



CEREBRAL PALSY SUPPORT NETWORK
ANNUAL REPORT 2012



**CEREBRAL PALSY
SUPPORT NETWORK**
strength through connection

PRESIDENT'S REPORT

It was an honour to be selected as President of the Board of Management of the Cerebral Palsy Support Network in 2011. I would first like to thank my fellow board members for their time and dedication to work through a number of difficult decisions over the past twelve months. This time has seen the CPSN grow into a position of strength to build for the future. The board is made up of people from both the Cerebral Palsy community and wider Victorian community who bring a diverse range of skills from business, academic research, strategic advisers and health professionals. They are all volunteers and are thanked for their effort in the last year.

In 2011 the board made a decision to return to the core business in servicing the direct needs of the CP community. It was from this review that we have been able to relaunch the brokerage program as "Cerebral Palsy Innovative Choices", commenced a new Social, Health and Recreation Program (SHARP) and started the Gym Goers program. Information Sessions have been offered and a variety of support groups continue to be offered around Melbourne. From this base the board has been able to work through a number of strategic areas that will focus on the CPSN community throughout Victoria in the next five years. We are excited to bring these new programs to the CPSN community as they are developed, including the redevelopment of the website which is in the planning stages now.

This year has also been an exciting year for the wider disability community with the announcement of the National Disability Insurance Scheme trial program to be run in the Barwon Region from 2013. As an organisation we will be closely watching this trial across Australia and will continue to advocate for its roll out to all people including our members in the near future.

On behalf of the board I would like to thank the Manager of the CPSN, Vicki Cavaleros for the tireless work she has completed and leadership she has shown to her dedicated staff. The office has grown in the last year and with future projects to be delivered will continue to grow and change.

Finally I would like to thank all the volunteers who have helped throughout the year. Volunteers form a vital part of our team and ensure that we remain a viable and community based organisation.

GRANT STEWART
President



MANAGER'S REPORT

"The companies that survive longest are the one's that work out what they uniquely can give to the world not just growth or money but their excellence, their respect for others, or their ability to make people happy. Some call those things a soul." CHARLES HANDY

I wish to share with you some of the many changes and developments that the CPSN has seen over the last year. The last 12 months have been times of consolidation and reflect in placing the CPSN in a very healthy and viable position. We look forward to drawing upon all the lessons learned over the last year to assist us to move forward into a new year full of challenges and achievements. We also look forward to providing our members, our most valued assets, with ongoing support and information on Cerebral Palsy, continue to conduct and expand on our membership programs and introduce new initiatives which are based on membership feedback.

The CPSN has grown in all areas of service delivery which has been a direct result of new people joining our team both in the staffing and governance areas. I would like to farewell Amy Iscic who completed her administration traineeship and has moved onto pursue her career in this area, and of course a few board members who are mentioned further on in this report. I would like to welcome on board our new team of office staff: Melissa Flentjar who is our program's administrator, Rita Edwards our new bookkeeper and Mike McDermott who is our program's coordinator. I congratulate them for a job well done and thank them for their dedication and commitment to improving the lives of people with Cerebral Palsy and their families.

In November 2011, an application by the CPSN to become a registered service provider for Department of Human Services (DHS) was accepted by the Victorian State Government. This means that the CPSN are now recognised as a service provider who is compliant with all the State and Federal acts and laws, and all DHS and State Government guidelines and standards. This huge step forward will influence how we deliver our programs and services and will ensure that we are proactively implementing a quality service charter.

For many years now, in fact the entire reason for CPSN existing, was the benefit that peer support brings to families and individuals who are living with Cerebral Palsy. Over the years support groups have fluctuated in popularity among our members, however the CPSN believes this type of support, networking and sharing of information with others who have CP in common, is an integral part of the journey when living with Cerebral Palsy. Therefore we continue to offer these wonderful opportunities to our members. Support Groups (or coffee mornings) continue to meet monthly, and Information Sessions meeting bi-monthly, often featuring guest speakers, meet in various locations across the Melbourne metropolitan regions.

