

# Annual Report 2015



# Thank you to our:

## Funders

- Carers WA
- CCI – Chamber of Commerce & Industry WA
- City of Belmont
- City of Cockburn
- City of Fremantle
- City of Mandurah
- City of Melville
- City of Rockingham
- City of Swan
- City of Vincent
- Commonwealth Respite Carelink Centre
- Department for Communities
- Department of Local Government
- Department of Social Services
- Disability Services Commission
- Goldfield Midwest Medicare Local (GMML)
- Medicare Local - Perth Central & East Metro
- Mental Health Carers Arafmi (WA) Inc. member donations
- Mental Health Commission
- Red Cross

## Board Members 2014-15

Patrick Hardwick – President  
Tony Fowke – Vice President  
Kerry Hawkins – Vice President  
Andrew Reynolds – Treasurer  
Ann Elliott – Secretary  
Franco Guazzelli  
Allison Fillery  
Christo Sebastian  
Bernadette Wright  
Debbie Childs (Ex Officio)



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# HelpingMinds' 2015 Focus

## Recovering Our Families

8 Week Online Education and Support Program



## Carer Peer Support

Supporting your journey as a carer



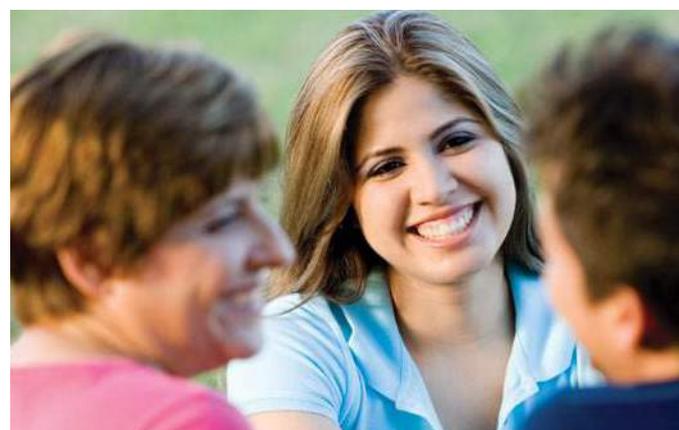
## Young Carer Services

Supporting young people who are affected by a family member or friend's mental health issue.



## Young Minds

Supporting the emotional wellbeing of children and their families in regional WA.



## General Services

Supporting carers and individuals affected by mental health issues.

# President's Report

## 2014/2015

*"Just recently, our Patron, the Chief Justice of WA, the Hon Wayne Martin AC officially launched HelpingMinds, a name that will take us forward into an exciting future."*



I would firstly like to thank all the Board members for their ongoing support in what has been another busy year. The current Board members have an excellent range of skills and experience to continue to take HelpingMinds forward, as well as a genuine passion for the organisation and the cause of mental health carers and their loved ones.

Since the last AGM, Debbie Childs was appointed as the ongoing Executive Director. Debbie has brought a wealth of experience from the business world and is ably supported by Executive Managers, Michael Jamison and Julie McChesney. I also want to again acknowledge the great work by all the managers, staff and volunteers at HelpingMinds and the passion they bring to the organisation and their enthusiasm for the very positive direction that HelpingMinds is heading.

The environment in the sector continues to change. HelpingMinds continues to keep a very close eye on the development of the NDIS and takes every opportunity to be involved in discussions on how it will work in mental health. The Board recently approved funding to undertake a national survey of MH carers and carer organisations to determine what the real issues are with NDIS. The survey will contribute to the development of an issues paper on NDIS which will be provided to both the Commonwealth and State Governments. We are still concerned that funding for current successful programs such as PHaMS and Partners in Recovery will be taken away and placed in the NDIS, which many people who would have got services under the other programs, may not be able to access. There is some concern for organisations supporting carers and their ability to continue services under the NDIS funding model. We feel we must address the significant need for services for mental health carers and the absolute priority for the continuation of funding these services.

Other issues that HelpingMinds continue to monitor are the implications for carers in the Mental Health Bill and the inclusion of assistance to carers, in their role as carers, in the draft 10-year mental health plan. There is much research which has been undertaken over a number of years which has clearly demonstrated that the engagement and involvement of carers has had a positive influence on the physical, mental and psychosocial outcomes of consumers. Where carers have the opportunity to work in partnership with health professionals, this research also demonstrates positive outcomes for carers' health and wellbeing and the length of time they are prepared to stay involved.

