

# ANNUAL REPORT | 2014



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection  
[www.cpsn.org.au](http://www.cpsn.org.au)

# CONTENTS



**04** About us

**04** What we do

**06** Message from our Leaders

**07** Strategic Plan

**09** Board of Management

**10** Member Services

**12** Programs

**14** CP Innovative Choices

**16** Awareness & Education

**19** Financial Statement

**20** Financial Report 2014

**22** How you can help

# ABOUT US

The Cerebral Palsy Support Network (CPSN) is a not-for-profit organisation providing information and support services to people living with cerebral palsy as well as their families. The organisation provides support in various ways to members and families, with the aim of empowering individuals to lead more independent lives.

The Cerebral Palsy Support Network is based in Melbourne, Australia and is the only disability support charity in Victoria that focuses solely on supporting people with cerebral palsy by developing and offering a range of programs and services.

At the Cerebral Palsy Support Network, the focus is on our members and in providing the best possible service for every person. Each person is unique as is the way we approach our members.

## WHAT WE DO

At the Cerebral Palsy Support Network, we don't just provide essential support services.

We help to empower people with cerebral palsy to make their own choices and live the life they want.

Our ongoing objective is to promote acceptance and equality for all people living with cerebral palsy, leading to enriched lives for all. The Cerebral Palsy Support Network is continually striving to change attitudes towards cerebral palsy through awareness campaigns within the wider community.



“ *Cerebral palsy is the most common physical disability in childhood affecting one in every 500 children worldwide.* ”

# MESSAGE FROM OUR LEADERS

The Cerebral Palsy Support Network is an organisation that stems from modest roots, originally created by a need within the community. Over the subsequent two decades, it has grown and adapted to keep up with the changing environment.

This year the Cerebral Palsy Support Network has spent a considerable amount of time reviewing its identity and analysing its ever-changing environment. The results of this analysis has formed the basis for a new five year strategic plan that is both realistic as well as ambitious in its intention to place the Cerebral Palsy Support Network at the forefront of supporting and empowering its Victorian members.

This year the disability sector underwent the biggest health reform in Australian history since the introduction of Medicare. The National Disability Insurance Scheme (NDIS) will revolutionise the way in which people with cerebral palsy receive supports and services. On July 2, 2013 the CPSN became registered with the NDIS and has now formalised its ability to deliver supports and services to people with cerebral palsy and their families throughout Victoria.

We look forward to expanding our services and supports to align with the strategic objectives of the NDIS.

On behalf of the CPSN, I would like to extend sincere thanks to TressCox Lawyers for their support and dedication throughout the year.

I would also like to thank everyone who contributed to the development of the new five-year strategic plan and specifically the teams at National Australia Bank and JMW for their contribution and support of this and other projects.

Finally, I extend heartfelt thanks to everyone who has made donations of time or funds, and has supported us in a multitude of ways. The power of these contributions to people in need can never be underestimated and the Cerebral Palsy Support Network thanks you.

## STRATEGIC PLAN

### Our Mission

CPSN empowers and enables people with cerebral palsy and their networks to maximise their choices and opportunities.

### Our Vision

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

### Area of Business 1 – Services

We provide a comprehensive suite of quality services that supports and addresses the needs of people with cerebral palsy and their networks.

### Area of Business 2 – Programs

We provide opportunities for members with common interests to get together.

### Area of Business 3 – Awareness and Education

We raise community awareness of cerebral palsy and provide relevant education to our members and their networks.



