



# ANNUAL REPORT 2017



**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection




Cerebral Palsy Support Network is a registered disability service provider with the Victorian Government Department of Health and Human Services and the National Disability Insurance Agency.

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**CEREBRAL PALSY  
SUPPORT NETWORK**  
strength through connection



OUR MISSION IS TO EMPOWER AND ENABLE PEOPLE WITH CEREBRAL PALSY AND THEIR NETWORKS TO MAXIMISE THEIR CHOICES AND OPPORTUNITIES.

OUR VISION IS THAT 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.

## ABOUT CPSN

**THE Cerebral Palsy Support Network (CPSN)** is the peak-body representing individuals with cerebral palsy and their families, in Victoria. Based in Melbourne, CPSN provides information, resources and support to children and adults with cerebral palsy, and their families.

CPSN began in 1995 as a monthly support group for parents whose children had been diagnosed with cerebral palsy. Such a group was vital as all of these parents were looking for some form of support from other people who understood the issues and challenges they faced.

In Australia, a child is born with cerebral palsy every 15 hours making cerebral palsy one of the fastest growing diagnoses impacting physical ability within our population. CPSN is proud to be the only not-for-profit organisation in Victoria that focuses specifically on supporting and empowering people living with cerebral palsy. Consequently, CPSN has an in-depth understanding of the challenges faced by people with cerebral palsy and their families, at all stages of life. CPSN recognises that each person is unique, and as such, we strive to ensure that the needs of all members are recognised, assessed and addressed individually.

CPSN  
RECOGNISES  
THAT EACH  
PERSON IS  
UNIQUE

## THE BOARD

**President:** Dr Cadeyrn Gaskin

**Vice-President:** Melissa Rosenthal

**Treasurer:** Ron Harrison

**General Member:** Sacha Petersen

**General Member:** Louise Robbins

**General Member:** Jayne Ward

**General Member:** Kathy Majdlik

**General Member:** Christie Jones

## THE LEADERSHIP TEAM

### Senior Leaders

**CEO:** Vicki Cavalieros

**General Manager:** Shannon Cheal

**People and Culture Manager:** Miriam David

### Organisational Leaders

**Client Resource Officer (HR):** Sharon Marendaz

**Program Coordinator:** Jill Featon

**Marketing and Communications Coordinator:** Jacqui Blunt

**Social Worker:** Erin Haynes

# PRESIDENT'S REPORT



As the transition to the National Disability Insurance Scheme (NDIS) continues, your Board has been paying significant attention to ensuring Cerebral Palsy Support Network (CPSN) meets members' needs, both now and into the future. Engaging in a strategic planning process has afforded us the opportunity to re-evaluate the organisation's purpose, external realities, and what we are best placed to deliver for our members. What has emerged from this process is a renewed focus on those

who support people with cerebral palsy. CPSN comes from a position of understanding what it is like to live with cerebral palsy (both for individuals and their families) and do our best work when supporting families. For 20 years, CPSN has been part of the journeys of many families, and we will continue to be there for families into the future.

Fiscal responsibility is critical at this time, and so it is particularly pleasing that CPSN remains in a healthy financial position. We have a strong balance sheet, which places us well for the next financial year. Although we incurred a small deficit for financial year 2016-17, this shortfall was smaller than anticipated.

Volunteering for the Board is rewarding, but requires significant commitment of time and energy. Changes in life circumstances and unexpected events can make it difficult for Board members to continue in their roles. At last year's Annual General Meeting (AGM), Kathy Majdlik did not stand for re-election and, during the course of the year, Christie Jones, Ron Harrison and Emily Jordan-Baird resigned from the Board. Melissa Rosenthal has announced that her term will end at this year's AGM. I have the deepest regard for my fellow Board members and sincerely thank them for

their professionalism and contributions. At last year's AGM, Louise Robbins was welcomed onto the Board and, more recently, Richard Halpin has joined the Board.

Our operating environment continues to pose significant challenges for the organisation. I'm constantly impressed with how our dedicated and passionate staff rise to these challenges. On behalf of the Board, I'd like to express my deepest appreciation for the work of Vicki Cavalieros and her talented team.