# President's Report

## 2014/2015 (cont'd)



I have been pleased to be the Independent Chair of the Guide Development Committee and Project Control Group which is developing a national practical guide for working with carers of people with a mental illness. A consortium of key mental health organisations was established including HelpingMinds, Mind Australia, Private Mental Health Consumer Carer Network Australia, Mental Health Australia and Mental Health Carers ARAFMI Australia. This project has been made possible through the significant investment of HelpingMinds and Mind Australia and the in-kind support of the consortia members. Significant stakeholder consultation has been held across the country and the guide is planned for release in the first half of 2016. This guide will be a huge step forward for carers and the people they care for. It will give providers increased skills leading to greater engagement with, and support for, carers and better outcomes for consumers. The underlying principle will be that CARERS ARE EQUAL PARTNERS IN CARE. At the completion of the guide's development, it is proposed to identify funding to undertake pilots and evaluation of the Practical Guide for Working with Carers of People with a Mental Illness in Australia.

This year has been historic in that the Board agreed that the organisation needed to look at its branding in what is a very fast changing environment in the mental health sector. We started in WA as a volunteer organisation 39 years ago and today we have grown into a \$6 million organisation, with 62 staff and offices and services across WA, and still growing. With funding from the Mental Health Commission, Commonwealth Department of Social Services and donations, we offer a broad range of mental health services and carer support across WA.

Just recently, our Patron, the Chief Justice of WA, the Hon Wayne Martin AC officially launched HelpingMinds, a name that will take us forward into an exciting future. The feedback from across the country has been very positive around our new brand.

I also want to take the opportunity to acknowledge our Patron for his continued support of HelpingMinds and his ongoing interest in mental health. It was my great pleasure to be the President back in 2006 when the Chief Justice agreed to become our Patron.

HelpingMinds continues to obtain new funding to introduce new programs for carers and consumers. The majority of our services are free of charge and reach out to more than 10,000 children, youth, adults and families affected by mental illness every year in WA. Services continue to focus on advocacy, understanding the mental health system, education, counselling and support, school holiday programs and respite. In recent times, the Board has approved the purchase of two respite houses and is currently considering further options. An exciting new project to provide online resources for carers across Australia and New Zealand and elsewhere is also taking off. The Board and the HelpingMinds Executive team are continually seeking new opportunities to provide additional services for mental health carers and consumers.

Finally, I want to once again thank everyone who has had involvement with making HelpingMinds the great organisation that it is and look forward to further enhancing the types of services that we can make available for carers and consumers to lead a good life.

**Patrick Hardwick**  
**President**

# Brand Launch Pictures



# Executive Director's Report

## 2014/2015



"Working together, both the Board, our volunteers and our operational teams have truly enhanced our organisation over the last 12 months."

### Our organisational objectives identified in the strategic plan are:

- Services are expanded to meet the needs of all client groups in the community
- Partnerships are established with corporate, non-government and government organisations to improve the delivery of mental health services
- Peers are involved in service delivery for families
- Families are recognised as central to the delivery of care and in recovery
- HelpingMinds is an employer of choice
- Greater awareness of HelpingMinds is created

All our teams are now working to measured key performance indicators so that each of us is able to see our efforts recognised as part of the strategic delivery of HelpingMinds.

We have changed our structure to recognise the growth of our organisation and the current changing environment we find ourselves in. We now have 62 staff members working at various FTE capacities.

The last twelve months has seen momentous change for Mental Health Carers Arafmi (WA) Inc., with the new trading name "HelpingMinds" being launched at the start of September. After 39 years as Arafmi, the decision to a change of name was not taken lightly by our Board.

In February the Board agreed to the new trading name "HelpingMinds" to reflect our commitment to providing quality education, respite and support services to carers and individuals affected by mental health. Our new tagline "Helping You" illustrates that HelpingMinds is here to support and understand carers and clients as they try and live their best life possible.

Late in 2014 the Board and Executive of Arafmi met to review the Strategic Plan for Arafmi for the next three years. This plan has now been developed including an updated purpose, mission and organisational values to allow us to deliver as a leading mental health and carer support services in WA:

### Our Purpose:

- By Providing Hope we support our clients, carers and families to live their best possible lives.

### Our Mission:

- Our mission is to make a positive difference in the community and mental health sector through advocacy, education and the delivery of quality support services.

### Our Values:

- HOPE: with compassion and hope we provide our services supporting the recovery, strengths and resilience of all our clients;
- COLLABORATION: we work in our teams, with families and clients and with other organisations to provide the best services possible;
- RESPECT: recognising the right of others;
- TRUST AND INTEGRITY: working as a team of professionals displaying integrity and building trust.



Each day there are stories on the media regarding the changes that are needed in the Mental Health Sector to provide better support to our communities. We are part of these changes and it is essential that we are able to adapt to meet our community's needs by identifying the best services we can deliver.

We continue to deliver high quality support services to carers of those with a mental health issue. Earlier this year we undertook an external service evaluation of our carer support services; this provided excellent feedback for our teams with a 99% positive response for services received.

