre (a role he has held for 3 years). Mr Wierenga has also served as Treasurer of the Hadspen Cricket Club for 7 years and President for 3 years.



Janette Kenyon

Janette Kenyon currently works as a senior teacher and the transition co-ordinator at Northern Support School. Education and employment opportunities for young people with disability have been her passion for a long time. Janette holds a PhD in transition education and provides services as a Coordinator of Supports. Janette served on the Board of the Northern Childrens' Network for 10 years and currently serves on the board of the Ravenswood Community Garden.



David Skipper

David Skipper is the Managing Director of TAP AgriCo. David has a diverse background in agribusiness. David was raised on the family farm in the New England region of NSW, holds a bachelor of Agricultural Commerce from University of New England, a graduate diploma in accountancy from Adelaide University and member of the Australian Institute of Company Directors. He has over 20 years of experience in the grain and agribusiness industry. David's responsibilities with TAP AgriCo include price analysis, risk management, grain trading and grain quality management along with strategic planning and development, finance, administration and marketing.



Nathan Calman

Nathan Calman is the brewery Manager at J. Boag and Son Brewing in Launceston. Prior to this he worked in a number of roles within the broader Lion business in NSW and TAS over the past 11 years. Nathan brings experience in the fields of food science, lean manufacturing, governance and strategy. He holds a Bachelors Degree in Food Science and Technology from the University of Adelaide, the Master Brewer Qualification from the Institute of Brewing and Distilling in the UK, a Master of Business Administration and has graduated from the Australian Institute of Company Directors Course.



Honni Pitt

Honni joined the Board in November 2018 and immediately stepped into the role of Treasurer. Honni brings 20 years of experience in the finance sector, including roles as an auditor, corporate financial accountant and financial controller. Her current work with the Bank of us involves oversight of accounting and treasury functions, managing approved investments and ensuring the Bank fulfils its extensive corporate obligations. Honni is a passionate motoring enthusiast and has served on Boards such as the Launceston Chamber of Commerce and National Automobile Museum of Tasmania.



Karen Robinson

Karen's current role is the CEO of Rural Youth which is responsible for Tasmania's premier rural event – Agfest. Agfest attracts over 60,000 visitors during the three days to visit the sites of over 700 exhibitors. Before joining Rural Youth four years ago, Karen worked in the not for profit sector in a training and business development role for TL3. This followed an extensive career in banking and managing a range of commercial enterprises in Launceston. Karen will bring her skills in critical thinking and strategic planning to the work of the Board.



Matthew Green

has served on the board of Self Help Workplace since 2012. Matthew has a strong background in the design and construction industry with over 15 years of experience. Matthew specialises in project management; architectural drafting, specifications and construction documentation and contract administration. Matthew applies these skills and experience in his role as Project Manager with Commercial Project Delivery, a local business specialising in project and construction management for all stages of development



Kim Millar

Kim Millar is bringing her extensive experience as a media, marketing, public relations and corporate affairs professional with 25+ years as a journalist/ presenter/producer to her role on the Board.

As a communications specialist, Kim has provided services to small business and major corporations including Southern Cross Austereo, ABC, Tourism Tasmania, Rio Tinto, UTAS, Australian Maritime College, MyState Ltd. and the Department of State Growth (Road Safety Advisory Council).

We would also like to acknowledge past Directors Ron Thomas, Ken Bassett and Dale Anderson for the role on their board during 2018-2019.

Chairperson's and General Manager's Report

Since the last annual report, the Board of Self Help Workplace welcomed 5 new directors who have quickly made a significant impression on the organisation by developing a new strategic plan and strengthening the operational effectiveness of the corporate governance arrangements. The Board affirmed the enterprise's defining purpose to provide people with disability with meaningful and productive employment so they can enjoy independent and fulfilling lives. The Board recognised that this is the strength of the enterprise and can form the basis of a thriving future.