## Dr Cadeyrn Gaskin, President

Board Members	Meetings Attended	Meetings Eligible to Attend
Dr Cadeyrn Gaskin	11	11
Ron Harrison	11	11
Melissa Rosenthal	11	11
Sacha Peterson	7	11
Jayne Ward	7	9
Emily Jordan-Baird	8	9
Louise Robbins	5	7
Christie Jones	3	5
Mary Cucuzza-Finn	2	3
Kathy Majdlik	1	3

# CEO'S REPORT

*Without change there is no innovation, creativity or incentive for improvement. Those who initiate change will have a better opportunity to manage the change that is inevitable - William Pollard.*

I always like to start my report with a quote and this one has been particularly poignant for us. Change has been ever present this year, like an old friend who we've embraced, who has challenged us, and who we've grown from.

July 1, 2016, launched the first major rollout of the National Disability Insurance Scheme (NDIS), Australia's largest social reform since Medicare. As a parent of a young woman with cerebral palsy, I am excited about the changes the NDIS is bringing to the sector.

We have always been proud of the fact that as an organisation, we are a community. Collaborating together in decisions big and small. This year the staff, Board and our members, embraced the changes in our sector, and took the time to examine our identity as an organisation, who we serve and how we can best provide the services our members need within the structure of the NDIS. As a result, we made the difficult decision to cease the delivery of the Social Health and Recreation Programs. Several years ago we made the decision to offer (and heavily subsidise) services such as Camp



SHARP, M-Power and Social Squad on the knowledge that the NDIS was coming and that families could choose to use these services through their packages. Unfortunately, we have since learned that the NDIS funding structures don't provide the

level of funded support required to deliver these services, and continuing to offer them outside of the NDIS is not a financially viable option.

One of the better things we've seen from the NDIS is the introduction of Support Coordination which is about linking participants with the right services and coordinating a combination of formal and informal supports. Over the past twelve months we have been developing a team of passionate support coordinators who have, with help from our Care Centre, been helping our members to implement their plans and create opportunities unique to each member.

With the introduction of the NDIS we've also seen a surge in other service providers in the market. While some may be nervous about the increased competition, it's exciting to see an expansion in choice of service offerings and providers for individuals with cerebral palsy. It also spurs organisations, including ourselves, to think more creatively. There's no more room for complacency in the disability sector, which can only be a good thing for our members.

The CP Innovative Choices program has grown significantly this year as our members receive

more funding and choice of their type of care under the NDIS. As a co-founder of this program I am so thrilled to know that more and more families and individuals are able to access the type of care they want in a time and style that suits their lifestyle, rather than having to change their life to fit with their supports. It's also exciting to know that many of our participants are connecting and thriving through the Innovative Choices program. For many, we've also seen a positive change in the dynamic between a participant and support worker. We've seen participants connecting with like-minded support workers to go out into the community and have some fun, attend tertiary education, as well as have support with work.

While we have been busy working on the changes of the present, we are also looking to the future. As our current organisational strategy comes to an end I have been working closely with the Board, staff and a consumer engagement group on a new three-year strategic plan. While we are still finalising the details, I cannot express how excited I am about the new opportunities it brings our members and our organisation. This doesn't mean we will be drastically changing as an organisation, in fact, we will maintain our original purpose and continue to focus on our areas of expertise. We will look at the needs of our members and our organisational strengths to offer a quality, niche service that truly benefits parents, carers and individuals with cerebral palsy.

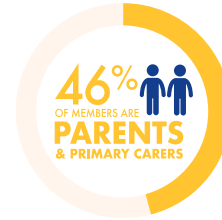
**Vicki Cavaleros, CEO**

# CPSN AT A GLANCE 2016-2017 FINANCIAL YEAR

## MEMBERSHIP



MEMBERSHIP INCREASED BY **15%**



## SUPPORT

PROVIDED **300** PEOPLE WITH SUPPORT THROUGH THE CARE CENTRE



OVER **330** HOURS OF DIRECT SUPPORT DELIVERED THROUGH CARE CENTRE

## SERVICES

**146** FAMILIES USING CP INNOVATIVE CHOICES



**41%** INCREASE

CURRENTLY THERE ARE **325** SUPPORT WORKERS WHO WORK WITH THESE FAMILIES



**ADDED** SUPPORT COORDINATION TO OUR RANGE OF SERVICES



WITHIN **1 YEAR** SUPPORT COORDINATION GREW TO **61** CLIENTS

OVER **6000** HOURS OF **SUPPORT** PROVIDED BY VOLUNTEERS

## DIGITAL



**26,443** VISITS TO WEBSITE [www.cpsn.org.au](http://www.cpsn.org.au)



**4,438** FACEBOOK LIKES

**37%** INCREASE

## OPERATIONAL ACHIEVEMENTS

- Grew the CPSN team by 20%
- Commenced development of a new strategy for 2018-2020
- Enhanced quality and control management systems
- Implementation of a client relationship management system
- Enhanced organisational systems and process to align with the NDIS