Our services have increased each year and we now not only support carers and families, but have increased our supports to young people at risk of developing their own mental health issue with the DSS funded early intervention program Family Mental Health Support Services (FMHSS).

In 2013 we set up our first FMHSS service in Swan, partnering with Clan WA. This service is called Talk It Out and is increasing its reach into the community every week. We have a team of four support workers who identify children at risk and then provide innovative supports to help them with their day to day lives.

In March this year the Department of Social Services (DSS) confirmed we would be able to offer further FMHSS services to the Kimberley, Gascoyne and Mid-West regions. This is a huge area and over the last few months the service has started and is now helping children in these areas. With the name change to HelpingMinds; the new rural support program is called "YoungMinds".

This financial year we approached the Commonwealth Government to expand our services into regional WA. We now have additional funding for extra respite services for carers and families in the Pilbara as well as providing support to drought affected farmers in the Wheatbelt. It is fantastic to be recognised for the quality services we already provide and asked to increase this reach.

In the last month we started offering an 8-week online support program for carers and families called "Recovering Our Families". This program allows families to seek support outside our normal business hours. Our Board has committed to sponsor 150 carers or families to complete this course over the next 12 months.

The last twelve months have been very satisfying for me and I have thoroughly enjoyed the opportunity to lead HelpingMinds through our many changes while ensuring that supporting carers and families remains our focus.

We are very lucky to have a Board that is committed to ensuring the good governance of our organisation and that carers and families remain forefront in all our plans. I would like to thank the Board for the time they commit to HelpingMinds, and take this opportunity to thank, not only all our volunteers, but our dedicated teams who strive to achieve quality service delivery each and every day.

Working together, both the Board, our volunteers and our operational teams have truly enhanced our organisation over the last 12 months.

**Debbie Childs**  
**Executive Director**

# Program Reports



## Family Mental Health Support Service (FMHSS) Broome/Outreach

### Funded by DSS

This service was ceased on 28 February 2015 due to changed funding priorities within DSS away from community level services. All deliverables were met and the final performance report was accepted by the Department.

Two staff from this program were transferred to available positions within HelpingMinds and one staff member's part-time administration position became redundant.

The clients from the service were all transferred to alternative HelpingMinds services, or were referred to the most suitable local support service to meet their needs.

## Family Mental Health Support Service (FMHSS) Swan

### Funded by DSS

This program is delivered in partnership with CLAN WA. The program offers short-term and intensive support to children and young people (up to the age of 18 years) who are at risk of developing a mental health issue.

The service is based on the needs of the young person and works with the family and community to meet those needs, providing early intervention to young people.

We have developed strong links within the community including a partnership with the Swan Child and Family Centre. This partnership allows support to be offered on site and has improved the confidence and engagement of Aboriginal and CaLD young people and their families. We continue to engage with local networks, schools and service providers to identify young people who are leaving care who may need additional support through this transitioning period.

The program has offered intensive assistance to 64 young people and provided shorter assistance to 53 young people and their families. Of the young people 32 were of Aboriginal and Torres Strait Islander (ATSI) origin and 16 from culturally and linguistically diverse (CaLD) background. Over the coming year we hope to build on increasing the number of ATSI and CaLD young people accessing this service.

## Mental Health Respite: Carer Support – Midwest

### Funded by DSS

This service assisted 311 carers in the 2014-2015 financial year through counselling support and respite against a contracted target of 200 and the previous year's performance of 198. This exceptional delivery of carer support was due to a continued management focus on performance and quality, along with a new Service Coordinator who drove the on-the-ground improvements in quality and breadth of service delivery.

Staffing remained stable and engaged throughout the year until an opportunity for promotion allowed the Coordinator to move to a Team Leader position in a new program within the Midwest office. Another committed and high performing person was recruited to the Coordinator position, and the service quality and coverage has continued at an impressive level since the change.

All staff are empowered to initiate new support strategies and to improve existing services through ongoing feedback and reflection. Local network involvement has also continued in a healthy direction with the local reputation continuing to be sustained at a high level.



*"Our mission is to make a positive difference in the community and mental health sector through advocacy, education and delivery of quality support services."*

## Mental Health Respite: Carer Support – North Metropolitan Respite

### Funded by DSS

This funding contract focuses solely on the respite needs of mental health carers and their families who live within the North Metro Area. Respite services offered include massage days, carer social days, pamper days, men's carer days, youth camps, dancing and short breaks. HelpingMinds are aware that respite is a very personal thing and we will always work alongside the carer and their family to find a respite solution that meets their needs.

In the financial year of 2014-15 a total of 306 primary carers accessed our respite services which greatly exceeded the target set by DSS of 200. 142 of these primary carers were new carers to our service. An additional 85 family members also accessed respite bringing the actual number of carers to 391.