CPSN traditionally holds an annual Family Fun Day to encourage the celebration of the end of the year and of course International Day of People with a Disability. These have gone from a small group of members meeting in the park for a picnic to becoming quite an event. The last few have seen a full day jam-packed with activities and performers, lunch and treats provided. These provide yet another opportunity for families to meet each other and socialise in a fun-filled, relaxed environment.

In keeping with its vision, the CPSN provides members with real and meaningful opportunities to enhance their lives. The Members Trust Fund was set up to meet this need. Since 2008 it has provided members with over 70 grants to purchase goods and services they may otherwise not have access to. This year we received 30 applications and we are proud to announce that we granted 20 applications valued at a total of \$9,169.

Last year our members brought to our attention that there was a lack of services for adults with CP in the area of maintaining personal fitness and strength training. We agreed that this is a vital part of staying healthy and fit. So, the CPSN, with financial assistance from a philanthropic trust fund and an anonymous donor, successfully commenced the Gym Goers Exercise Program. This program is conducted from two gyms and facilitates both group and individual sessions. We hope that the benefits of this trial program may provide further opportunities for the provision of more Gym Goers Programs in the future.

As well as our ongoing programs, the CPSN has been involved in various one-off events which have influenced the disability sector and raised awareness of Cerebral Palsy within our community. During 2011-12

the CPSN held a Disabili-Tea which was attended by our members in celebration of people with a disability; a Parents as Career Transition Support 3-day workshop in conjunction with Inner Northern Local Learning and Employment Network to prepare parents who's teens are transitioning out of secondary school; held a stall at the RIDE Expo in the South which showcased our organisation and the services we offer to members; delivered a range of presentations promoting CPSN and CP to other service providers including Case Management Action Group, Kids Plus, and Yooralla. We also held a stall at the Disability Sport and Recreation Expo which took place at Federation Square along with many other not-for-profit disability organisations, and attended, with our members, a very proactive rally in support of the National Disability Insurance Scheme.

In keeping up with the theme of 'change', CPSN implemented a few operational changes. Modern technology saw the implementation of more social media – for example, posts and events promoted on Facebook and Twitter, and emails alerts via our new membership database. This has allowed us to provide our members with instant information as it arrives hot off the press, thus reducing the need to sustain a lengthy bi-monthly 'What's the Buzz' newsletter. 'What's the Buzz' has also been given a new look and is now a very useful and effective monthly communication tool featuring all CPSN activities and promotion of CP awareness.

During this time, the CPSN also moved its office, not very far and only for short term, but none the less yet more change. Our team of dedicated staff worked very hard towards rehousing us and to ensure that the move caused our members little disruption. I would like to thank Gail Youni from Northern Support Services who came through with this great accommodation in a time of need.

As a not-for-profit organisation, we are constantly looking for ways to raise funds so that we are able to continue to provide our members with more. This year we have not focused so much on fundraising as we felt that developing membership services was a priority. We did however conduct a few smaller fundraising activities which we felt would engage our members, and of course raise some funds at the same time. Some of our fundraising activities included sales of the Kiddie Kutter Knives – safe cutlery for children, IT Reborn – cash for the collection of recycled computer and IT equipment, a tax time appeal to local businesses, and of course sales and promotion of the CPSN merchandise.

In addition to fundraising, the CPSN is able to hold some of its programs with the help of philanthropic trust funds. Throughout the year Jim Weber from Jim Weber Consultants has generously donated his time to assist with writing of submissions to attract this type of financial support. We thank him for his tireless efforts and look forward to continued support.

Perhaps the most significant change of all was the review of the CP Respite Brokerage Program as we know it. Late in 2011, as part of the strategic planning process, it became apparent that it was time to rejuvenate this program. It was also timely as the CPSN was now a recognised DHS service provider. A subcommittee was formed and off they went to work. The group dissected all areas of the program and started again. Old processes and guidelines were replaced by new ones and the program was given a whole new look and feel. CP Innovative Choices was born and launched at an Information Session in June 2012.

CP Innovative Choices works on the same principal and model as the Brokerage Program, however has added extra service options. The CPSN is very proud to offer this truly innovative program which we know enhances the lives of those with CP and their families. We look forward to offering this program to more of our members and the CP community.