Lachlan, or Lachie as everyone calls him, is a massive sports fan. Get between him and a ball game and you'll hear about it! Formally, he's a junior member of the Collingwood Football Club but when he puts in his tips each week he tends to back the controversial choice, then laugh at everyone's shocked reactions. He's already watched the 2017 Grand Final about 15 times (barracking for Richmond) and predicts that next year's Grand Final will be a grudge match between Carlton and Collingwood.

In his spare time, Lachie likes to play games on the iPad, read choose your own adventure stories (especially if they're about sport), watch just about anything played on a green field as well as critique Masterchef and So You Think You Can Dance on the TV.

Lachie and his family are currently using CPSN's CP Innovative Choices and Support Coordination services. Lachie's Mum Carly says that Support Coordination in particular has been excellent, especially after they had some early troubles with Lachie's NDIS plan. After being approved to use CP Innovative Choices several years ago, the family have just started using the program with funds from Lachie's plan and have found the whole process of engaging support workers and setting up their home program easy.



## LACHLAN'S STORY

## SHAHD'S STORY

Shahd has been with CPSN for two years, injecting her infectious personality and love of online shopping into the office. Initially she began at CPSN supporting our various Social Health and Recreation Programs (SHARP). In this role she not only handled the administrative side of running our programs, but was able to form connections with participants and their families. "Working with SHARP also gave me an understanding of disability, as well as catering to the different needs of our members. There were so many factors unique to each person that we had to take into consideration to make sure everyone could share in the experience of our programs".

Shahd recently joined the Support Coordination team, and has been using her fierce confidence and conviction to get the best outcomes for her clients. Her experience with the SHARP programs has given her an excellent understanding of our members, essential to her new role. "I especially love seeing SHARP participants come on board as Support Coordination clients! Already having a connection with that person and their family is great and I love making sure they have all the tools they need to work towards the goals in their NDIS plan."

When we asked Shahd what her favourite part of the job is: "The wins for clients! Being able to support someone to achieve their NDIS goals is amazing". This is a perfect demonstration of Shahd's passion for her role within the Support Coordination team. Shahd's enthusiasm flows throughout the entire organisation and enhances the vibrant and diverse employee base which we are proud to call our CPSN family.



# SUPPORTS

The NDIS has been a driving force behind much of our Care Centre's activity this year, as we have supported our members through their NDIS journey.

The Care Centre started the year with a focus on empowering our members through education for their upcoming NDIS transitions. The NDIS has not only brought a change in the way individuals receive funding for supports, it is culturally changing the way the sector operates, the scope of supports individuals can access, as well as sector terminology. As an organisation, we wanted to prepare our members to ensure that they received the best NDIS plans possible. The aim of pre-planning was to empower our members to ensure they understood the NDIS, their rights, the new language and how to ask for the things they need. Following these sessions, we also attended members' NDIS planning meetings as a support person or advocate.

The Care Centre continued to support members throughout their transition, with advocacy during the planning process and once they receive their plan. This advocacy extends from supporting parents to make complaints regarding their supports, through to being involved in members' Internal Review to change

key decisions with their NDIS plan.

The dramatic changes the NDIS has brought to the sector has heightened the level of stress for many, and the Care Centre has been instrumental in supporting members emotionally throughout their transition. This support will continue throughout the entire implementation of the NDIS, which is due to be completed by 2019.

Outside of the NDIS, the Care Centre has again been heavily involved in supporting members with referrals, information and advice

on cerebral palsy and related matters. The Care Centre has also worked closely with our Support Coordination team to provide a holistic service to our members. While Support Coordination is about the implementation of an individual's plan, our experience is that individuals with cerebral palsy and their family can be busy managing so many aspects of their life, that often when something unforeseen is added to the mix, it can cause stress and anxiety. It is in these instances that the Care Centre has stepped in to provide assistance.



