

OUR VISION

CPSN is part of your team, together we thrive.

OUR PURPOSE

In partnership with our members, we share knowledge, create connections and provide support.

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We would like to acknowledge each person who has played a part in shaping our organisation over the past year, including our voluntary Board, dedicated team of staff, our supporters and our members.

We recognise and thank our sector partners and the many committed parents and individuals, who contribute in so many different and important ways, to shaping cerebral palsy services of the future.

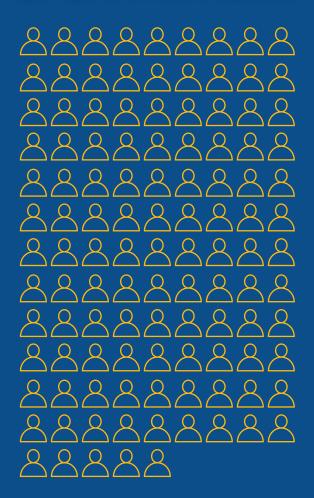
Cerebral Palsy Support
Network (CPSN)
acknowledges, recognises
and respects Elders, families
and emerging leaders of the
Kulin nation as the traditional
custodians of the land where
we work.

CPSN could not achieve these results without the trusted partnerships in our network.



OUR SERVICE REACH

1,685 CPSN members



120 new members



134 families

used the CP Innovative Choices program



336 support workers employed by CPSN

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4,030 hours of support coordination delivered



139 clients

received support coordination



73 families

received NDIS pre-planning support



495 hours

of NDIS pre-planning delivered

183 families

helped by CP Connect (formerly Care Centre)







A MESSAGE FROM OUR CHAIR

I am very pleased to be able to present the CPSN Annual Report for FY2018/19.

Over the past year, CPSN has expanded the ways in which we are able to support people with cerebral palsy (CP) and their families. We remain an organisation committed to sharing information, knowledge and advice about CP, within both the network and the broader community.

Our size means we are agile enough to deliver integrated services that create and deliver meaningful and sustainable change in people's lives. We have continued to make some significant achievements which we celebrate and reflect upon in this Annual Report.

Some significant highlights over the course of the year included:

- Collaborating with sector partners and international experts in the development of CP resources and information for the National Disability Insurance Agency (NDIA).
- Delivering inclusive practice training to 100 audiologists as part of Australian Hearing's national conference
- Partnering with the Murdoch Children's Research Institute and the Centre for Research Excellence in CP for the delivery of the Making a Difference Symposium.

As a result of our valued member feedback, this year we were pleased



to introduce five new services; Admin Assist, Advocacy, Case Management, Coaching, and Counselling. We were also successful in securing three years of funding for a new telehealth nursing service, which will assist members in navigating what can be a daunting and confusing healthcare system.

Despite these achievements, we know we can do more. We are continually reviewing and improving our systems to make it easier for members to access and utilise our services. These changes will also enable us to use our resources more efficiently, enabling us to do more for our members in the future.

This year we farewelled Vicki Cavalieros who, as a founding member of CPSN, played an instrumental role in creating an organisation formed by parents to assist them in their family's CP journey. My sincere thanks and appreciation go to Vicki for her many years of dedication and hard-work.

In April, we welcomed Scott Sheppard as our new CEO. Scott brings a wealth of leadership experience in the disability sector to the role, and members can be assured that the organisation is in safe hands.

I'd also like to thank Jayne Ward for her contribution to the organisation as a valued Board member, which included one year as Chair.

During the year, we also welcomed Sue Vidler, Fiona Palmer, and Tara Eaton to the Board. Sue brings international executive-level experience in human resources, while Fiona is an experienced leader within the healthcare/pharmaceutical industry. Tara is a lawyer with extensive experience navigating Australia's complex regulatory environment.

We have embarked on a strategic review process to ensure the organisation continues to provide the supports that members need most. In doing so, we will be creating opportunities for members to have their say on the future direction of their organisation.

We thank our members, and those who use our services, for supporting and entrusting us with the care of themselves and their families.

I feel privileged to chair the Board of this fantastic organisation and I am very grateful to my fellow Board members and the staff for their support and hard work throughout the year. The levels of commitment, talent and expertise among the CPSN team is impressive, and I look forward to continuing to work with them to support you, our members.