The strategy on a page sets out three main goals for the organisation:

1. Be an employer of choice for people with disability
2. Grow using skills and assets
3. Efficient and fit for purpose systems and processes

The first goal is about attracting and retaining people with disability to work in the enterprise. The team will work with schools, families and others to create pathways to employment and increase the number and variety of work opportunities at Self Help Workplace.

Growing the enterprise using our skills and assets is about focussing on the existing commercial income streams: Prime Timber, Merit Commercial Solutions, Spruce Grounds Maintenance, Encore Clothing and Plenty Catering Hire and improving the ways each of these units operate to increase the surplus revenue generated across all of the commercial units. The addition of Spruce Grounds Maintenance and the commercial shredding service are examples of the targeted growth that works for Self Help Workplace. These new lines of work were chosen because: our employees can do the work, they enjoy doing the work, they will be safe doing the work and it contributes a commercial rate of return. This decision making model continues to hold Self Help Workplace in good stead for decisions about its future.

The third area of activity is about ensuring that Self Help Workplace continues to provide high quality services and fulfils its compliance obligations under the National Disability Insurance Scheme and the National Quality and Safeguards Framework. While Self Help Workplace has always satisfied the requirements of the Department of Social Services as a provider of supported employment, the NDIS creates another layer of regulation and compliance.

During the year, the enterprise worked on improving its communication strategy to attract new supported employees and sell our quality goods and services. In our work with several marketing/communications organisations, we came to the conclusion that our point of difference in the market place is our people. It is our people who do the work. It is our people who liaise with customers and make sure we meet their needs. It is our people who spread the word amongst the community about who we are and what we do. With this in mind, the enterprise will produce a suite of videos in the new financial year that we will focus on who we are and what we do. They will tell the story of the people of Self Help Workplace who get it done.

During the year, the Board farewelled two long serving directors - Ron Thomas and Ken Bassett, both of whom were awarded life memberships by the Annual General Meeting in October 2018. The passion and commitment of both directors over many years has been invaluable and we continue to be grateful for the difference they made.

The capacity of Self Help Workplace to continue to meet the challenges and opportunities of the present and the future is due in much part to the support of our many friends and supporters. In particular, the Board thanks the Australian Government, the Tasmanian Community Fund, Department of Communities Tasmania, the Bruce Wall Foundation, our customers, suppliers and our individual and corporate members.

The enterprise acknowledges and thanks the Directors, employees, staff, families and supporters for their loyalty and ongoing commitment to Self Help Workplace. We look forward to a thriving future in which Self Help Workplace is continued to be seen and experienced as a quality provider of supported employment and supplier of excellent goods and services.

Pete Wierenga
Chairperson

Donna Bain
General Manager





merit COMMERCIAL SOLUTIONS

Merit Commercial Solutions has been busy this year with mail outs, stickers on keyring and seed bags, filling and sealing pyramid teabags and shredding security documents. Merit struggled with the inconsistency of workloads this year but provided quality work to all customers despite some very tight deadlines.

This year we welcomed two new employees, Katie Van Barneveld and Jacquie Spencer, to the team. Both have fitted in nicely and have developed new, valuable skills in mail-out preparation, print finishing and product assembly. This year we were also delighted to welcome back a familiar face in Joan 'Lel' Bever. Lel commenced work with us in 1971 and after a move interstate in 2014 has returned.

Merit has continued to work with local schools and colleges to provide work experience for students with a disability. This allows them to develop skills and experience a work environment and is valuable in helping students transition from school to employment.

With the purchase of an industrial shredder and baler, the Merit team has been busy preparing the security documents for shredding and selling the bales to be recycled. This financial year the team has baled 12.12 tonnes of recycled paper and pride ourselves in diverting this from landfill. The security shredding has been extremely successful which resulted in the purchase of more security bins to keep up with demand.

Merit secured an ongoing, weekly job with Symbion Launceston, collecting, cleaning and returning medical totes. The local branch was so happy with the quality of our work that one of their Queensland branches shipped 13 pallets of their totes for us to clean and re-sticker! We also welcomed a returning customer, Orora Packaging and have been assisting them with product quality control.