This year we were again able to support a group of CPSN members to attend our Carer's Wellbeing Retreat. Held in January, the retreat saw ten parents and carers head to the Gawler Foundation. CPSN's retreat aims to enhance the overall wellbeing of those who care for individuals with cerebral palsy through the provision of techniques and skills to positively handle the emotional and physical impacts associated with their role as a carer. The retreat is also an opportunity to make connections with other parents and primary carers, one of the foundations CPSN is built on. Overall, the feedback we received, both directly after the retreat and at a 3-month follow up, was overwhelmingly positive. For example, one attendee said "It introduced me to a whole way of doing things. The techniques and information have fundamentally changed my life forever."

Our second event for parents and carers this year was a winery tour through the Yarra Valley. The event was held as a part of Carer's Week to thank parents and carers for the work they do and provide respite as well as an opportunity to form networks with other parents and carers. This year we also added a family fun day for the children of those attending the winery tour. The fun day was open to individuals of all abilities so that parents could attend the day, knowing that their children were being cared for. The feedback from both the winery tour and fun day were so overwhelmingly positive, it's difficult to say which group enjoyed the time the most.

## DANIEL'S STORY

*Daniel is a self-confessed chess player, jujitsu enthusiast and music lover. Daniel was taught to play chess by his driver Ray at the age of 16, competing in 12 tournaments, one game lasting for two and a half hours!*

*Owning three guitars, Daniel started playing guitar at 10 years old. Regardless of the fact he believes he's not a great guitarist, Daniel writes his own music and cites Jimmy Hendrix and Slash as a couple of his favourite musicians.*

*The only thing that can surpass his love of music is the Richmond Tigers who Daniel says he loves more than life itself. Born in Richmond, he started cheering for the Tigers when he was 7. Aged just 16, when they won in 1980, he was beginning to think he'd never see another premiership until recently, and it's a win he hopes he'll see again in his lifetime.*

*CPSN recently supported and advocated for Daniel, 53, to move out of an aged care facility, where he's been for over five years, into supported accommodation.*

*Whilst he's still learning the ropes and finding his groove, he's enjoying settling in to his new home. Not only is he now surrounded by peers his own age, he's also living with his best-mate. "He's more than a friend he's like a brother. My Mum even calls him her 3rd son". The CPSN team were so thrilled to celebrate Daniel's new home that we were there to help pack boxes come moving day.*



## RACHEL'S STORY

*Rachel, 17, is a bubbly teenager who loves going out with friends, something we've got to know through her attendance at Social Squad and Camp SHARP. She's also passionate about shopping, bowling, music, youtube and working on her computer.*

*Now in year 11, Rachel enjoys school, especially the daily routine and the time she spends with her friends. She's a drummer in her school band, enjoys cooking and computer classes, as well as getting out and about with her school's community access program. While her career path changes from time to time, at the moment Rachel has her eyes set on becoming a police officer.*

*Rachel has been using CPSN's CP Innovative Choices program for several years for personal care and to access her community. Rachel met a volunteer at CPSN's SHARP programs four years ago, she and her family formed a great connection and they went on to engage her as a support worker. The family went on to engage other volunteers who they also got to know through the SHARP programs.*

*Rachel's Mum Angela says she loves the choice and control CP Innovative Choices offers Rachel and the family, rather than relying on someone sent by an agency. "Just choosing your own support workers has been brilliant for us."*



## SERVICES

CPSN's services have grown over the past year. It has been particularly exciting to see both new and current members receive funding, often for the first time, who are now able to use and benefit from our various programs and supports.

A big thank you to all of our dedicated and passionate program staff, leaders and volunteers who provided such a great experience for CPSN members across the year.