85 carers identified as being CaLD - this number is representative of the relationships we have built with local multicultural agencies. In particular we have a strong partnership with ASeTTS (Association for Services to Torture and Trauma Survivors). 2 of the respite staff have attended a workshop run by ASeTTS which provided information on working with people from a humanitarian or refugee type background. This partnership has given us an invaluable insight into the extraordinary challenges these individuals have experienced both prior to arrival and during resettlement in Western Australia and their resilience and courage has been both moving and inspiring.

45 of the carers identified as being Indigenous carers – Helping Minds continue to provide support at the Aboriginal Carer Respite Day which is run monthly by Uniting Care West at Balga.

37 carers were young people under the age of 16. Many of these will have attended the overnight youth camps which continue to run during each school holiday. We also provided funding for young carers to take part in after school and leisure activities.

A total of 23 carers and their family members enjoyed a break at one of the HelpingMinds Respite houses which are solidly booked throughout the whole year.

We at HelpingMinds recognise the importance of working in partnership with local organisations, and by doing so we can offer a wide range of services and supports to the carer. We pride ourselves on our referral and information services and regularly assist carers with referrals to external agencies. In particular we have run a series of carer retreat days for carers living outside our respite funded areas. This was made possible by working in partnership with the Commonwealth Respite and Carelink Centres. The respite team will also link carers and families in with all of the HelpingMinds services.

HelpingMinds are now registered to provide services in the NDIS Trial Sites of the Perth Hills and Cockburn/Kwinana. The services we can provide to participants in these areas are:

- Mentoring – development of individual support plans to achieve goals;
- Peer Support – assisting with daily activities such as shopping, bill paying, maintaining engagement with the local community;
- Respite accommodation in one of our respite houses; and
- Recreation programs

We will focus on the promotion of these services in the 2015-16 financial year and will gather feedback on people's experiences.

In June this year we introduced a 3rd staff member to the Perth respite team. Kayleigh, who has recently moved to Perth from the UK brings 11 years of experience working within the NHS Mental Health system so is a great asset to the team.

# Program Reports (cont'd)

## Mental Health Respite: Carer Support – Perth North Funded by DSS

This funding allows HelpingMinds to support carers by offering a range of services including Respite, Counselling, information, advocacy and education. The objective of this funding is to provide the carer with the services and supports necessary for them to continue in their caring role. Without these supports the carer is at risk of developing their own physical and mental health issues.

Some of the respite activities provided are short breaks at one of our respite houses, massage and pamper days, carer social days, men's carer days, and youth activities such as overnight youth camps and after school activities.

Carers can also access support through a Carer Peer Worker who has a lived experience as a mental health carer. This lived experience means that the peer worker can directly relate to the many emotions a carer may be feeling and the carers themselves take great comfort in speaking with someone who has been through similar experiences to them. Peer workers also have a great knowledge of services within the mental health system which can help to ease the stress for carers who are in acute distress. Another role of the peer worker is to work directly with the carer to help reduce isolation by assisting them to reconnect with the community.

During the financial year of 2014 – 2015 we provided services to a total of 441 carers, 164 of which were new to our service. 47 of these carers were from the CaLD community which exceeded the target set by the DSS. A total of 24 Indigenous carers also accessed services within this reporting period.

A new program we introduced this year was a 3-day mindfulness retreat which focused solely on the needs of the carer. The evaluations reported great outcomes for carers, with follow up workshops being set up to instil any learnings that were gained on the retreat, to build further on the social inclusion aspect and also to offer any additional support if needed.

We continue to target the inclusion of young people aged 16-24 and have a successful monthly social support group operating in the Joondalup area. The actual number of carers accessing our services within this age group was 27. It still remains a difficult target group to reach but we have built strong networks with headspace, ECU and TAFE so are confident that these figures will continue to grow steadily.

We also provide a referral service to carers and their families. By working in partnership with other local community organisations within the Joondalup, Swan and Wanneroo areas we strive to get the best outcome for all mental health carers who come to HelpingMinds.

## Personal Helpers and Mentors Service (PHAMS), Cockburn Funded by DSS

The PHAMs program has been operating for 2 years now, and the team has been the same for the past 12 months. It provides increased opportunities for recovery for people aged 16 years and over whose lives are severely affected by mental illness, by helping them to overcome social isolation and increase their connections to the community. Supports are based on Recovery focused; strengths based approaches that recognise recovery as a personal journey driven by the participant. The primary focus remains to consistently build relationships with clinical and non-clinical providers to ensure consistent referrals, and further increase the numbers of people we are able to assist.

A total of 66 Participants received supports of differing levels in the past year.

58 enquiries were recorded with 9 activated as referrals.

47 active participants at caseload capacity across the team, with 19 exited.