# BOARD OF MANAGEMENT



## EXECUTIVE MEMBERS



Lydia Bergantino	PRESIDENT
Katrina Enos	TREASURER
Mary Cucuzza-Finn	SECRETARY AND PUBLIC OFFICER

## GENERAL MEMBERS



Sacha Petersen	Dion Raleigh
Melanie Davern	Rezvi Ali
Kate Breuer	Peter Waters

## STAFF



Vicki Cavaleros	GENERAL MANAGER
Nicole Klapanis	MEMBER SERVICES
Melissa Flentjar	CP INNOVATIVE CHOICES
Sarah Burns	PROGRAMS
Charlotte Ballan	ADMINISTRATION
Mira Smoljko	MARKETING & FUNDRAISING
Rita Edwards	FINANCE

“ *Cerebral palsy is not genetic or hereditary and does not worsen over time.* ”

On behalf of the Cerebral Palsy Support Network I would like to introduce you to our newest members of the team. Mira has joined us this year and has hit the ground running. We welcome her and look forward her being part of the team. Huge thanks go out to the rest of the staff at CPSN who have each contributed towards building an effective and dynamic team.

I would like to take this opportunity to thank our board of management for their unconditional time and dedication over the year. The group has certainly provided the Cerebral Palsy Support Network with a diverse range of skills and expertise that has helped shape the future of the Cerebral Palsy Support Network.

# MEMBER SERVICES

Member services have seen substantial growth this year with overall numbers continuing to grow. Total memberships have seen an increase of more than 23% from the previous financial year.

Our newest members are coming in from across the city and state, with a particular increase from the rural centres this year.

Our care centre continues to provide members with relevant, up-to-date information about CP-related issues, services and resources. As well as providing traditional telephone support, we now also provide support coordination and response to assist our members in times of difficulty and uncertainty. Face-to-face support remains important for our members, which is demonstrated by a number of factors. The primary indicator is the increasing attendance at our monthly carer support groups. Another measure is members opting for private consultations to discuss supports and services that could be accessed within the community.

To ensure that our members have access to the most appropriate services and supports, member services has built strong networks with funding providers including NDIA, other community service organisations and medical/allied health professionals. These connections have been built across all metropolitan regions and are moving into rural areas.

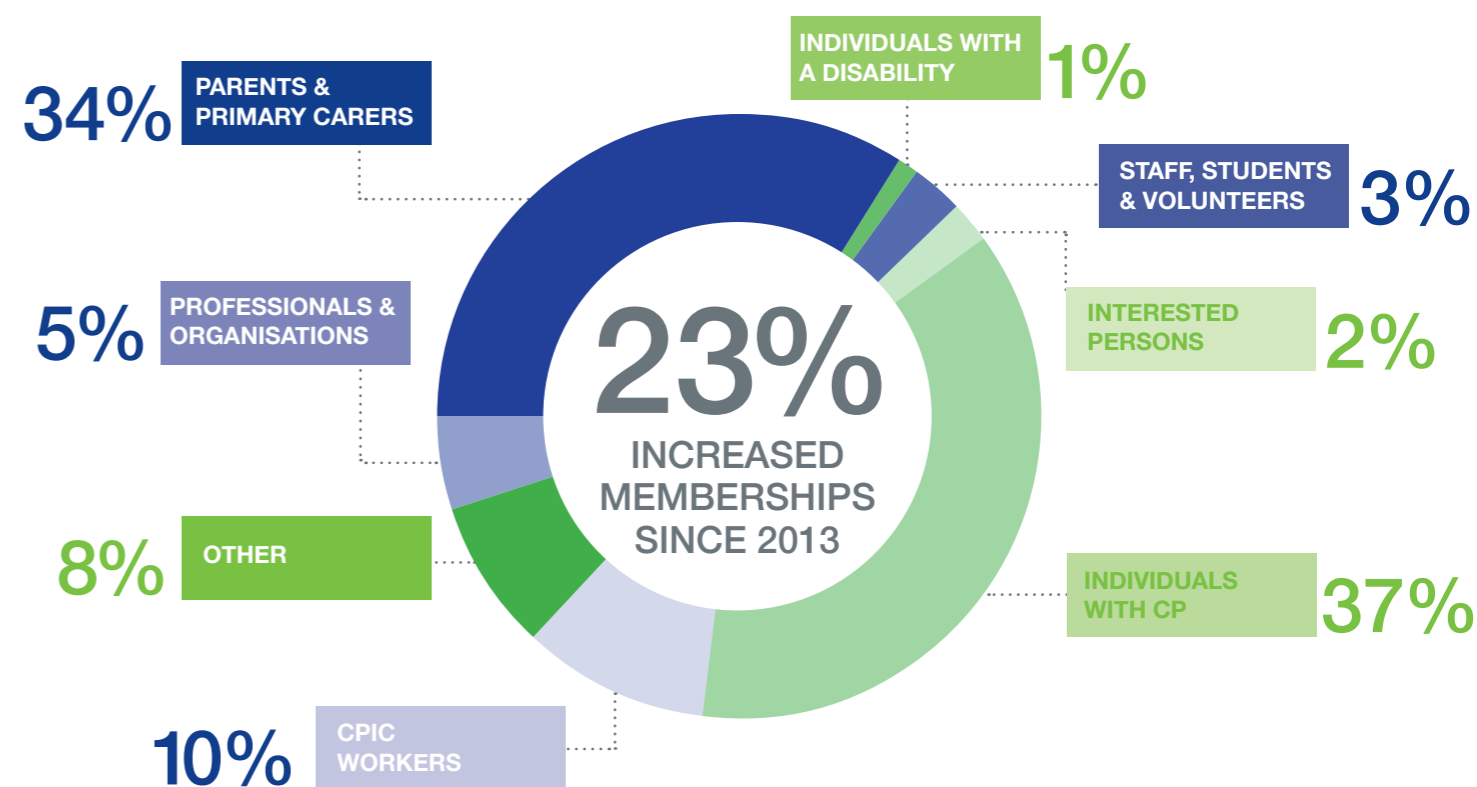
Knowledge and empowerment remain key focus areas of member services. One way in which these are achieved is by conducting workshops and seminars on topics selected by our members. This year we have presented sessions on 'Applying for Funding and Getting Supports', 'Wills and Estate Planning', 'Getting Ready for Big School and Post-Secondary Options'. These workshops and seminars have been extremely well-received with excellent feedback from attendees.