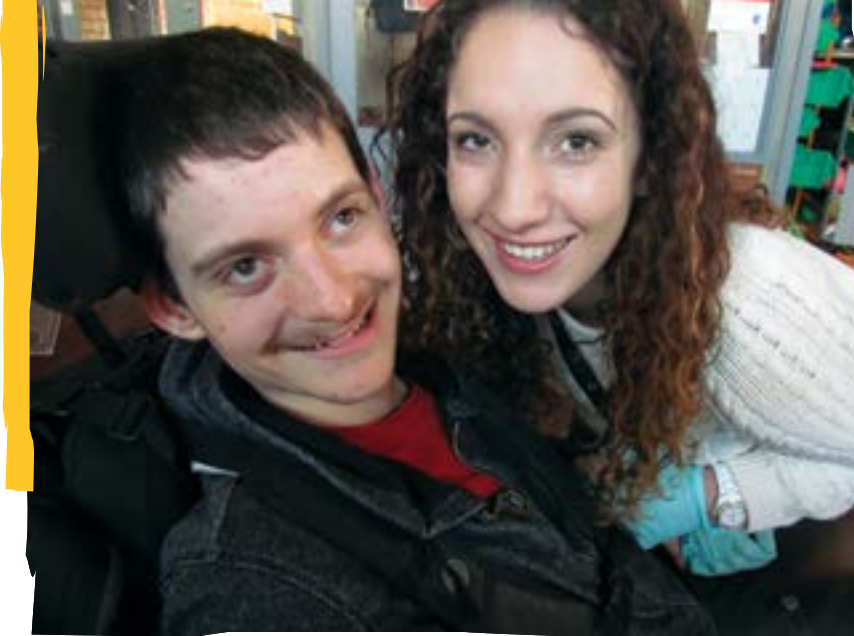
## CP INNOVATIVE CHOICES

CP Innovative Choices has continued to grow, offering our members choice and control in their own care. CP Innovative Choices differs from other care programs in the market, in that participants have control of their own program, including the ability and flexibility to recruit support workers of their choice and roster shifts that best suit their care needs. Participants can choose support workers who suit their lifestyle or background, as well as logistical issues, including being able to work the hours/ locations required and provide the support participants need.

This year we welcomed 43 new members to Innovative Choices, an increase of 41%. Many of these new families and individuals had transitioned onto the NDIS, and it's excellent to see that they not only have the funding for the resources they need, but can now choose a program like ours that best suits their lifestyle. With an increase in members we've also seen a surge in the number of support workers working with our members, with 325 now employed by the program.

To ensure we have been able to keep up with the increasing demand in the Innovative Choices program, as well as with the changes the NDIS has brought, we welcomed Romisha Lal, Administrator, to our growing team to take care of our Innovative Choices documentation and to support payroll.

At the end of the last financial year we launched a new Innovative Choices website and we're thrilled with the number of program participants who have signed up to the site this year. As well as being more time efficient, the website has given our participants the opportunity to be more self-sufficient, with all of the documentation they need to manage their home program available 24/7. We have also been working on a new system to improve timesheets and the payroll process for our participants and support workers which will be rolled out over the upcoming months.



## SUPPORT COORDINATION

This year, CPSN began offering Support Coordination under the NDIS. A new service created within the disability sector, Support Coordination is about linking individuals with suitable disability and mainstream services, alongside appropriate connections within their community, to support our clients to meet the goals agreed upon in their NDIS plan. Support coordinators also help build the capacity of these individuals to source, coordinate and implement their supports, therefore promoting their independence long term.

We are now one year into delivering Support Coordination and we are proud to have grown our Support Coordination client base to 61 individuals. The majority of these clients are from the 2016 North East Melbourne rollout, as well as members who were offered an early transition onto the NDIS.

To support these members, we have been building a steadfast team of dedicated support coordinators. Building this team and finding the right people to fit these roles has been challenging, mainly due to the dynamic nature of the NDIS and our strive to deliver the highest quality service to our members. So to ensure we recruit the best team of support coordinators, we have created and implemented a new recruitment strategy, designed to find people with the right skills, experience and attitude to meet our expectations and our members' support coordination needs.

As an organisation we have been able to utilise our specialist knowledge of cerebral palsy to support clients, assisting them to transform their goals into reality, as laid out in their NDIS plan. This has made Support Coordination a service CPSN is proud to offer.



## SOCIAL SQUAD (FORMERLY KNOWN AS SHARP)

Social Squad brings groups together each month in Melbourne's north, east and south. The program provides opportunities for young people with cerebral palsy to socialise and develop friendships in a relaxed and supported environment.

The start of the new financial year saw us settle into our new name, and a big thank you to all of our participants who got involved with suggestions. Social Squad came from the pop culture reference #squadgoals which is popular amongst youth. We loved the idea of the Social Squad because all of our groups had formed close relationships and the idea that they were their own "Squad" who came together to

hang out was the perfect description for each month's gathering. This Squad theme influenced the direction of the whole program, with a focus on empowering each group to make their time at Social Squad their own. Participants were encouraged to help decide various activities and we even saw some members of the Squads catch up outside of scheduled monthly meetings.