25.5 % CALD – 10% benchmark above average.

8.57 % indigenous – 10% benchmark/ below average.

4.25 % homeless or at risk of homelessness – 5% / below average.

14.89% A&OD comorbidity.

12.7% Out of Area allocation – 10% allowance, this is above average as 3 participants have transferred out of Cockburn area and Kwinana/ Bentley PHAMs are at capacity so areas have consented for Cockburn to continue supports.

One complaint received in the past year.

## Advocacy Funded by Mental Health Commission

Performance recording for the 2014-2015 period shows 162 clients were assisted by the Advocates, over 1,063 contacts, taking 1,062 hours against a contracted performance target of 1,000 hours. 111 hours were delivered to groups and 79 hours as one-off services.

The Advocacy team continued to successfully advocate on behalf of carers in extremely complex circumstances. Anecdotal feedback indicates the complexity of client circumstances has increased over the past year as a result of industry wide changes such as the Mental Health Act implementation and the trials of NDIS, to name a couple. The Advocates roles are regarded by many within the agency as the most challenging and demanding and their contributions should not be underestimated.



## Children of Parents with a Mental Illness (COPMI)

### Funded by Mental Health Commission

Included in MHC North Metro 2014-2015 contract schedule. No measurable performance criteria are attached to this role.

The COPMI coordinator has coordinated the COPMI committee in maintaining an action plan and has made significant effort to progress the activities agreed by the committee. How the committee members contribute to identifying actions needs to be restructured to allow the coordinator to progress actions in a timelier manner without the impediment of constant consultation. The contract calls for the committee to be involved in setting the action plan with the implementation of the action being the responsibility of the coordinator.

## Family and Carer Support – Gascoyne

### Funded by Mental Health Commission

The 2014-2015 annual contract report indicates Gascoyne carers were supported through 580 hours of support in groups and one to one support. The service provides referral and information, counselling, individualised assistance, peer

support, youth support and employment and volunteering opportunities. Successful partnerships were maintained with local Mental Health services. The partnership between HelpingMinds and the Mental Health Unit was promoted as a highly successful and innovative approach and this model was accepted as a presentation topic for the TheMHS conference.

## Family and Carer Support – Kimberley/Broome

### Funded by Mental Health Commission

The 2014-2015 period saw major changes occur affecting this program. The closure of the Broome FMHSS Outreach contract saw the end of the split between carers across two programs. This resulted in all carers now being registered with this one service. This coincided with a change of staff with this program now serviced by a local Indigenous man with deep connection to local families and issues.

451 hours of service were provided with a significant increase in monthly activity coming within the final 4 months. The future prospects for this service are very bright following these significant changes and the year ahead should be very busy.

## Family and Carer Support - Metro Wide

### Funded by Mental Health Commission

The family and carer support program provides a range of services to provide carers with emotional and practical support through phone support, individual counselling, couple and family counselling, peer support, advocacy and local support groups throughout the metropolitan area. Carers can gain knowledge on mental health services, carer's rights, and respite options within these sessions.

The program also offers workshops for carers to gain better understanding of mental health, to improve their ability to support their loved one and to improve their own coping skills.

Early intervention for carers to advise of mental health services and available support for carers is paramount to increase the wellness of both carers and those with mental health issues. To increase awareness to services providers, service users and carers, HelpingMinds continues to offer support in co-located offices with mental health teams, hospitals and headspace sites, as well as our four HelpingMinds offices within the Metropolitan area.

# Program Reports (cont'd)



During the financial year of 2014-2015 we provided services to 916 clients with 3736 contacts and delivered 5027 hours of service during the year.

An annual survey of 146 carers carried out in July 2015 showed that the majority of participants reported a positive experience with HelpingMinds, with most surveyed clients reporting that they would recommend HelpingMinds to a friend or family member. The survey also showed that clients' knowledge and or understanding of mental illness increased with most of the participants showing that they agreed or strongly agreed to such questions.

## Family and Carer Support – Pilbara

### Funded by Mental Health Commission

The 2014-2015 contract report indicates 525 hours of support were provided to carers in the Hedland area of the Pilbara. Services were delivered to young Indigenous Carers from the surrounding Aboriginal communities which is providing good support to people in need. Several group initiatives were progressed including a carers' craft group supported by local mining companies. We successfully delivered the SMILES school holiday program in the Yandeyarra remote Aboriginal community school to young indigenous carers. This was funded through the CCI Charity of the Year donation and will be expanded from the same funding in the future.

## Mental Health Promotion Funded by Mental Health Commission

The 2014-2015 annual contract report indicates 215 presentations were delivered across 60 schools over 1298 hours of work, against a contracted target of 180 sessions in 50 schools.

The success of this program is evident in the resounding positive feedback from schools and students.