The monthly edition of our 'What's the Buzz' newsletter remains very popular and is a key method of keeping members updated on issues, services and resources related to CP.

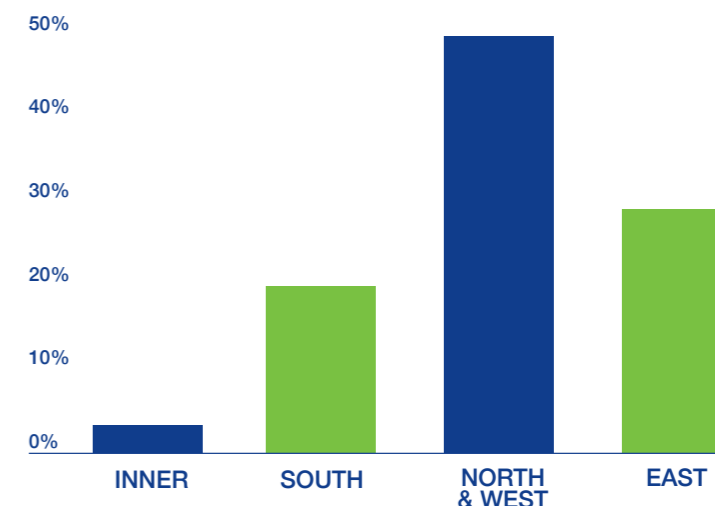
Our Facebook page also continues to grow and the number of followers increased from the previous year by 48%.

Member feedback continues to be an integral measure of our services. A recurring theme in the comments has been around members feeling heard and being understood.

## MEMBERS BY CATEGORY



## MEMBERS BY METRO REGION



*“ I was at a complete loss, but the staff at CPSN showed me I was not alone. They showed me what doors to knock on and not to be afraid to knock loud and hard. ”*

**262**  
TOTAL RURAL REGION MEMBERS

**1098**  
TOTAL METRO REGION MEMBERS

**1360**  
TOTAL MEMBERS

# PROGRAMS

## SHARP

The 'Social, Health and Recreational Program (SHARP)' is a key CPSN program providing opportunities for people with cerebral palsy to meet and socialise in a relaxed and supported environment.