As a forward-moving organisation, the CPSN is always looking at ways we can improve what we provide to our members. In this current time of growing technology, our website is an integral part of contact with our community. A new initiative will see the redevelopment of the CPSN website. A sub-committee has been established and is currently working on the re-design of a new site that will not only provide state of the art information on CP resources and services but will also act as a business tool, providing our members with easy access to online tools and resources at their fingertips. We look forward to presenting this new website and many other new initiatives in the next financial year.

VICKI CAVALIEROS
Manager

TREASURER'S REPORT

This year has seen CPSN consolidate its fiscal position, and at the same time start to position the organisation for a period of growth. Despite challenges like relocating our offices, costs were slightly lowered, while income was slightly increased. Adding another year of sustainable growth has meant that CPSN now has a large amount of retained earnings which can be invested back into the organisation to further improve the services CPSN provides to its members.

The first of these improved services are the changes to CP Innovative Choices Program, previously know as CP Brokerage Program. These changes will lead to better information and support for participants. In the medium term they will lead other changes that will provide even greater flexibility and ease of use of the program by members.

The financial strength of the organisation also allows us to continue to fund the popular "Members Trust Fund". I would encourage all members to make an application this year to share in the benefits the organisation can provide.

I would like to take this opportunity to thank all the members, staff and Board of CPSN. Results like this do not occur without the commitment from many people, both past and present. No matter what the form, you should be proud of your contribution and proud of the CPSN.

ROWAN ENRIGHT
Treasurer



MEMBERSHIP REPORT 2012

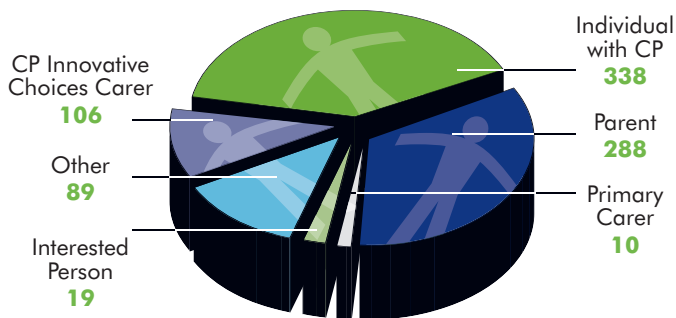
The Cerebral Palsy Support Network prides itself on providing support and information to its members. This is an integral part of the organisation as the data collected from our members quite often determines what program and services are offered and developed during the planning process for the year ahead.

The CPSN this year has focused on social networking. More often referred to as social media, the CPSN has been active in sites such as Facebook, Twitter and LinkedIn. Without a doubt, the best reason why we joined these social networking sites is that it has allowed CPSN make instant connections with other members. The CPSN has used these sites to keep our members up to speed with what the CPSN is doing. We have been able to communicate upcoming events, share stories and encourage our members to engage with other members through information sharing. The CPSN is looking at expanding online communication in the future and we hope that our members continue to use and enjoy this form of communication in the future.

Membership to CPSN is free to individuals with Cerebral Palsy and their family, also including grandparents and siblings.

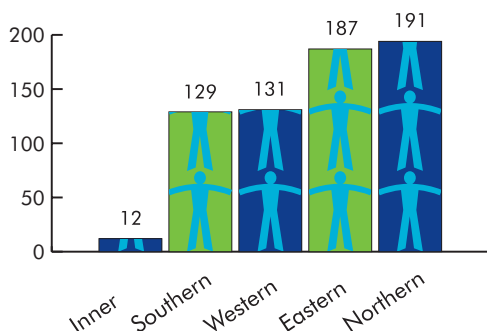
The CPSN's total membership currently stands at 850 compared with 748 in the 2011 financial year: following is a breakdown in each membership category. As you can see the largest portion of our membership is with individuals with CP and their families. This is a clear reflection of need in the community and the groups in which we are servicing.