Many health expos and community events were also attended by the Health Promotion coordinator including TheMHS, National Youth Week, Rotary events, and Mental Health Week and Carers Week events.

## Young People Support - Metro Region Funded by Mental Health Commission

The service for young carers offers support to those aged 8-18 who have a parent, sibling or family member who has a mental health issue. The majority of support is offered at the young person's school which is least disruptive for the young person and their family. Office appointments are also available. The program offers one on one counselling to provide education, understanding of mental health issues and to explore how the young person is coping. Counsellors are able to work with the family and schools to advocate for the needs of the young person and encourage help seeking behaviour should the young person need support at a later time.

We have developed working relationships with school chaplains and counsellors, links with CAMHS, other mental health teams and youth networks across the metropolitan area to ensure that young carers are identified and offered the support needed. Our strong links with schools throughout the metropolitan area has offered the opportunity to deliver SMILES and Koping workshops during school time and after school. One of the SMILES workshops delivered was specifically for culturally and linguistically diverse (CaLD) young people. We envisage that we will be able to deliver more workshops in schools during term time, allowing us to support more young people earlier. This approach has reduced wait times and met the need for the service demand in the local areas.

The school holiday program continues to be a great success with 25-30 of new young carers accessing the program every term. This program offers young people and parents some well needed respite during the school holidays. More importantly we see friendships develop, reducing isolation and normalising mental health, with young people offering each other peer support.

This year we also introduced a designated youth worker to work with young people on more practical needs such as housing, carers' benefit, vocational work and further education.

During the financial year of 2014-2015, 253 clients were supported with 2,029 contacts and 3,294 hours of service delivered. We have also delivered services in over 60 schools.

## Gascoyne Partners in Recovery (PIR) - Goldfields-Midwest Medicare Local

This service assisted 21 people with severe and persistent mental illness who are in complex circumstances to be linked in with mental health supports across the Gascoyne region. This was achieved against a yearly contracted target of 20 clients. The staff member within this program changed towards the end of the year, along with a change of the lead agency when Medicare Locals were abolished and replaced by Primary Health Networks.

# Treasurer's Report

## 2014/2015



*"There has been considerable work behind the scenes over the last few years in changing a lot of the internal reporting, particularly to the Board, and I am confident that the Board is now better informed about the operations than it has ever been."*

### The Highlights

As noted in last year's report, HelpingMinds has continued to grow and we have been using our financial strength, built up over decades, to continue to improve both our ability to deliver services to Carers as well as to ensure that we are able to deliver those services into the future.

The arrival of the NDIS is a great challenge for us, as it is for the rest of the not-for-profit disability sector, and in particular the mental health service suppliers. To meet this challenge we have needed to completely upgrade our finance and accounting systems, moving from MYOB to Netsuite, as well as embark on some new enterprises, including purchasing (rather than leasing) further respite housing, starting the "Recovering Our Families Program" in Australia with plans to roll it out in our region along with many other programs and continued advocacy - and our re-branding.

There has been considerable work behind the scenes over the last few years in changing a lot of the internal reporting, particularly to the Board, and I am confident that the Board is now better informed about the operations than it has ever been.

### Financial Outcomes

This has all come at a financial cost, but we fully expect these expansions to set the stage for the future. In the meantime HelpingMinds continues to generate a financial surplus, albeit, and as expected, a substantially smaller one than last year. Over the next few years we are not projecting that there will be any substantial surpluses as we continue to respond to the requirements of the NDIS.

### Thanks

As your Treasurer, it has been a pleasure to work with the outstanding finance staff of HelpingMinds, such as our Executive Director, Debbie Childs, and our new Executive Manager - Corporate Services, Michael Jamison, along with the rest of the finance team, particularly Sandra Baudach for her management of the audit, Lily Pham for managing payroll through the year and Rie McAuliffe for making sure the bills are paid. With all of the changes this has been a challenging year and accomplishing this while continuing to grow has been a real accomplishment.

I would also like to sincerely thank Franco Guazzelli and Christo Sebastian for their continued help on the Finance and Risk Management committee throughout the year and I look forward to the year to come.