The program has been instrumental in building life skills and relationships between participants by empowering and building young people's confidence. Development of fundamental life skills is focused on areas such as social integration, independence, utilising public transport and building community awareness.

Overall, the skills that the participants learn are applied to their everyday lives by encouraging people both with and without a disability to integrate in a positive way.

As part of the CPSN commitment to continuous improvement, participants were asked to provide feedback on different aspects of SHARP.

The evidence in support of the program was overwhelming with 88% of people attending the program every month. Furthermore, 89% of parents with children on the program felt that it has supported their child's needs and a notable 94% have found SHARP to be of a significant benefit.

## CAMP

The inaugural Camp SHARP gathered fifty CPSN members, staff and volunteers on a three day adventure in rural Victoria. The camp was a unique experience for participants who were able to get involved in all aspects of the camp regardless of ability, including activities. Camp participants got to experience travel on a steam train, browsing market stalls and dancing at a themed disco.

There was an element of uncertainty involved as this was the first time such an initiative had been undertaken by the CPSN. The outcomes for participants however, were similar to that of the SHARP program in general but more concentrated. The camp program was fundamental to participants' social development by building confidence, promoting independence and creating opportunities to develop relationships and connections. It also played a critical role in offering temporary respite from twenty-four care for families by giving them an opportunity to take some time out for themselves.

"I loved spending time with my friends and giving mum and dad a rest." *Rachel*

"Camp SHARP gave me an understanding of how amazing these kids and their parents are." *Eve*

There is no doubt that the camp was an unqualified success and investigations are now underway into introducing it as a regular event.

## FAMILY FUN DAY

The 2013 Family Fun Day hosted 120 of our members for a day of fun and socialising. A range of diversions and entertainment was available for attendees which included jumping castles, pony rides, face-painting and animal farms.

Attendees enjoyed the beautiful spring weather, danced to the sounds of 'Beard 'n' Skittles' and mingled with other members.

The Family Fun Day was a great way to celebrate the successes throughout the year as well giving our members the opportunity to come together as one.

“ There are currently 17 million people in the world who have cerebral palsy.

## KAWCP

'Keeping Active with Cerebral Palsy' was implemented as an 18-month gym pilot program.

Its aim was to investigate and potentially improve the physical function of people with cerebral palsy through strength-based training.

A small group of five men and women with cerebral palsy attended the weekly program, situated in Melbourne's north-west. Each participant was supported by experienced personal trainers and exercise physiologists. Individualised strength programs were devised for each of the participants in accordance with their goals and abilities, with each participant receiving regular reviews.

The results were extremely positive, with reports of improved stamina, movement and muscle strength. Participants also experienced associated emotional and psychological improvements, along with increased willingness and confidence as a result of their improved physical abilities.

The 'Keeping Active with Cerebral Palsy' program has been an invaluable resource in deepening our understanding of the importance and impact of physical activity for people with cerebral palsy, which in turn will guide the development of future programs.



# CP INNOVATIVE CHOICES

The CP Innovative Choices (CPIC) program was developed as a flexible care option for people with cerebral palsy and is the mainstay of the Cerebral Palsy Support Network suite of programs and services.

The CP Innovative Choices (CPIC) program was developed as a flexible care option for people with cerebral palsy and is the mainstay of the Cerebral Palsy Support Network suite of programs and services.

The Cerebral Palsy Support Network recognises participants and families the freedom to control and coordinate their own support services. Individuals and families are provided with the resources to make informed choices, and are then

able to choose their own carer based on specific needs. As an organisation dedicated solely to cerebral palsy, the CPSN understands the specific challenges faced by members better than any other, which is why the CPIC program was created.

The CPIC program has experienced solid and steady growth amongst CPSN members with a 59% increase in participation rates from the previous year.