Dr Cadeyrn GaskinBoard Chair





A MESSAGE FROM OUR CEO

It is my pleasure to share with you what I hope will be the first of many CEO CPSN Annual Reports.

I hope you enjoy reading this report as a small, but important representation of the many achievements for CPSN in the past year.

Rarely will you pick up an Annual Report these days and not read about change. Change is constant and the FY2018/19 was no exception. Whilst the transition to the National Disability Insurance Scheme (NDIS) over the past couple of years and recent significant changes at CPSN have been tumultuous and at times challenging, they are, I believe overwhelmingly positive and provide unprecedented opportunities for us to improve and expand the quality of our services to our members.

During periods of constant change, there are often times that prompt a moment of reflection and review. Changes in leadership at Board and CEO levels during FY2018/19 provided that impetus. In the latter half of



the year, CPSN reviewed its work and is now focused on shaping the organisation for future success.

We have a clear plan for the coming year to invest resources to build upon our foundational capabilities and values, whilst continuing to deliver more efficient, effective and consistent services and supports at the highest level of quality and satisfaction to our members.

We will do this by:

- Mapping our membership journey to inform necessary changes and improvements
- Creating a Members
 Advisory Group to help
 shape the direction of CPSN
- Restructuring our organisational leadership and recruiting key specialist roles in Quality, Human Resources, Membership & Customer Outcomes
- Developing new processes and systems for our support workers and families to roster and approve support hours, as well as secure information management of our membership and customer vital details
- Reviewing membership categories and services to offer more to members and
- Assisting with, and streamlining, the recruitment of support workers to make the process easier.

In the midst of all that has changed, it is important to remember what has stayed the same and I believe the strength in our network and membership remains unwavering.

It has been a fantastic few months as I have taken up my new role. I have learnt so much about the history and culture of CPSN, what our membership values and experiences, as well as how our staff contribute to, and deliver our purpose each day.

Our passion for our work and our values of integrity, respect, accountability, courage and responsiveness remain constant. In this Annual Report you can read the stories of our members and staff which reflect and reinforce these values, which enable us to make the positive difference that we do.

I wish to acknowledge and thank our wonderful staff for their dedication and valuable work, as well as our Board of Directors for their leadership, guidance and support, and of course to all of our members and supporters thank you for doing what you do, being the people that you are and allowing us to be a part of your lives and communities.

Scott Sheppard

Chief Executive Officer



HIGHLIGHTS OF FY2018/19

SEPTEMBER

2018

JULY

CPSN delivers free NDIS pre-planning services to members as more Victorian regions begin to roll out CPSN collaborates with Victorian Council of Social Service (VCOSS) for the advocacy project, Empowered Lives: Securing Change for Victorians with Disability

NOVEMBER

CPSN celebrates its 100th support coordination client



AUGUST

CPSN collaborates with sector partners and global CP experts to develop resources for NDIS staff

OCTOBER

Founding CPSN member, Vicki Cavalieros steps down as CEO

15 parents and carers attend a Carers Retreat in the Yarra Valley

CPSN delivers inclusive practice training to 100 audiologists as part of Australian Hearing's National Conference

DECEMBER

CPSN's commitment
to and recognition
of quality services is
acknowledged formally
with accreditation of the
National Standards for
Disability Services

CPSN in partnership with RaceRunning Australia, hosts a RaceRunning Come and Try day, as part of Victoria's Disability Sports and Recreation Festival



2019

MARCH

CPSN introduces new services Admin Assist, Advocacy, Case Management, Coaching and Counselling

JANUARY

CPSN members get creative during our art workshop

MAY

Professor Dinah
Reddihough delivers
a professional
development seminar,
Cerebral Palsy - The
Facts, to CPSN staff



Three new members join the CPSN Board, which included Fiona Palmer, Sue Vidler and Tara Eaton

APRIL

CPSN launches a new brand identity for the first time in 20 years

Commencement of new CEO, Scott Sheppard

The Centre for Community-Driven Research (CCDR) and the Australian Patient Organisation Standing Committee (APOSC) provides CPSN with three years of funding, to trial a new telehealth nursing service.