I would like to thank our loyal customers for their support and the valuable work opportunities that provides to employees. Merit remains a great place to work with a close family feel and I am, as always, happy to be a part of that family.

Kim Nielsen Mitchell
Senior Supervisor



spruce GROUNDS MAINTENANCE

This year, Self Help Workplace introduced a new business activity - Spruce Grounds Maintenance. The project was generously funded by the Department of Communities, Tasmania. The grant enabled the purchase of equipment, safety gear and training. After procuring equipment, resources and undertaking staff and employee training, the service was officially launched on 18th April 2019 by The Hon Sarah Courtney MP.

The business community has embraced the service and we are currently maintaining three large industrial sites. Word also spread to the local, domestic market and the team have undertaken a lot of residential work for individual home owners, housing recipients and real estate agencies.

With our registration as a provider of supports for the National Disability Insurance Scheme (NDIS), we have also engaged with some participants to undertake yard work as a part of their NDIS plan.

Participating in this type of work takes our employees off the worksite at Self Help Workplace to premises throughout the greater Launceston area where they have met new people in business and the community.

Wayne Booth
Senior Team Leader





plenty CATERING & HIRE

Our Corporate Catering service has remained popular with local businesses with the continued support of our regular customers and the introduction of several new ones this year. The kitchen team have also catered for several internal launch events hosted by Self Help Workplace that has seen the team prepare food for up to 80 attendees.

A daily dessert option was introduced to the menu that has been met with support. This gives employees who don't work on Fridays, (our previous dessert day) an opportunity to enjoy sweets with their lunch. Our kitchen team has also been making treats to sell over the counter including the ever popular, chocolate crackles, honey joys and cupcakes. These changes have not only provided additional cooking experience and food choices for employees, it has also assisted the canteen to make budget on several occasions.

The canteen dining area underwent a re-vamp with the gift of café style tables and chairs kindly donated by the Launceston General Hospital – Food Services Department. That, and the addition of some table plants, has given the employees a much brighter dining space.

Despite not quite making budget, the continued success of the Catering and Canteen services and the steady hire of our training room to local businesses has seen a modest increase in the Plenty Catering & Hire profit compared to last year. Plus, the kitchen Life Skills Program, teaching employees valuable, independent living skills has continued to be a success.

Dianne Haworth
Life Skills Coordinator



encore CLOTHING

Encore Clothing has had another productive year, resulting in us achieving budget.

The quantity and quality of donated items has been outstanding and has enabled us to offer the best clothing, shoes, handbags and bric-a-brac at very competitive prices.

We continue to pride ourselves in being the only second-hand store in Launceston that launders donated clothing. As a result, we get a lot of positive feedback from our customers about the freshness of the garments and the cleanliness and great presentation of our store. This is a direct result of the hard working employees who are responsible for washing, drying and ironing the clothes and maintaining the cleanliness of the store to a very high standard.

We had a new volunteer join our team this year. Linden has come from a strong retail background and has fitted into the team superbly. I'd like to take this opportunity to thank Linden for her dedicated support of Encore Clothing and the mentorship she provides to employees rostered into the store.



Unfortunately, during the year, thieves have regularly taken material from and damaged the donation bins at Self Help Workplace. The team continue to implement solutions to stop this happening as we are keen to make sure that the community's generous donations find their way into Encore and then on to new homes.

I'd also like to thank our very loyal customers for your ongoing support during the past twelve months and look forward to serving you in the future.

Selena Hext
Supervisor



prime
TIMBER
PRODUCTION

The past financial year has seen everyone in Prime continue to raise the bar with efficiencies in all areas. This has resulted in us having very solid results exceeding expectations.

During the year we have had a focus on safety and implemented quite a few changes in the way we do things. We have introduced spill kits in Prime and have concentrated on pedestrian safety and 5s. We now have our shadow boards painted and labelled as well as broom and shovel boards around the work areas.