Attendance at Social Squad soared this year with expansions in the north and east, where both Squads doubled. We also saw the introduction of a new Squad in Melbourne's West.

This year we saw the return of many popular activities, as well as the introduction of some new ones. Some of the favourite activities among the three Squads were Masterchef, Bowling, A Day at the Races and just going out for lunch with friends (or their Squad!).

## M-POWER

M-Power Health and Fitness is CPSN's unique fitness program designed for individuals with cerebral palsy. Each week the two groups engage in different activities. Each activity has been chosen for its flexibility, and staff





tailor exercises to each participant's own unique abilities. This makes M-Power accessible for everyone.

This year we were thrilled to welcome many new participants to the program in both the Northern and Eastern groups. We welcomed back many popular activities such as tennis, AFL and the circuit, but also added new ones including Chair Yoga. Focusing on meditation and relaxation, Chair Yoga was attended by wheelchair users, and non-wheelchair users alike.

M-Power was also joined by many occupational therapy and physiotherapy students this year who came along to volunteer. This gave the participants more one-on-one support for activities but also supported the students to gain real world experience of disability outside of a classroom.

## MYA'S STORY

*Mya is passionate about animals. Her favourite animals are dogs and cats, and Mya often visits her local pet store to spend time chatting with the puppies and kittens. On top of her love of animals, she enjoys singing, music, swimming, reading, creating her own short films and all things media. One day Mya hopes to have her own dog-walking service, a puppy day care centre or be a film director.*

*When it was time to transition to the NDIS, Mya's mother Ally asked for Support Coordination as a part of Mya's plan. "After years of being everything but a Mum I just wanted to focus on being Mya's Mum rather than handling all the details of her plan".*

*Ally also wanted to tap into the resources of others, and after knowing Mya through several other programs, she engaged CPSN to provide Support Coordination. "CPSN understands Mya's needs. I couldn't think of anyone else being Mya's Support Coordinator".*

*Since their plan has been implemented, Mya now has the supports she needed in place, so much so that the family recently went on their first holiday. The family headed to Thailand, taking a support worker with them. Having a support worker meant Mya could explore and experience her holiday without having Mum around 24/7, giving her the freedom every 14 year old wants.*



## TROY'S STORY



*Troy, 21, is highly involved with advocacy and public speaking roles within the disability community. He is a member of the Youth Disability Advocacy Service's (YDAS) steering committee and has also been involved in public speaking roles with Whittlesea Council, YDAS and the Royal Children's Hospital. This year Troy has represented CPSN at expos and public speaking opportunities. "I like giving people with disabilities a voice, correcting some of the perceptions people have of people with a disability" says Troy.*

*Outside of his speaking and advocacy engagements, Troy is also an avid Scout. A member of a Scout group for people with disabilities and special needs, he travelled to Japan as a member of the 2015 Australian Contingent of an international Agoonoree. The Agoonoree, a scouting jamboree for young people with additional needs, was held at the base of Mount Fuji and was one of the many places Troy visited during his trip. Troy has also been involved in many public speaking roles in his role as ambassador with the group.*

*Troy has also been an active member of CPSN's Social Squad and Camp SHARP programs. When asked which was his favourite, he said he loved both, before eventually settling on Camp SHARP as the winner. "I love getting away and will find any excuse to get away with friends and have fun". It's also the experience, "I'll remember Camp for the rest of my life".*



## CAMP SHARP

Camp SHARP is a unique four-day program that is designed specifically for young people with cerebral palsy. Camps are a rite of passage for many youth, and Camp SHARP provides this opportunity in a safe and supported environment with 24-hour care.

This financial year we held two camps, with our campers heading to the YMCA Anglesea Recreation Camp for both. The team at Anglesea have again been excellent in

adapting their camp to improve accessibility, making sure that individuals of all abilities can not only attend, but fully participate.

We had 27 campers head away at both the September 2016 and the April 2017 Camp SHARP. Favourite activities of both camps were the giant accessible swing, Music Therapy, arts and crafts, as well as the end of camp fancy dress disco, which has always provided laughs with everyone's hilarious costumes.