CPSN partners with Murdoch Children's Research Institute and the Centre for Research Excellence in Cerebral Palsy to deliver the *Making a Difference Symposium*



While CP is permanent, it does not worsen over time

Around 75% of cases of CP occur before birth

CP used to be called Little's Disease

There are 600-700 new cases of CP in Australia each year

There are over 535,000 people with CP in Australia

There is a slightly greater number of males with CP compared to females

CP is the most common physical disability in childhood

More than 50% of all people with CP can walk independently

BUILD THE ORGANISATION To build a resilient organisation and

To build a resilient organisation and infrastructure, promote inclusive and sustainable growth and foster innovation.

sustainability

BUILD KNOWLEDGE

To increase the knowledge and awareness of CP and related matters.

OUR STRATEGIC PILLARS

ducation

BUILD SKILLS

To build relevant skills needed to improve everyday living.

BUILD SERVICES

To build and provide contemporary services that enable access, connection and inclusion.





More than 20 years ago, we designed our flagship service program, CP Innovative Choices. It was developed by parents, for families, and it continues to deliver real choices and control for families and individuals with CP, in the selection, recruitment and management of their own support workers.

Now with 139 families using the program, and 336 support workers employed by CPSN, we are consistently learning and developing the program to enable the participant experience to be exceptional, as well as fostering and nurturing carefully selected and talented support workers.

Dianne has been involved in the program for 12 years and says it has been a wonderful opportunity for her to develop new skills and help support Serena and her family.

Being Serena's support worker for almost all of Serena's life, has enabled Dianne to take a lot of stress away from Serena's mother. "I take Serena out to her appointments and help her to do whatever it is she needs to do."

The program allows Serena to recruit and train support workers that she prefers and who best meet her needs. She is responsible and accountable for managing her own program, and as her core support worker, Dianne completely understands her individual needs.

Dianne has known Serena since she was just a few weeks old as Serena originally came to her when Dianne worked in family day care. Dianne eventually transitioned to become a support worker for Serena as she had become such good friends with the family, and it was a natural fit for Dianne to become Serena's support worker.

"Serena is the same age as my grandchildren, and she is like family to me. I have watched her blossom into a young woman and being her support worker has been such a rewarding and fulfilling job for me."

Dianne has had such a positive experience working for CPSN and says the support coordinators she deals with are fantastic.

"It's so wonderful to know that support is just on the other end of the phone. The Innovative Choices team are always prompt in getting back to me to provide me with whatever support and information I need".

BUILD SERVICES

To build and provide contemporary services that enable access, connection and inclusion.

Our CP Innovative Choices (CPIC) program has been designed to empower members to recruit and manage their own support workers. We understand that finding the perfect fit for people and families with their support workers is critical for a successful relationship.

The CPIC program continues to deliver real choice and control to families and individuals with CP in the selection, recruitment and management of their support workers, enabling the individual needs of each family to be met.

Playing an active role in the selection of support workers

is crucial for family and cultural suitability, age and gender appropriateness, as well as shared interests and hobbies.

The CPIC program has enabled people like Michelle to live in her own home and choose support workers she knows and trusts to provide her with the specific support she needs.

"CPIC has totally changed my life," Michelle says. "It has enabled me to do things for myself such as cook and clean and basically live a very full and busy life".

Michelle has lived in her own home for a number of years and, because of the CPIC program, she has been able to have an independent lifestyle thanks to the help of her various support workers.

Michelle's primary support worker, Cindy, has seen Michelle progress in leaps and bounds since joining the program over five years ago. "CPIC has given Michelle the freedom and flexibility to choose the support she needs and wants."

Cindy says CPSN are able to provide her and Michelle's other support workers with the information necessary to best manage Michelle's very busy program. She has known Michelle almost all of her life, and says she finds it so rewarding to watch Michelle enjoying life to the fullest. "I feel so honoured to have been given the opportunity to support Michelle and watch her flourish in her own home".







As a parent of a child living with cerebral palsy, Cindy as seen great changes within the disability sector since her son Morgan was diagnosed with cerebral palsy. Cindy is a founding member of CPSN and says the sense of community that CPSN has offered her and Morgan has remained invaluable.

"Morgan has benefited immensely from the care and support that we have received from CPSN over the many years," she said. "I am so proud of the organisation that it has become and the care it offers to members like us".

CPSN has remained a consistent and solid community of likeminded people such as Cindy, whose lived experiences continue to help us to live out our brand proposition 'strength through connection'.