During the past 12 months production wise not much has changed from previous years. We have been fortunate to secure larger volumes of orders for bins, pallets and docking work throughout the year which has helped us deliver the outstanding results. We have also been lucky to do more work for the bee industry with the introduction of bee hives where we are constructing and painting upward of 10,000+ hives each year. This has created an opportunity for some employees to be trained in the use of power tools and painting. Each hive that we construct uses approximately 48 screws so over the period of which will be mean roughly ½ million screws that are used. The team also welcomed a number of employees who usually work in Merit who have helped with the important bee hive painting work.

Sadly during the year we said goodbye to Tom Fraser. After 15 years of being a valued colleague and friend Tom decided it was time to try something new.

During the year we welcomed a few new employees into the Prime team (Andrew, James, Ernie, Kyle and Garry), who will help the continued success of the Prime Timber. We also welcomed Wayne Booth into the team as a supervisor.

The results achieved by Prime Timber wouldn't be possible if it wasn't for my hardworking team who continue to get our valued customers work completed day in and day out in an efficient and timely manner.

I would personally like thank my 21 loyal and hardworking employees as well as Rodney, our amazing volunteer, Phil, Tom, Wayne, Donna and Tracey for their support over the past 12 months without all your efforts this place wouldn't be the success it is today. Looking forward to the continued success and challenges ahead.

Darren McKercher
Prime Area Coordinator



Workers Committee

The members of the workers committee for 2018-2019 were:

Karen Armstrong	(Merit Commercial Solutions)
Kelly Waters	(Merit Commercial Solutions)
Gerard Little	(Merit Commercial Solutions)
Roger Walker	(Prime Timber Production)
Dale Kean	(Prime Timber Production)
Andrew Evans	(Prime Timber Production)

In July, Marcus and Karmen Hardy rotated out of the committee after their two year term. Their departure and the space opened by the resignation of Rick Kent the previous year, saw three new members elected; Roger Walker, Dale Kean and Karen Armstrong. To accommodate the work days of the new members, the monthly meetings were changed from Friday to Monday.

As always, the Workers Committee nominated three charities to support throughout the year and their efforts raised valuable funds during the following events:

- Movember \$40.70
- Footy Colours Day \$23.50
- Royal Guide Dog \$101.25

The committee discussed several site improvement ideas this year but the most effective was their suggestion to ensure the safety of the dining chairs by replacing any missing or damaged foot stoppers. Fortunately, at the same time, one of the board members facilitated the donation of quality, secondhand tables and chairs for the canteen.

This year, staff members were invited to attend meetings resulting in some observations for improvement that will take effect in the next financial year.

The Workers Committee continued to rotate the role of Chairperson at each meeting and were assisted and mentored by Rebecca Kennedy in the role of Committee Secretary. Their efforts continue to play a valuable role in the ongoing performance of the Workplace.

Stephen Forrester Award 2018 ANITA DONALD

Self Help Workplace is pleased to announce that Anita Donald was awarded the Stephen Forrester Employee of the year award for 2018.

Anita works in Merit Commercial Solutions and has been with Self Help Workplace for 5 years. Anita is always keen to learn new skills and try different types of work. She eagerly volunteers and helps out with collection of customer products, catering deliveries, product assembly and mailouts.

Anita gets on well with the team at Self Help Workplace and her cheery smile and laughter makes new people feel welcome.