A big thank you to ACU, Deakin University and the Kangan Institute who provided occupational

therapy and Cert IV disability students to come along as volunteers on this year's camps. The inclusion of student volunteers means we have not only been able to run the camps with the support our participants need, but it also gives the students a holistic view into the life of someone with a disability that many of their peers will not have. We hope that by giving students these experiences they will go on to become professionals who truly understand disability, rather than relying on what they have read in a textbook.



# EDUCATION & AWARENESS

As a part of our strategic direction, CPSN provides education and information for our members, and well as supporting the broader community to increase their awareness of cerebral palsy.

Our second CP FACTS was held in March in partnership with the Murdoch Childrens Research Institute (MRCI). CP FACTS is an opportunity for individuals with cerebral palsy, parents and carers to come together to form connections, gather information and discover new opportunities. In 2017, CP FACTS focused on the theme of participation. Led by keynote speakers Professor Christine Imms from the Australian Catholic University and Professor Dinah Reddihough from the Centre of Research Excellence in Cerebral Palsy and MCRI, presentations provided advice and information on how to increase engagement and participation in education, sport and recreation, employment and within one's community. During these presentations, children and young adults of all abilities participated in various activities including our M-Power program, Boccia, 7-a-side football and Music Therapy.

As a key area of focus this year has been preparing our members for their transition onto the NDIS, in addition to our pre-planning services, we have developed a series of newsletters to support our members both before, during and after their NDIS transition. These newsletters will continue to be used and updated with changes to the NDIS across each rollout.

Finally, CPSN has again engaged in community presentations to raise awareness of cerebral palsy as well as attending expos to raise awareness of CPSN within the disability community. We have also been building the capacity and confidence of several members to represent CPSN at these events.

## VULNERABLE PERSON'S PROJECT

This year CPSN began a formalised project in response to the introduction of new standards and legislation in child safety. While we have always operated in a manner that reflects these new standards, we have taken the opportunity to expand this area to incorporate vulnerable persons at any age, as we recognise individuals with disability of all ages have the potential to be exposed. Within the Vulnerable Persons Project we have been formalising our structures and policies to reflect our zero-tolerance attitude to abuse and neglect.

This project includes:

- The development of a new policy around child and vulnerable persons safety;
- Reviewing existing policies and processes including, but not limited to, our Code of Conduct, Induction - Orientation and Health and Safety policies to ensure that they incorporate our commitment to protecting children and vulnerable people;

- Regularly discussing issues related to safety in staff meetings;
- Identifying avenues for online training for the Board, staff, support workers, participants and CP Innovative Choices members, to recognise signs of abuse and support effected individuals;
- Regular provision of relevant resources to our members through CPSN's What's The Buzz newsletter; and
- Staff attendance at the Stand Up and Be Safe from abuse training. Material from this training, which is designed to support reporting by individuals with a disability, are now kept as a resource at CPSN's office.

This project will continue into the new financial year as a part of our organisational commitment to protecting vulnerable persons.

# TREASURER'S REPORT

2016-17 has been a year of significant revenue growth for CPSN for which I commend Vicki and the team.

The rollout of the NDIS in Victoria created the opportunity for growth in existing services, particularly Innovative Choices, as well as the introduction of new services such as Support Coordination. In parallel the Board and Management have made considered investment decisions to enable this growth in a prudent and strategic manner, which resulted in a deficit at year end. We have increased staff numbers and as a result needed to secure additional premises. We have continued our focus on efficient, secure back office systems and processes. We made additional investment in CRM systems which, once fully implemented, will reduce ongoing costs and allow us to be even more responsive to client needs.

I would like to take this opportunity to thank Vicki Cavalieros and all the CPSN team for their hard work and dedication. While creating a range of opportunities, the NDIS has introduced a new level of financial and operational complexity for the team which makes this result particularly notable.

**Melissa Rosenthal, Acting Treasurer**

# FINANCIAL STATEMENT

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

Cerebral Palsy Support Network Inc. ('the Association'), which comprises the Statement of Financial Position as at 30 June 2017, 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's declaration.

### RESPONSIBILITIES OF THE BOARD

The members of the Board 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 determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### AUDITOR'S RESPONSIBILITIES

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.

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.

- 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.
- Conclude on the appropriateness of the members of the Board'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.
- 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.

## OPINION

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the

association as at 30 June 2017, 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 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.