“ I use CP Innovative Choices for administering respite arrangements for my son and it's the best thing ever. It enables me to have my own support workers who I feel comfortable with, and I know they look after my son. We contacted CPSN about CP Innovative Choices and have never looked back. Kate





# AWARENESS & EDUCATION

The Cerebral Palsy Support Network has continued to grow as an organisation throughout the past financial year, and a significant way in which this has been achieved has been through the organisation's marketing.

Ongoing awareness and education activities have been critical to the establishment and expansion of the Cerebral Palsy Support Network brand throughout the CP and wider communities. There are a number of ways in which the Cerebral Palsy Support Network has continued to engage with members.

The 'What's the Buzz' newsletter remains an important way of disseminating information to members. Resources, workshops and general information are conveyed in a monthly newsletter with a distribution list of over 2,000 subscribers. As a result of switching to an electronic direct mail (EDM) system earlier in the year, approximately three-quarters of the database receive newsletters by email, resulting in substantial cost savings to the organisation.

The CPSN has embraced online technology through the use of social media and the launch of a new website. This has enabled a more efficient and effective method of communication with members now able to access important information relating to cerebral palsy by registering and logging in to the website. Website visitors are even able to register for events such as seminars and workshops online, as well as the monthly SHARP sessions. Since the new site's inception in November 2013, the online

membership has grown steadily to almost thirty-eight percent of the total database, and this figure continues to increase.

The reach of CPSN's awareness and education endeavours has extended beyond members and into the broader community. In September 2013, Cerebral Palsy Support Network joined the Changing Places consortium, a working group focused on improving change facilities for people with disabilities in all public toilets.

In April 2014, the Cerebral Palsy Support Network submitted a response to a government report titled 'Inquiry into Social Inclusion and Victorians with a Disability'. This contribution will assist in the inquiry findings and recommendations to be outlined in the final report, which was due to be tabled in Parliament in September 2014.

Overall, the reputation of the Cerebral Palsy Support Network continues to grow with an invitation extended in May 2014 to the general manager, Vicki Cavalieros, to contribute to the Centre of Research Excellence in Cerebral Palsy. This is a substantial five-year NHMRC funded project committed to undertaking a number of research studies and aims to improve the health and wellbeing of children with cerebral palsy and their families.



“ Cerebral palsy refers to permanent damage of the developing brain, which affects muscle control.

# FINANCIAL STATEMENT

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS

We have audited the accompanying financial report, being a special purpose financial report, of Cerebral Palsy Support Network Inc. (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet, Statement of Cash Flows, notes comprising a summary of significant accounting policies, other explanatory notes and the Certificate by Members of the Committee for the financial year ended 30 June 2014.

## COMMITTEE'S RESPONSIBILITY FOR THE FINANCIAL REPORT

The committee of Cerebral Palsy Support Network Inc. is responsible for the preparation and fair presentation of the financial report, and have determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Associations Incorporation Reform Act 2012 and is appropriate to meet the needs of the members. The committee's responsibilities also includes such internal control as the committee determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

## AUDITOR'S RESPONSIBILITY

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report.

The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

## OPINION

In our opinion, the financial report gives a true and fair view of the financial position of Cerebral Palsy Support Network Inc. as at 30 June 2014 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Associations Incorporation Reform Act 2012.

## BASIS OF ACCOUNTING AND RESTRICTION ON DISTRIBUTION

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Cerebral Palsy Support Network Inc. to meet the requirements of the Associations Incorporation Reform Act 2012. As a result, the financial report may not be suitable for another purpose.

**GC Perry, CPA**  
GC PERRY & CO  
Thornbury



“ No two people with cerebral palsy are the same, and symptoms range from very mild to severe.”