The Team



Adrian



Ailsa



Alistair



Andrew



Andrew



Anita



Courtney



Craig



Craig



Dale



Daniel



Daniel



Darren



Deborah



Eliza



Ernie



Garry



Gerard



Graham



Hamish



Hannah



Harley



Helen



Holly



Jacquie



James



Jodie



Julieanne



Karen



Karen



Karmen



Katie



Katie



Kaylene



Kelly



Kevin



Kyle



Lel



Lyn



Marcus



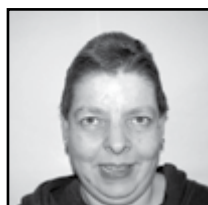
Mason



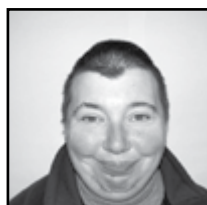
Michael



Monica



Nancy



Nicole



Norma



Richard



Ricky



Robert



Robert



Roger



Sam



Sarah



Sean



Stewart



Susan

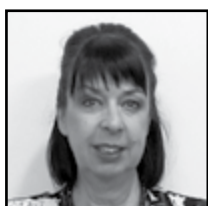
The Staff



Bec



Darren



Dianne



Donna



Kim



Phil



Selena



Tom



Tracey



Wayne



The Volunteers



Linden



Rodney

Life Members

Mrs P Barton
 Mrs M Barrett
 Mr K Bassett
 Ms K Bayles
 Ms L Bever
 Mr G Birtwhistle
 Ms A Boland
 Mr P Bushby
 Mr G Crawford

Mrs J Crawford
 Mr R Crawford
 Mr A Dingemane
 Mrs L Farrington
 Mr D Kean
 Mrs F Layton
 Mr G Little
 Mrs M Ridgers
 Mrs D Rosier

Mr M Rosier
 Mr C Smith
 Mr R Thomas
 Mr R Tonerud
 Mrs M Walker
 Mr R Walker
 Mr H Williams
 Mr A Wilson
 RSID

Audited Financial Report

Income Statement | For The Year Ended 30 June 2019

	Note	2019	2018
Trading Account			
Sales income		1,102,402	866,239
Cost of sales		(415,025)	(382,701)
Gross profit		<u>687,377</u>	<u>483,538</u>
Revenue			
Government funding		281,002	418,777
NDIS supports		312,297	101,264
Donations and bequests		142,888	109,903
Other income		52,443	47,949
Interest received		3,740	2,969
		<u>792,370</u>	<u>680,862</u>
Expenditure			
Employee benefits expense		(863,371)	(893,935)
Depreciation expense		(37,885)	(35,007)
Administration		(182,165)	(173,782)
Property		(72,405)	(58,845)
Grant-funded expenses		(39,247)	-
		<u>(1,195,073)</u>	<u>(1,161,569)</u>
Net surplus/(deficit)		<u>284,674</u>	<u>2,831</u>

Balance Sheet | As at 30 June 2019

	Note	2019	2018
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	2	510,510	284,535
Trade and other receivables	3	142,949	89,945
Inventories	4	33,522	28,677
Prepayments		30,382	52,806
TOTAL CURRENT ASSETS		<u>717,363</u>	<u>455,963</u>
NON-CURRENT ASSETS			
Shares in unlisted company		65,000	65,000
Property, plant and equipment	5	2,028,779	2,051,165
TOTAL NON-CURRENT ASSETS		<u>2,093,779</u>	<u>2,116,165</u>
TOTAL ASSETS		<u>2,811,142</u>	<u>2,572,128</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	131,826	178,460
Provisions	8	108,157	96,775
Other liabilities	7	57,260	65,759
TOTAL CURRENT LIABILITIES		<u>297,243</u>	<u>340,994</u>
NON-CURRENT LIABILITIES			
Provisions	8	19,345	21,254
TOTAL NON-CURRENT LIABILITIES		<u>19,345</u>	<u>21,254</u>
TOTAL LIABILITIES		<u>316,588</u>	<u>362,248</u>
NET ASSETS		<u>2,494,554</u>	<u>2,209,880</u>
MEMBERS' FUNDS			
Reserves		505,000	505,000
Retained profits		1,989,554	1,704,880
TOTAL MEMBERS' EQUITY		<u>2,494,554</u>	<u>2,209,880</u>