**John Petridis** Director  
Kidmans Partners Audit Pty Ltd  
ABN 46 143 986 841



# FINANCIAL REPORT

## Cerebral Palsy Support Network Inc. Income and Expense Statement For the year ended 30 June 2017

INCOME	2017 \$	2016 \$
Brokerage	4,535,602	3,538,010
Donations	18,113	61,618
Interest received	9,822	13,086
Grants - Department of Human Services	62,534	64,837
Grants - other	20,372	9,810
Memberships	250	260
Programs	157,719	54,595
<b>Total income</b>	<b>4,804,412</b>	<b>3,742,216</b>
EXPENSES		
Board Expenses/Governance	14,161	7,634
Marketing	24,689	6,910
Financial Expenses	4,458	2,535
Depreciation	12,565	18,834
Administration	32,960	29,006
IT and Communications	66,172	34,443
Occupancy Costs	63,827	51,612
Replacment Tools	-	140
Services	65,350	71,342
Employee Expenses	4,638,006	3,415,416
Other Expenses	-	6,160
<b>Total Expenses</b>	<b>4,922,188</b>	<b>3,644,032</b>
(Loss)/profit for the year	(117,776)	98,184
Retained profits at the beginning of the financial year	877,548	779,364
<b>Total comprehensive Income for the financial year</b>	<b>759,772</b>	<b>877,548</b>

## Cerebral Palsy Support Network Inc. Balance sheet as at 30 June 2017

ASSETS	2017 \$	2016 \$
Cash and cash equivalents	463,191	885,870
Receivables	765,511	417,483
Other assets	7,652	2,292
<b>Total current assets</b>	<b>1,236,354</b>	<b>1,305,645</b>
NON-CURRENT ASSETS		
Property, plant and equipment	57,398	8,567
Intangible asset - Website	-	1
<b>Total non-current assets</b>	<b>57,398</b>	<b>8,568</b>
<b>Total assets</b>	<b>1,293,752</b>	<b>1,314,213</b>
LIABILITIES		
Current Liabilities		
Trade and other payables	106,354	17,043
Other liabilities	57,290	110,820
Provisions	91,809	91,232
Amounts received in advance	278,527	217,570
<b>Total current liabilities</b>	<b>533,980</b>	<b>436,665</b>
<b>Total Liabilities</b>	<b>759,772</b>	<b>436,665</b>
<b>Net assets</b>	<b>759,722</b>	<b>877,548</b>
Member's funds		
Retained earnings	759,722	877,548
<b>Total member's funds</b>	<b>759,722</b>	<b>877,548</b>

Please contact CPSN if you would like a full copy of CPSN's annual financial statements.

# ACKNOWLEDGEMENTS

CPSN would like to thank the following organisations and people for their support over the past financial year:

- TressCox Lawyers for their expertise, advice and pro bono support;
- The Murdoch Childrens Research Institute and Centre of Research Excellence in Cerebral Palsy for their continued support;
- The Cassandra Gantner Foundation for their financial assistance;
- Kilfinan Australia for their involvement in the staff mentoring program;
- JMW for providing leadership training;
- Gowrie Victoria, Northland Youth Centre, Glenallen School, Sunshine Special Development School, Ascot Vale Neighbourhood House, Mulgrave Neighbourhood House, for use of their venues;
- Deakin University, Australian Catholic University, Kangan Institute and La Trobe University volunteers for supporting our programs;
- Troy Van Heer and Liam Aberly for representing CPSN at a range of different activities; and

- Richard Halpin, Tim Gorst, Matt Tsang, Abi Bell, Jen Fleming, Warwick Cavanagh, Gabrielle Gauch, Zara Wajahat, Rozemarijn Dunki Jacobs-Van de Brink, Rose Babic and Joan Gains for contributing your time throughout the year to help shape CPSN.

CPSN would like to thank everyone who contributed to more than 6000 hours of volunteer work at CPSN's programs and events, as well as our Board including outgoing members Mary Cucuzza-Finn, Kathy Majdlik and Christie Jones. Finally, we'd like to thank all of our members, families and services users.





# CONTACT US

517 High Street Preston VIC 3072

**Phone** 1300 277 600

**Email** [cpsn@cpsn.org.au](mailto:cpsn@cpsn.org.au)

 [cpsnVIC](https://www.facebook.com/cpsnVIC)

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[www.cpsn.org.au](http://www.cpsn.org.au)



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