Cindy understands the challenges associated with navigating service systems and medical professionals all too well, and says having a support person cuts out a lot of the confusion and stress.

"I have got to know Jill, our support worker, so well over the years, and vice versa. Knowing our individual situation gives Jill a better understanding of the issues that Morgan faces. Being able to contact her directly is much better than having to call for support and each time speak to a different person who doesn't know us and our individual situation," Cindy says.

Morgan has been involved in the CPIC program since its inception (originally called the CP Respite Brokerage Program), and Cindy says it has been a great help to Morgan gaining independence to live his own life. She says the way that CPIC is run, the fact that you can choose your own workers and pay rates, definitely gives them greater autonomy and ownership of Morgan's care and support.

Morgan has had many support workers over the years that have all enabled him to have the care and support he needs to enjoy all of his recreational activities. "Morgan has an extremely busy social life and is out and about nearly every day, including having a job, which has given him both financial independence and greater confidence".

What Cindy and Morgan would like to see for people with disabilities is that they can continue to grow and create a rich and meaningful life, regardless of their living conditions.



BUILD KNOWLEDGE

To increase the knowledge and awareness of CP and related matters.

We understand that finding the right services and coordinating a range of supports can be both challenging and exciting. CPSN helps people navigate the NDIS and our knowledgeable support coordinators are committed to working with our members to help them achieve the best possible outcomes.

By providing advice, information and support, our support coordination team also empowers individuals to build their capacity to support and advocate for themselves, while also becoming more confident and resilient.

Syed is one of our knowledgeable support coordinators, who together with our team, provides options to and solutions to guide NDIS participants in the management of their NDIS plan.

Supporting members at their plan review meetings is extremely valuable. Without having a support coordinator attending the plan review meeting, Syed says the chances of missing out on vital NDIS funding is extremely high. "It is very satisfying to know when our members are able to receive more funding that expected as a result of our support".

What Syed enjoys the most about being a support coordinator, is the reward that it bears at the end of a long grapple with the NDIS. "When a positive outcome is achieved for our participants, we feel a great sense of satisfaction and achievement".

He says that what matters most is that he delivers a quality service and that our clients feel supported throughout their NDIS journey. In his role as a support coordinator, Syed has worked with many individuals to help find solutions to suit their specific needs. He says the key is to never to give up, and to remember to always work towards progression, not perfection.

Syed is most passionate about empowering people with a disability and to make a positive impact on people's lives.







Our Board provides the strategic oversight of our organisation, maintains governance and ensures that CPSN maximises outcomes for all of the members, families and individuals we serve. Members for the year included:

Chair Jayne Ward (until October 2018)

Vice-Chair Mathew Tsang

Secretary Claire Macfarlane

General Member Fiona Palmer

Chair Cadeyrn Gaskin

Treasurer Richard Halpin

General Member Sue Vidler

General Member Tara Eaton



Our Leadership Team sets the Board's strategies into action to deliver CPSN's vision and purpose. Members for the year included:

CEO Vicki Cavalieros (until October 2018)

CEO Scott Sheppard

General Manager Shannon Cheal

Finance Manager Jeanette Ryan

Partnership and Engagement Manager Simone Power

Services Manager Kristina Drmic (until April 2019)



TREASURER'S REPORT

The 2018-19 financial year has seen a profit of \$66,281 achieved. CPSN's revenue continues to grow, leveraging the CP Innovative Choices service offering. The balance sheet remains sound, reflecting the consistent year on year approach to prudent governance and investment.

The provision of services to the disability sector is very competitive, requiring CPSN to have a heightened focus on strategic direction, service enhancement and differentiated client experience. As a result, investment decisions have been made to deliver these goals, particularly, in the areas of technology and marketing.

I would like to take the opportunity to thank the Leadership Team and all CPSN staff for their many accomplishments in ensuring CPSN delivers the best possible support and services to our members.

Richard Halpin

Treasurer



INDEPENDENT AUDIT REPORT TO THE MEMBERS OF CEREBRAL PALSY SUPPORT NETWORK INC.

Opinion

We have audited the financial statements of Cerebral Palsy Support Network Inc. ('the Association'), which comprises the Statement of Financial Position as at 30 June 2019, the Statement of Profit or Loss and other Comprehensive Income, Statement of changes in Members' Funds and the Statement of Cash Flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Members of the Board of Governance's declaration.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the association as at 30 June 2019, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards (AASB's) and the Associations Incorporation Reform Act 2012.