Statement of Changes in Equity | For The Year Ended 30 June 2019

2019

	Retained Earnings	Capital Profits Reserve	Asset Revaluation Surplus	Total
	\$	\$	\$	\$
Balance at 1 July 2018	1,704,880	35,000	470,000	2,209,880
Net surplus/(deficit) for the year	284,674	-	-	284,674
Balance at 30 June 2019	1,989,554	35,000	470,000	2,494,554

2018

	Retained Earnings	Capital Profits Reserve	Asset Revaluation Surplus	Total
	\$	\$	\$	\$
Balance at 1 July 2017	1,702,049	35,000	470,000	2,207,049
Net surplus/(deficit) for the year	2,831	-	-	2,831
Balance at 30 June 2018	1,704,880	35,000	470,000	2,209,880

Statement of Cash Flows | For The Year Ended 30 June 2019

	Note	2019	2018
CASH FLOWS FROM OPERATING ACTIVITIES:			
Receipts from customers		1,174,888	975,309
Payments to suppliers		(782,416)	(681,563)
Donations received		142,888	109,903
Interest received		3,740	2,969
Payments to employees		(875,300)	(858,045)
Receipts from government		584,800	553,850
Other receipts		52,443	47,949
GST recovered/paid		(59,568)	(46,071)
Net cash provided by/(used in) operating activities	9	241,475	104,301
CASH FLOWS FROM INVESTING ACTIVITIES:			
Proceeds from sale of plant and equipment		909	-
Payments for purchase of property, plant and equipment		(16,409)	(48,903)
Net cash used by investing activities		(15,500)	(48,903)
CASH FLOWS FROM FINANCING ACTIVITIES:			
Net increase/(decrease) in cash and cash equivalents held		225,975	55,398
Cash and cash equivalents at beginning of year		284,535	229,137
Cash and cash equivalents at end of financial year	2	510,510	284,535

1 Summary of Significant Accounting Policies

(a) Basis of Preparation

These financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Australian Charities and Not-for-Profits Commission Act 2012. The board has determined that the not-for-profit Association is not a reporting entity.

The financial statements have been prepared on an accruals basis and is based on historical costs modified by the revaluation of selected non-current assets, financial assets and financial liabilities for which the fair value basis of accounting has been applied.

The following specific accounting policies, which are consistent with previous periods unless otherwise stated, have been adopted in the preparation of these financial statements. Where items have been reallocated between line items in the financial statements, comparative figures have been reallocated accordingly to ensure comparability is maintained.

(b) Revenue and other income

Government funding and other grant revenue is recognised in the period in which the services funded by the grant are to be provided by the association. Where grants are received that relate to future periods, that portion of the grant is recognised as a liability on the balance sheet called grants in advance.

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

Donations and bequests are recognised as revenue when received.

Interest is recognised when received.

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

(c) Taxation Status

Self HelpWorkshop Inc. (ABN 46 307 410 837) trading as Self Help Workplace and Encore Clothing is a Public Benevolent Institution (PBI) with Deductible Gift Recipient Status (DGR) and is endorsed to access the following taxation concessions:

- GST Concessions
- Fringe Benefits Tax Exemption
- Income Tax Exemption

Donations to Self Help Workshop Inc. over \$2.00 are tax deductible.

(d) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less.

(e) Accounts Receivables

Trade receivables and other receivables are recorded at amounts due less any allowance for doubtful debts. Bad debts are written off during the period in which it becomes apparent that the amounts will not be recoverable.

(f) Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses. Buildings are not depreciated.

(g) **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

(h) **Provisions**

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

Provision is made for the Association's liability for employee benefits arising from services rendered by employees to balance date. Employee benefits have been measured at the amount unpaid at the reporting date at current payrates plus related on-costs, in respect of the employee's service up to that date, for all employees with in excess of 5 years service.