# FINANCIAL REPORT 2014

## INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2014

INCOME	2014	2013
Brokerage	1,735,041	1,171,241
Donations	9,895	25,659
Interest Received	17,104	37,247
Fundraising	-	500
Grants – Dept. of Human Services	59,246	56,717
Grants – Other	81,250	49,332
Memberships	920	950
Other Income	99	750
Rebates and Refunds	-	3,756
<b>Total Income</b>	<b>\$1,903,555</b>	<b>\$1,346,151</b>

EXPENSES	2014	2013
Accounting and Audit Fees	2,750	2,655
Advertising and Promotion	7,491	15,500
Bank Fees and Charges	235	337
Committee Expenses	6,106	3,758
Depreciation – Plant	16,109	4,373
Fundraising Expenses	48,540	44,554
Insurance	374	467
IT and Telecommunication	22,905	19,908
Newsletter Expenses	3,915	6,414
Office Supplies	6,270	3,673

EXPENSES CONT.	2014	2013
Postage and Delivery	3,079	1,420
Printing	4,400	2,794
Rent on Land and Buildings	35,705	18,741
Relocation Expenses	-	5,565
Replacements (tools, etc.)	752	4,210
Seminars and Workshops	4,554	-
Staff Amenities	1,840	934
Staff Training	5,013	2,522
Subscriptions	170	959
Sundries	2,372	5,155
Superannuation	113,854	74,970
Trade marks, Permits and Regs	-	2,662
Wages and Salaries	1,515,398	1,017,834
Workcover	22,089	28,149
<b>Total Expenses</b>	<b>1,823,922</b>	<b>1,265,154</b>
Profit from ordinary activities before income tax	79,633	80,997
Income tax revenue relating to ordinary activities	79,633	80,997
<b>Net profit attributable to the association</b>	<b>79,633</b>	<b>80,997</b>
<b>Total changes in equity of the association</b>	<b>79,633</b>	<b>80,997</b>
Opening retained profits	665,451	584,454
Net Profit attributable to the association	79,633	80,997
<b>Closing retained profits</b>	<b>\$745,084</b>	<b>\$665,451</b>

# HOW YOU CAN HELP

The ongoing support of individuals and businesses is critical to the existence of the Cerebral Palsy Support Network. You can show your support for our work in any number of ways including any of the following.



## FUNDRAISE

There are so many creative ways in which people and businesses have raised funds for the CPSN, from organising a morning tea to the more energetic fun runs and charity bike rides. For ideas, please visit our website for more information on fundraising.



## DONATE

Donations are the most direct method of supporting our works and help us to extend and introduce much-needed services to as many people living with cerebral palsy as possible. There are a number of ways that you can donate including our website or by contacting our office directly. As a registered charity, donations of \$2 or more are tax deductible.



## BECOME A MEMBER

Membership is free for individuals with cerebral palsy and their immediate families. Otherwise there is a small annual fee that goes directly into our support services.



For more information on ways you can support the CPSN, please contact us directly by phone, email or website.



**ADDRESS**  
525 High St,  
Preston Vic 3072



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



**EMAIL**  
cpsn@cpsn.org.au

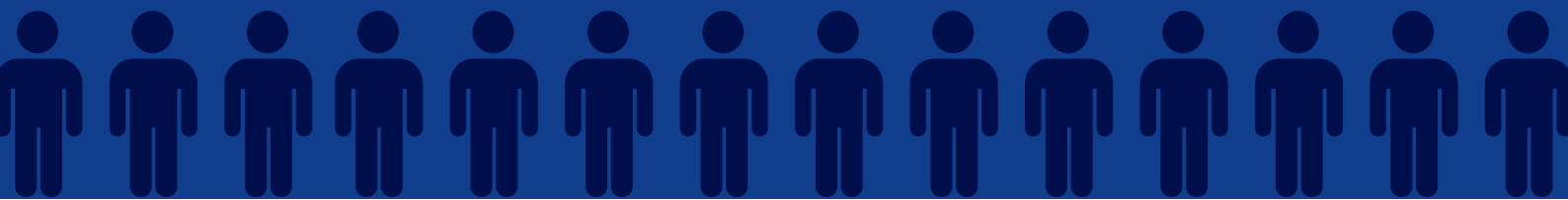


**WEBSITE**  
cpsn.org.au



**FAX**  
(03) 9015 6439





**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection  
[www.cpsn.org.au](http://www.cpsn.org.au)