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 Statements section of our report.

We are independent of the Association in accordance with the independence requirements of the Corporations Act 2001. We have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Basis of Accounting

Without modifying our opinion, we note that the special purpose financial report has been prepared for the purpose of fulfilling the Association's financial reporting responsibilities under the Associations Incorporation Reform Act 2012. As a result, the Financial Report may not be suitable for another purpose.

Other Information

The members of the Board of Governance are responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditor's report thereon.

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

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Board of Governance and Those Charged with Governance for the Financial Statements

The members of the Board of Governance are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, and for such internal control as the members of the Board of Governance determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the members of the Board of Governance 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 members of the Board of Governance either intends to liquidate the Association or cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are 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. Misstatements can arise from fraud and 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 these financial statements.

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 statements, 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 members of the Board of Governance.
- Conclude on the appropriateness of the members of the Board of Governance'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. 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 statements 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 Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent 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.

Kidmans Partners Audit Pty Ltd

ABN: 46 143 986 841

John Petridis

Director

2 October 2019



FINANCIALS

Statement of Profit or Loss and other Comprehensive Income for the year ended 30 June 2019.

	2019	2018
Income	\$	\$
Sales	7,707,455	6,662,136
Donations	17,849	7,208
Interest received	5,134	236
Grants – Department of Human Services	75,698	54,151
Grants – Other	36,952	-
Other income	71,016	227
Total income	7,914,104	6,723,958
Expenses		
Accounting and audit fees	3,527	3,000
Advertising and promotion	58,418	24,085
Bank fees and charges	2,712	3,314
Committee /AGM expenses	6,646	4,602
CRM	86,453	57,290
Depreciation – office equipment	44,605	15,406
Depreciation – website	-	16,705
Insurance	483	504
IT and telecommunication	52,303	46,502
Office supplies	12,623	11,787
Postage and delivery	924	3,257
Printing	4,657	5,662
Occupancy costs	115,975	92,095
Service centre costs	17,469	5,514
Staff amenities	7,157	5,601
Staff training	31,013	20,244
Subscriptions	1,634	-
Sundry expenses	6,917	6,087
Superannuation	585,826	501,862
Wages and salaries	6,433,068	5,662,407
Consultants and contractors	72,374	-
Workcover	131,866	107,426
Quality audit	7,220	855
Leave liability	88,875	(17,006)
Legal	8,246	2,945
Relocation costs	-	19,362
Recruitment	11,871	21,079
Repairs and maintenance	16,304	-
Travel	3,112	-
Provision for impairment of receivables	35,545	(5,928)
Total expenses	7,847,823	6,614,657
Profit for the year	66,281	109,301
Retained profits at the beginning of the financial year	869,073	759,772
Total comprehensive Income for the financial year	935,354	869,073



Statement of Financial Position as at 30 June 2019

\$ 961,905 421,555	\$ 660,701
421,555	
	649,380
65,116	91,251
1,448,576	1,401,332
79,260	91,768
32,150	45,649
111,410	137,417
1,559,986	1,538,749
169,688	136,878
249,863	404,186
166,973	77,802
38,108	50,810
624,632	669,676
624,632	669,676
935,354	869,073
935,354	869,073
	249,863 166,973 38,108 624,632 624,632 935,354

The Statement of Profit or Loss and other Comprehensive Income and Statement of Financial Position should be read in conjunction with the accompanying notes, which can be found on our website in the full version of our audited Annual Financial Statements for the year ended 30 June 2019.



ACKNOWLEDGEMENTS

The Cerebral Palsy Support Network continues to flourish and thrive from the efforts of our community.

Many individuals and partner organisations help us and the communities we serve in different ways, including financial support, donations of goods and the contribution of time, skills, experience and enthusiasm.

We thank all volunteers, financial donors, corporate partners and community partners and local, state and federal government supporters.

We also thank Cindy Racolini, Michelle Newland, Cindy Turkovic, Morgan Turkovic, Dianne Bleazby and Syed Jaffer, for entrusting us to share their stories.

All contributions play a crucial part in our network, and we are grateful to all who support individuals and families living with CP.





Contact us

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