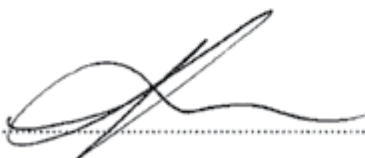
Notes to the Financial Statements | For The Year Ended 30 June 2019

2 Cash and cash equivalents		
	2019	2018
	\$	\$
Cash on hand	4,089	773
Cash at bank	506,421	283,762
	<u>510,510</u>	<u>284,535</u>
3 Trade and other receivables		
Trade debtors	141,278	88,497
Refundable imputation credits	1,671	1,448
	<u>142,949</u>	<u>89,945</u>
4 Inventories		
Stock on hand at cost:		
- Production	29,428	21,541
- Services	242	242
- Encore	1,538	2,200
- Canteen	337	537
	<u>31,545</u>	<u>24,520</u>
Work in Progress at cost:		
- Production	-	398
- Services	1,977	3,759
	<u>1,977</u>	<u>4,157</u>
	<u>33,522</u>	<u>28,677</u>
5 Property, plant and equipment		
LAND AND BUILDINGS		
At valuation and cost	1,802,048	1,798,399
Total land and buildings	<u>1,802,048</u>	<u>1,798,399</u>
PLANT AND EQUIPMENT		
Plant and Equipment at cost	496,774	491,144
Less: accumulated depreciation	(294,373)	(269,834)
	<u>202,401</u>	<u>221,310</u>
Motor vehicles at cost	209,640	209,640
Less: accumulated depreciation	(185,310)	(178,184)
	<u>24,330</u>	<u>31,456</u>
	<u>226,731</u>	<u>252,766</u>
Total property, plant and equipment	<u>2,028,779</u>	<u>2,051,165</u>

Directors' Declaration | *For The Year Ended 30 June 2019*

In the opinion of the treasurer, the financial report as set out on pages 1-8:

- (a) presents fairly the financial position of Self Help Workshop Inc as at 30 June 2019 and its performance for the year ended on that date in accordance with the accounting policies outlined in Note 1 to the financial statements;
- (b) satisfy the requirements of the Australian Charities and Not-for-Profits Commission Act 2012 to prepare accounts; and
- (c) at the date of this statement, there are reasonable grounds to believe that Self Help Workshop Inc will be able to pay its debts as and when they fall due.

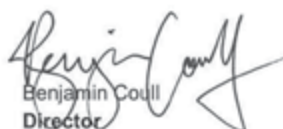
Treasurer 
Dated 26.8.19

Auditor's Independence Declaration

In accordance with the requirements of section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012*, as auditor of Self Help Workshop Inc for the year ended 30 June 2019, I declare that, to the best of my knowledge and belief, there have been:

- a) No contraventions of the auditor independence requirements of section 60-40 of the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- b) No contraventions of any applicable code of professional conduct in relation to the audit.


Synectic Audit & Assurance Pty Ltd


Benjamin Coull
Director



Date: 29 August 2019

Report on the Audit of the Financial Report

We have audited the financial report, being a special purpose financial report of Self Help Workshop Inc (the Company), which comprises the balance sheet as at 30 June 2019, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the board of directors report.

Opinion

In our opinion the accompanying financial report of Self Help Workshop Inc has been prepared in accordance with Division 60 of the Australian Charities and Not-for-profits Commission Act 2012 ('the Act'), including:

- (a) giving a true and fair view of the entity's financial position as at 30 June 2019 and of its financial performance and cash flows for the year ended on that date; and
- (b) complying with Australian Accounting Standards to the extent described in Note 1, and Division 60 of the Australian Charities and Not-for-profits Commission Regulation 2013.

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 board's financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the auditor independence requirements of the ACNC Act and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

Responsibilities of the Board for the Financial Report

The board of the Association are responsible for the preparation of the financial report that gives a true and fair view in accordance with the accounting policies described in Note 1 and the ACNC Act and for such internal control as the board determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

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

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

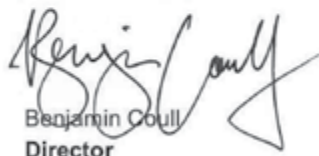
As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the board.
- 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 Association's ability 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.

the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the board with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.