MEMBERS BY CATEGORY

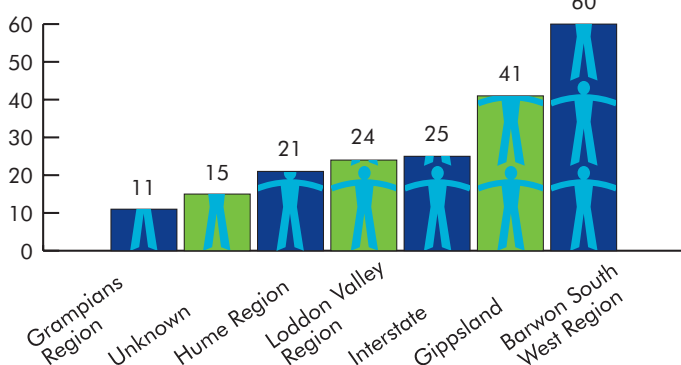


As the CPSN provides information and support to Victorians, we also welcome interstate memberships of individuals with CP and their family. As shown there is a marked increase in membership in the Gippsland region this year.

MEMBERS BY REGION - METRO



MEMBERS BY REGION - RURAL



DONORS SPONSORS AND SUPPORTERS

The CPSN relies on the generosity of its supporters to enable it to continue to provide the much needed services to the CP community. The CPSN would like to sincerely thank the following individuals, businesses and organisations who supported us over the year, financially or with in-kind support.

All listed below are in no particular order: S.F.Turner, D. Dockendorff, J. Giuliani, Austin Hospital, M. Sinclair, R. Lester, Rotary Collingwood, M. Van Wezel, Strathmore Church, E. Hamill, Mipa Australia, A. Crompton, Parenting Research Centre Inc, M. Morton, Cary Holm, Fr D. Thomas, D. Dreier, A.Veysey, T.J. Weekes Family Trust, Black Widow Graphic Design, Rotary Club of Craigieburn.

Special thanks goes out to all those who significantly assisted the CPSN throughout the year by providing in-kind support. Those include Ashley Flentjar, David Leggatt and Victoria Blidman from DL Piper, Nicola Arvidton and Tim Trezise from Tress Cox Lawyers, Gail Youni from Northern Support Services and Jim Weber from Jim Weber Consulting International.

The CPSN was fortunate enough to have received a number of grants from philanthropic trust funds to help support some of its core programs. We wish to thank them for their generous support which has enabled us to continue offering our programs and supports to our members. The trust funds and sponsors include: Jack Brockoff Foundation, Moreland City and an anonymous CPSN member who sponsored a program in memory of her loving parents Marg and Trevor.

And of course a big thank you to our very valuable office volunteers: Nikki Alanis, Amber Hawkins, Robert Hore, Michael Young, Trish Harvey, Cassandra Martin, Drew Brady and Sarah Burns.

BOARD OF MANAGEMENT

There have been quite significant changes to the CPSN's Board of Management this year. We see these changes as a positive step forward which gives us opportunity to develop new ideas with fresh eyes and widens our scope of skills and experiences that can only add value. During the year we farewelled Joan Gains who served as a Board Member for many years, during which time she held a range of roles including President and Treasurer. We also said farewelled Anna Leyden and Dinah Reddihoph. We thank all previous board members for their dedication and commitment to the CPSN.

We have been fortunate enough to have gained some new board members who we welcome and wish their journey with us to be long and fruitful. We welcome Sacha Petersen specialising in CP medicine, Lydia Haig specialising in human resources, Rowan Enright specialising in finance management and policy and Maria Nemec specialising in home and parenting management.

PRESIDENT: Grant Stewart

VICE PRESIDENT: Lydia Haig

SECRETARY: Mary Cucuzza-Finn

TREASURER: Rowan Enright

BOARD MEMBERS: Ariane Garner Williams, Astrid Alauze, Melanie Davern, Katrina Enos, Dinah Reddihoph, Maria Nemec, Sacha Peterson



Cerebral Palsy Support Network
 3 Ethel Street Thornbury VIC 3071 Australia
TOLL FREE: 1300 277 600
P: (03) 9484 5326 F: (03) 9015 6439
E: cpsn@cpsn.info W: www.cpsn.info

FINANCIAL REPORT 2012

INCOME STATEMENT for the year ended June 2012

	2012	2011
	\$	\$
INCOME		
Brokerage	1,135,939	1,133,154
Donations	5,133	6,408
Interest Received	19,099	20,655
Fundraising	805	125
Grants - DHS	55,838	53,717
Grants - Other	20,896	
Membership	938	70
Other Income	-	24,368
Profit on sale of equipment	(4,919)	(2,470)
Rebates and Refunds	2,500	-
TOTAL INCOME	1,236,228	1,236,027