**Andrew Reynolds,**  
Treasurer

# Financial Report Contents

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# Declaration of Governance

The Board of Governance have determined that the entity is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The Board of Governance declares that:

1. The financial statements and notes, present fairly the entity's financial position as at 30 June 2015 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. In the opinion of the Board of Governance there are reasonable grounds to believe that the entity will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Governance by:

Representative of Board of Governance:



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Patrick Hardwick  
President

Dated this 13th day of October 2015

# Statement of Financial Position as at June 30, 2015

	2014	2015
<b>Accumulated Funds</b>	<b>\$</b>	<b>\$</b>
Balance at 30/06	1,741,013	2,201,813
Surplus for year	436,803	5,609
Asset Replacement Reserve	23,997	0
<b>Balance at 30/06/15</b>	<b>2,201,813</b>	<b>2,207,422</b>
<b>Assets</b>		
<b><u>Current Assets</u></b>		
Cash at bank	1,498,027	1,804,581
Cash on Hand	1,652	1,721
Sundry Debtors	49,077	51,225
Prepayments	36,290	39,764
GST Recoverable	2,600	2,204
<b>Total Current Assets</b>	<b>1,587,646</b>	<b>1,899,495</b>
<b><u>Non-Current Assets</u></b>		
Leasehold Improvements - 182 Lord St	824,062	824,062
Less Accumulated amortisation	(330,291)	(379,615)
Right to Occupy - 182 Lord Street	782,500	782,500
Less Accumulated amortisation	(383,747)	(422,872)
Office Furniture and equipment	5,216	1,113
Less Provision for Depreciation	(1,878)	(133)
Lord Street Assets	41,611	41,611
Less Provision for Depreciation	(12,622)	(15,626)
Motor Vehicles	159,630	134,448
Less Provision for Depreciation	(85,419)	(87,552)
Property	343,636	343,636
Less Provision for Depreciation	(5,352)	(11,055)
Plant & Equipment	7,520	7,520
Less Provision for Depreciation	(4,963)	(7,445)
<b>Total Non-Current Assets</b>	<b>1,339,903</b>	<b>1,210,592</b>
<b>Total Assets</b>	<b>2,927,549</b>	<b>3,110,087</b>
<b>Liabilities</b>		
<b><u>Current Liabilities</u></b>		
Accounts Payable	192,247	64,396
Accrued Expenses	8,450	8,660
Provision for Leave	129,109	204,987
PAYG and Superannuation payable	(2,823)	(2,823)
Grants received in advance	-	267,816
<b>Total Current Liabilities</b>	<b>326,983</b>	<b>543,036</b>
<b><u>Non - Current Liabilities</u></b>		
Deferred Income	782,500	782,500
Less accumulated amortisation	(383,747)	(422,871)
<b>Total Non-Current Liabilities</b>	<b>398,753</b>	<b>359,629</b>
<b>Total Liabilities</b>	<b>725,736</b>	<b>902,665</b>
<b>Net Assets</b>	<b>2,201,813</b>	<b>2,207,422</b>

# Statement of Income and Expenditure for the 12 months to June 30, 2015

<b>Income</b>	<b>FY13/14</b>	<b>FY14/15</b>
MHC	\$2,488,485	\$2,475,205
DSS	\$2,549,856	\$2,376,655
Grants	\$196,953	\$136,887
Donations	\$14,790	\$13,204
Management fees	\$279,484	\$243,611
Interest	\$59,945	\$81,122
Property/vehicle	\$39,125	\$134,949
FBT Refund	\$2,621	-
<b>Total Income</b>	<b>\$5,631,259</b>	<b>\$5,461,633</b>
<b>Expenses</b>		
Staff Costs	\$3,101,338	\$3,739,835
Operational Costs	\$1,301,294	\$831,240
Administration	\$161,225	\$164,442
Transport	\$148,193	\$191,256
Other	\$482,406	\$529,251
<b>Total Expenses</b>	<b>\$5,194,456</b>	<b>\$5,456,024</b>
<b>Profit/Loss</b>	<b>\$436,803</b>	<b>\$5,609</b>

# Notes to and forming part of the financial report for the year ended June 30, 2015

## Note 1: Statement of Accounting Policies

### a) Basis of accounting

This financial report is a special purpose financial report prepared in order to satisfy the reporting requirements under the Associations Incorporation Act of Western Australia and the Association's Constitution. The Committee of the Association has determined that the Association is not a reporting entity for financial reporting purposes. Consequently, apart from the Reporting Standard below there is no requirement to apply accounting standards and other mandatory professional reporting requirements in the preparation and presentation of this report.

The financial report has been prepared in accordance with the requirements of the following Australian Accounting Standards

#### **AASB1031 Materiality**

No other Australian Accounting Standards, Australian Accounting Interpretations, or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

This report is also prepared on an accrual basis from the records of the Association. It is calculated on an historical cost basis and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

#### **Voluntary Change of Accounting Policy – Overhead Revenue and Expenditure**

For the financial year ending 30 June 2014, overhead recovery revenue and expense items were disclosed as gross values per the Statement of Income and Expenditure. The Board has agreed to change the accounting policy for the 2014/15 financial year by netting the overhead revenue and expense items (both \$1,224,162) against each other, as these items represent internal cost allocations. This results in there being no overhead revenue or expenditure disclosed in the Statement of Income and Expenditure for 2015. The Board believes that this disclosure better reflects the substance of the transactions and is more relevant to users of the financial statements. This change in accounting policy has no net effect on the operating result of the Association for the year ended 30 June 2015. In accordance with AASB 108 to ensure consistency and comparability of financial information, the comparative 2013/14 overhead recovered revenue and expenditure items representing each \$909,117, have also been netted off for 2014/15 Statement of Income and Expenditure reporting. This has no net effect on the retained earnings carried forward from 2014.