Synectic Audit & Assurance Pty Ltd


Benjamin Coull
Director

Date: 29 August 2019

Donations, Bequests, Grants & Funding

Thank you to the following organisations, businesses and funds for providing financial or in kind support and goods for various projects and upgrades.

Envelopes

Canteen Chairs & Tables

Gerrard Gosens Luncheon – Event Sponsorship

Gerrard Gosens Luncheon – Event Sponsorship

Gerrard Gosens Luncheon – Gift Donation

Rag Cutting Machine

Marketing

Life Skills Program

Spruce Grounds Maintenance Equipment

Integrated Living Tasmania

Food Services Department
Launceston General Hospital

Eaglecrest Technologies

Your IT Dept.

House of Anvers

RACT Community Fund

Robert Fergusson Foundation

Bruce Wall Foundation

Department of Communities, Tasmania



Self Help Workplace receives partial funding from the Australian Government Department of Social Services

Corporate Members

We would like to express our gratitude for the ongoing support and commitment of our Corporate Members.

Eaglecrest Technologies

Your IT Dept.

Sim Crawcour

Launceston Chamber of Commerce





plenty
CATERING
& HIRE

CORPORATE CATERING

We offer an extensive range of morning and afternoon tea and lunch options delivered weekdays to your office for your next meeting or event

Check online at www.selfhelp.com.au for the latest menu and booking forms or contact our office for more information

P: 6344 7133

E: catering@selfhelp.com.au



Training Room/Board Room for Hire



- Tea & coffee making facilities
- High speed internet.
- Chilled drinking water.
- Private courtyard.
- All day, off-street parking.
- Full catering service available

P: 6344 7133 E: info@selfhelp.com.au W: www.selfhelp.com.au

Do You Need...

Self Help Workplace can guillotine, collate, fold, seal and post all your bulk mail, assemble components, show bags and promotional material and assist with any of your print finishing needs plus many more services to help your business.

- Bulk Mailout Service
- Component Assembly
- Product Packaging
- Cleaning Rags
- Print Finishing
- Data Entry
- Security Shredding

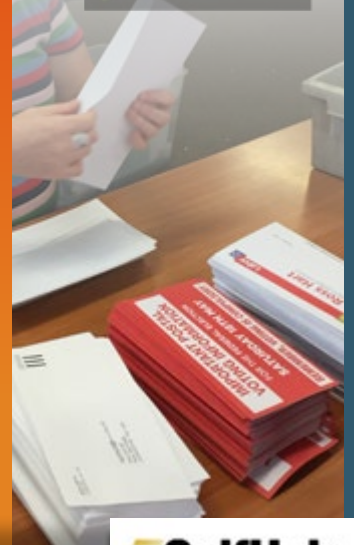
P: 6344 7133

W: www.selfhelp.com.au

E: services@selfhelp.com.au



merit
COMMERCIAL
SOLUTIONS



prime
TIMBER
PRODUCTION

**Your local
manufacturer of
high quality pine
and hardwood
products for
agriculture,
storage & freight**



PRODUCE BINS



GARDEN STAKES



PALLETS



BEE BOXES

PLUS MUCH MORE

- Customised products built to your specifications
- All products can be heat or methyl bromide treated.
- AWPCS - ISPM15 certified.



P: 6344 7133

E: phil@selfhelp.com.au W: www.selfhelp.com.au

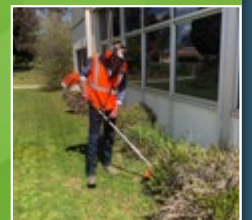
LET US HELP WITH YOUR GROUNDS MAINTENANCE



spruce
GROUNDS
MAINTENANCE

Grounds Maintenance conducted safely on site to **your** annual schedule

- Mowing
- Brush Cutting
- Weed Killing
- Debris Cleanup
- General Garden Services
- Full Safety Compliance



M: 0419 587 690

P: (03) 6344 7133

E: info@selfhelp.com.au

W: www.selfhelp.com.au