EXPENDITURE		
Accounting & Audit fees	13,500	48,287
Advertising and Promotion	5,552	15,178
Bank Fees And Charges	615	286
Committee Expenses	4,146	1,177
Depreciation	3,037	4,069
Fundraising Expenses	35,138	10,586
Insurance	284	773
IT & Telecommunication	12,497	11,956
Newsletter Expenses	8,076	2,145
Office Supplies	3,234	8,210
Postage and Delivery	1,513	3,066
Printing	2,786	1,195
Rebateable Expenses	-	28,326
Rent	15,272	19,834
Relocation expenses	4,980	-
Staff Training	1,353	414
Subscriptions	1,371	3,953
Sundry Expenses	5	2,531
Superannuation	70,706	72,043
Trademarks, Permits & Registrations	266	134
Wages and Salaries	924,451	890,247
Workcover	24,415	15,826
TOTAL EXPENDITURE	1,133,199	1,140,236

PROFIT FROM ORDINARY ACTIVITIES	103,029	95,791
--	----------------	---------------

INCOME TAX EXPENSE	-	-
---------------------------	---	---

NET PROFIT ATTRIBUTABLE TO THE ASSOCIATION	103,029	95,791
---	----------------	---------------

OPENING RETAINED PROFITS	481,625	385,834
---------------------------------	----------------	----------------

NET PROFIT ATTRIBUTABLE TO THE ASSOCIATION	103,029	95,791
---	----------------	---------------

PRIOR YEARS ADJUSTMENTS	(200)	-
--------------------------------	--------------	---

CLOSING RETAINED PROFITS	584,454	481,625
---------------------------------	----------------	----------------

BALANCE SHEET as at 30th June 2012

	2012	2011
	\$	\$
CURRENT ASSETS		
Cash	638,282	446,649
Receivables	116,882	130,063
Other	2,847	12,941
TOTAL CURRENT ASSETS	758,011	589,653
NON-CURRENT ASSETS		
Plant & Equipment	3,724	8,506
TOTAL NON CURRENT ASSETS	3,724	8,506
TOTAL ASSETS	761,735	598,159

CURRENT LIABILITIES		
Payables	1,970	5,635
Current tax liabilities	335	(1,540)
Provisions	25,653	25,467
Amounts received in advance	149,323	86,792
TOTAL CURRENT LIABILITIES	177,281	116,534

TOTAL LIABILITIES	177,281	116,534
--------------------------	----------------	----------------

NET ASSETS	584,454	481,625
-------------------	----------------	----------------

Retained profits	584,454	481,625
TOTAL MEMBERS' FUNDS	584,454	481,625

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

REPORT ON THE FINANCIAL REPORT

We have audited the accompanying financial report, being a special purpose financial report, of Cerebral palsy Support Network Inc., which comprises the assets and liabilities statement as at 30 June 2012, and the income and expenditure statement for the year then ended a summary of significant accounting policies, other explanatory notes and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The committee of the association is responsible for the preparation and fair presentation of the financial report and has determined that the accounting policies described in note 1 to the financial statement, which form part of the financial report, are appropriate to meet the requirements of the Associations Incorporation Act 1981 (Vic) and are appropriate to meet the needs of the members. The committee's responsibilities also include establishing and maintaining internal control as the committee determines is the necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due the fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

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 the Australian Auditing Standards. Those Auditing Standards require that we comply with the relevant ethical requirements relating the 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 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 assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report that gives a true and fair view, in order to design audit procedures that are appropriate in the circumstances, but nor for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An Audit also includes evaluating the appropriateness of accounting estimates made by 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, financial report gives a true and fair view of the financial position of Cerebral Palsy Support Network Inc. As at 30 June 2012 and its financial performance for the year then ended in accordance with the accounting policies, and the Associations Incorporation Act 1981 (Vic).

Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to the financial report 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 Act 1981 (Vic). As a result, the financial report may not be suitable for another purpose.

Dated: 3rd September 2012

G. C. Perry & CO.

768 High Street

Thornbury 3071

PH: (03) 9484 5050

Fax: (03) 9484 5006