#### **Operating Lease Commitments**

Payable - minimum lease payments:	<u>2014/2015</u>
Motor vehicles	
- not later than 12 months	\$32,960
- between 12 months and five years	\$70,220
- later than five years	<u>-</u>
Total lease liability	<u>\$103,180</u>

# Notes to and forming part of the financial report for the year ended June 30, 2015 (cont'd)

## Printers

- not later than 12 months	\$4,990
- between 12 months and five years	\$19,127
- later than five years	-
Total lease liability	<u>\$24,117</u>

The three motor vehicle leases are over a three-year term, with lease amounts payable monthly in advance. Leases are organised through Easifleet.

The printer leases are with Advanced Document Solutions PTY Limited and are for two Samsung Multi-Function printers and are for a term of five years ending May 2020. Lease is paid by direct debit monthly in advance.

## Financial Commitments

Arafmi have a future obligation to fulfil the purchase contract of the property at Unit 14-81 The Esplanade, Rockingham as a Respite House for \$470,400 including stamp duty and fees. The settlement date of purchase is the 31 August 2015. A deposit of \$5,000 has been paid on 25 June 2015 and reported in Prepayments in the Balance Sheet. The remaining financial commitment was subsequently settled after the end of the financial year by a \$115,400 cash contribution from Arafmi cash reserves and mortgage finance for the remaining \$350,000.

## Notes relating to Funding Agreements

ARAFMI's funding agreement with the Mental Health Commission (MHC) was due to conclude on 30 June 2015, however a 12 month contract variation was provided by the MHC taking the agreement to 30 June 2016.

ARAFMI and Department of Social Services (formerly FaHCSIA) original three year funding agreement for Broome Outreach and MHCR: Carer Support, North Metro Respite, ending on 30 June 2014. A variation of funding agreement occurred in June 2014, extending Broome Outreach ending 30 June 2015.

An additional variation of this Funding Agreement occurred in June 2013, extending MHCR: Carer Support, North Metro Respite to 30 June 2016 and incorporating four new activities (listed below), also ending at 30 June 2016:

- MHR: Carer Support Geraldton
- MHR: Carer Support Perth North
- PHAMS Cockburn
- FMHSS Swan

A new funding agreement with DSS was entered into in March 2015 for the Community Mental Health program. Scheduled completion date of program is 30 November 2017.

The financial statements have been prepared on the basis of continued funding.

## Long Service Leave

From 1st July 2013 Long Service Leave will only be calculated after seven years of employment.

Provision balance as at 30 June 2014 was \$9,673. In 2014-15 financial year one employee reached seven years of employment and resigned two months after the end of the financial year. The payment for this long service leave will occur in the 2015 – 16 financial year. The amount attributable to this employee totalled \$11,499, therefore an adjustment of \$1,826 has been made to the long service liability account to reflect this liability.

# Independent Audit Report



BUSINESS  
CONSULTANTS

## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF MENTAL HEALTH CARERS ARAFMI (WA) INC. AS AT 30 JUNE 2015

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### Report on the Financial Report

We have audited pages 2 to 6 of the accompanying financial report, being a special purpose financial report, of Mental Health Carers Arafmi (WA) Incorporated (the Association), which comprises the statement of financial position as at 30 June 2015, and the statement of income and expenditure, a statement of significant accounting policies and the statement by the Board of Management.

### The Responsibility of the Board of Management for the Financial Report

The Board of Management of the Association are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report, are appropriate to meet the financial reporting requirements of the Associations Incorporations Act 1987 (Western Australia) and are appropriate to meet the needs of the members. The Board's responsibility also includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to 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. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

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

The financial report has been prepared for distribution to members for the purpose of fulfilling the Board's financial reporting under the constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

CERTIFIED PRACTISING  
ACCOUNTANTS

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DIRECTOR

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Grad Dip Acc, CA, CIA, FFin, FCPA

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# Independent Audit Report

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

## **Independence**

In conducting our audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

## **Auditor's Opinion**

In our opinion, the financial report presents fairly, in all material respects, the financial position of the Association as of 30 June 2015 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

**2020 Global Pty Ltd**



**Bruce Donald**

**Director**

15 October 2015



Mental Health Services & Carer Support  
**Formerly Arafmi**

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**ABN: 26 183 089 857**

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